



UPPER ISLAND SOCCER ASSOCIATION

UISA – EXECUTIVE MEETING

Monday, November 9, 2020

Via Zoom– 6:30 PM

Present: Shawn Fiddick, Lynn Krynowksy, Jennifer Vinzenz, Christiane Kamerman, Willow Rae, Daniel Sailland, Karen Garrett

1) **Additions/Adoption of Agenda:**

**MOTION: TO APPROVE THE AGENDA AS CIRCULATED WITH THE ADDITIONS OF DISCIPLINE COMMITTEE AND VIPL EQUIPMENT
LYNN/JENN CARRIED**

2) **Minutes of Previous Meeting(s):**

**MOTION TO ACCEPT THE AUGUST 10, 2020, AUGUST 24, 2020, SEPTEMBER 14, 2020 AND OCTOBER 12, 2020 MINUTES AS CIRCULATED
DANIEL/LYNN CARRIED**

3) **Correspondence:**

- Oct 13: "Pare it Down" re Covid cohort protocol sent to Clubs
- Oct 16 – Tofino Recreation programmer enquiry re joining UISA as affiliated club
- Nov 3: Coach Helper - user report
- Nov 5: BC Soccer email – Youth District Association Standards for New Club Membership (summary of updates and next steps) forwarded to Board Nov 7, 2020.

4) **Old Business:**

- a) **Riptide Academy** – Refunds have been provided.
- b) **Signing Authority** – Jenn being added as third signing authority.
- c) **League Schedule** – CVYSA and NUFC schedule not proceeding due to current status of Covid situation. Shawn to send letter to Club Presidents advising UISA is not proceeding with any soccer activities for the remainder of the year. Clubs need to pause for the time being. We will revisit this topic in January. The proposed five team schedule did not meet Covid cohort requirements.
**MOTION: TO SEND THE LETTER SHAWN DRAFTED TO CLUB PRESIDENTS WITH THE TWO AMENDMENTS AS DISCUSSED
WILLOW/KAREN CARRIED**
- d) **Grant Application** – Daniel submitted the application by the deadline.
- e) **Working with the Community** - Jerry Hannah - Just for Kicks, Chris Arnett - First Nations, Deana Gill - Hope for Health. Christiane is attending to making contact with these individuals/programs in due course to see what assistance we can provide. What projects can we work together on?

- 5) **New Business:**
- a) **BC Soccer AGM** – Shawn provided some highlights.
 - Gayle Statton was elected to President role.
 - Don Moslin is a Director for another term.
 - Gender identification – more inclusive.
 - Reiterated no one can referee until they have completed the required BC Soccer course(s).
 - Mike Rankin and Bill Merriman received Awards of Merit. Big Congratulations!
 - Tournaments sanctioned by BCSA must have a clear refund policy in place.
 - Nanaimo United was inducted into BC Soccer Hall of Fame. Shawn to send a letter of congratulations.
 - For Profit organizations may apply to BC Soccer for full membership
 - b) **CRCs/Risk Management** – Lynn has sent email to Clubs requesting Criminal Record Check information (deadline Dec 1, 2020).
 - c) **Board Tasks** – Will continue receiving informational updates at the meetings (no need for additional emails). If urgent matters arise between meetings, communication can be made via Teams app.
 - d) **Transfers** – Clarified differences between transfer forms and which ones are still required during Covid – UISA interclub, BCSA youth to youth, BCSA youth to adult etc.
 - e) **Return to Play Phase II requirements** – We do not need a District Return to Play Plan as we are not currently offering any district level soccer activities. We need to complete Canada Soccer Assessment Tool because we have accepted registration from Clubs in our District and players are participating in soccer activities within the District. Willow to review the Return to Play information Shawn circulated to Board for posting on UISA website. Daniel to forward his comments to Shawn.
 - f) **Hi Pod Camera** – How best to approach selling it. Put it up for highest bid. Set a minimum reserve bid. Karen has knowledge of the process. Karen and Jenn will work together to sell the camera.

