



APPROVED

BOARD MEETING #4

THE FOURTH MEETING OF THE 2021/2022 BOARD OF DIRECTORS

of the Lower Island Soccer Association (LISA) was held at 19:00

Tuesday, December 7th, 2021

Via Zoom meeting,

Present:

Mike Synnuck	<i>President</i>	Terry Hughes	<i>Director</i>
David Johnson	<i>Vice President</i>	CJ Young	<i>Director</i>
Linda Pakos	<i>Director</i>	Carey Gustafson	<i>Director</i>
Andrew Wynn-Williams	<i>Treasurer</i>	Omar Ahmad	<i>Director</i>

Regrets:

LISA Staff:

Stuart Bancroft	<i>LISA Executive Director</i>
Andrew Latham	<i>LISA Head Coach</i>

Guests:

Howard McElderry Governance Committee Chair

Recording Secretary: Stuart Bancroft

The meeting was called to order at 19:00

• **ROLL CALL & APPROVAL OF AGENDA:**

On a Motion duly made, Seconded and Carried it was resolved to adopt the Agenda as presented

• **APPROVAL OF MINUTES:**

On a Motion duly made, Seconded and Carried it was resolved to approve the minutes from LISA Board Meeting #3, November 2, 2021

• **GOVERNANCE COMMITTEE UPDATE (HM)**



- Governance Committee Chair, Howard McElderry, provided an update regarding the Membership Review process
 - Recommendation for the LISA Board to Approve the Membership Review Committee Terms of Reference as presented
 - Feedback summary of the Interlock discussion has been circulated
 - MRC to begin review of the two Full Member applications received
 1. Recommendation from MRC needs to be presented to the LISA Board for the January Board meeting, prior to January 10th BCSA deadline
 - Governance Committee is recommending the LISA Board establish a retainer agreement with Ann Moskow to provide assistance as needed to the Governance Committee through this process
 1. Proposal presented to the LISA Board
 2. Governance Committee requests up to 20 hours, or \$3000.00 of work
- LISA Board Discussed the Governance Committee Retainer Proposal at length
- LISA Board discussed the correspondence received from the Bays United Board of Directors requesting an extension to the request for feedback timeline of the LISA Membership Process
 - The LISA Board outlined the recent bylaw amendments within BCSA and LISA's bylaws which allow the LISA Board to implement the Membership Review Committee
 - BCSA have set a deadline of January 10th, 2022 to complete the Membership Review Process and LISA intends to meet this deadline

On a Motion duly made, Seconded and Carried it was resolved to approve the retainer fee for the consultation work of Ann Moskow up to \$3000.00.

- **LISA UPDATE (SB & AL):**

- Heading into the last week of play before the winter break
- Cup Play 101 documents to be distributed to the membership to outline the changes to the Cup Play format



- Executive Director has a consultation set up with a Strategic Planning Consultant this week
- Clubs having difficult time finding and keeping referees involved in the game
 - LISA needs to engage the clubs to find ways the district can assist and support referees within LISA
- Coaching Courses lined up for the winter break
 - Uptake for courses has been around average. However, the added barrier of online learning is decreasing actual numbers of coaches completing certifications
 - Recommendation to disseminate remaining course codes back to clubs and focus on facilitating on-field learning once clubs have enough registrants to complete the certification
- Discussion regarding postponement of INclusion INcorporated Female Coaching Workshop due to low numbers and COVID-19 concerns

- **BUDGET AND FINANCIALS (AWW)**
 - Completed primary payment to BCSA
 - Have received the majority of primary invoices from Clubs
 - LISA Budget on target and finances in good shape moving forward
 - Next board meeting will provide Third Quarter Budget Review

- **CODE OF CONDUCT COMMITTEE UPDATES:**
 - Committee has reconvened to formalize a strategy to implement COC in the new year
 - Committee will have documents available prior to March board meeting ahead of Tier 2 spring season
 - Full implementation intended for Fall 2022 season

- **OTHER BUSINESS**
 - Nothing to Report

On a Motion duly made, Seconded and Carried it was resolved to approve the Membership Review Committee Terms of Reference as presented.

Action Items:



- Stuart to explore option of merging Technical and General accounts and contributing to GIC accounts- *ONGOING*
- MRC to begin review of applications and provide recommendation for January Board Meeting - *COMPLETE*
- Stuart to distribute LISA Cup Play information to the membership- *COMPLETE*

ADJOURNED: 20:28