MOTION: TO PUT THE CAMERA UP FOR TENDER BY HIGHEST BID.
LYNN/KAREN **CARRIED**
MOTION: TO SET THE MINIMUM RESERVE FOR THE CAMERA AT \$1,000.
DANIEL/KAREN **CARRIED**
 - g) **VIPL Equipment** – Size 5 soccer balls from VIPL Riptide are being donated to different Clubs that need them. They have gone back to Clubs where the kids from VIPL are playing. There is no VIPL soccer at this time. Other equipment such as ladders, cones etc. will be held onto for future programming. Shawn will contact John Lee to enquire as to the status of VIPL Storm equipment. Lynn will contact Jerry and see if he wants any of the used soccer equipment, jerseys etc.
 - h) **Grants** – Willow will contact Keith Ryan of Sporting Success Group re grants.
 - i) **Wufoo subscription** – It was just renewed automatically. The subscription will not be renewed again. Mid-Isle and Gabriola have been advised that they need to obtain their own program for the registration process next season. This is a Club responsibility. These two Clubs will need to remove any info from the program prior to the expiration of the subscription. The Clubs can obtain the subscription themselves should they wish to.

- j) **Club President Meeting:** Nothing to report at this time.
- 6) **Technical Report:** Nothing to report at this time.
- 7) **Treasurer's Report:** updated financials are attached as Appendix A. Treasurer has received District registration invoice from BC Soccer. BC Soccer only accepts cheques and EFT (\$31). As per UISA policy, Clubs have been invoiced 80% of their 2019/20 season registration numbers. We appreciate this estimate is not very accurate/realistic this season because of Covid and will likely result in an overpayment by Clubs (that UISA will end up refunding). We welcome Clubs to contact us if this presents any issue for them.

MOTION: TO PAY \$31 FOR ELECTRONIC FUND TRANSFER

LYNN/DANIEL

CARRIED

MOTION: TO REIMBURSE CHRISTINE CARSON \$366.45, REPRESENTING THE WUFOO SUBSCRIPTION AMOUNT THAT WAS CHARGED TO HER CREDIT CARD

LYNN/DANIEL

CARRIED

MOTION: TO TRANSFER \$7,000 FROM RIPTIDE ACCOUNT TO UISA GENERAL ACCOUNT TO BE APPLIED TOWARDS THE OUTSTANDING AMOUNT OWING OF \$9,550 FOR ADMIN FEES FROM THE 2019/20 SEASON

KAREN/LYNN

CARRIED

MOTION: TO TRANSFER \$1,300 FROM THE STORM ACCOUNT TO UISA GENERAL ACCOUNT AND OFFICIALLY CLOSE THE STORM ACCOUNT

KAREN/DANIEL

CARRIED

MOTION: TO TRANSFER ALL AMOUNTS FROM THE TECHNICAL FUND, HARDSHIP FUND, VIPL ADMIN ACCOUNT AND PAYPAL ACCOUNT TOTALING \$6,945.76 TO THE UISA GENERAL ACCOUNT AND CLOSE ALL ACCOUNTS EXCEPT THE PAYPAL ACCOUNT

KAREN/DANIEL

CARRIED

The above motions were made to simplify banking and bookkeeping procedures. The main UISA General Account will include these items as designated budget items (separate line entry), as opposed to having a separate bank account for each one.

- 8) **Registrar Report:** All 8 Clubs' registration was submitted to BC Soccer by the October 15, 2020 deadline. Deadline to submit payment to BC Soccer for District registration is November 15, 2020. Invoice amounts provided to Treasurer (to include \$3 BC Soccer credit).
- 9) **Administrator Report:** Nothing to report at this time.
- 10) **Discipline/Officials:** Nothing to report at this time. We need to establish our Discipline Committee. Shawn will choose two other Directors to form Discipline Committee, when required.

MOTION TO ADJOURN THE MEETING

KAREN/DAVID

CARRIED

APPENDIX "A"