



APPROVED

BOARD MEETING #4

THE FOURTH MEETING OF THE 2023-2024 BOARD OF
DIRECTORS of the Lower Island Soccer Association (LISA) was held at

18:00 Tuesday, January 9th, 2024

Westhills Arena Board Room

Present:

Mike Synnuck	<i>President</i>	Dave Johnson	<i>Vice President</i>
Terry Hughes	<i>Director</i>	Linda Pakos	<i>Director</i>
Andrew Wynn-Williams	<i>Treasurer</i>	Tyler Theman	<i>Director</i>
Howard McElderry	<i>Secretary</i>		

LISA Staff:

Stuart Bancroft	<i>LISA Executive Director</i>
Al Moir	<i>LISA Referee Development Officer</i>

Regrets:

Carey Gustafson	<i>Director</i>
-----------------	-----------------

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, Tuesday, November 7th, 2023



LISA UPDATE (SB):

- LISA office re-open from winter break as of January 2nd
- Completed “B” Cup Draw and posted first week of “Weekly Rescheduling” Notice of the season
 - “B” Cup playdowns begin as early as January 20th in a few divisions
- Tim Satterford Cup finals to be held in Sooke on January 27th/28th
- B Cup LISA Finals Feb 3rd/4th , Island Finals Feb 24th/25th
- District Cup Finals to hosted by Juan de Fuca at City Centre Park March 9th/10th
- Working on “Player Pathway Project” and have met/discussed paper with a few clubs
 - Will be meeting with CSA and PFC on Friday
- Will look to set up facilitated workshop in mid-February
- Currently looking to confirm dates for Tier 2 assessments, training locations, and coaches
 - TD group will be at the forefront of this work
- Following stint of bad weather and cancellations clubs seeking guidance on Cold Weather Protocol
 - Challenge for LISA to implement league wide standards as each facility/club has their own protocols
 - Ultimately the decision lies with the referee

REFEREEING UPDATE (AM)

- Green Armband Awareness banners should be distributed for this weekend
 - VISL, LIWSA, PFC contributed a total of \$1200.00
- Referees assigned for Tim Satterford Cup Finals, including both Youth Referees of the Year from 2023
- “Situational Awareness” bulletin #4 to be sent out, including CSA Best practices
- LISA needs to codify what constitutes a completed game in our new rules and regulations

BUDGET AND FINANCIALS (AWW)

- Treasurer Wynn-Williams provided a budget and financial update including a 3rd Quarter Budget presentation
 - Overall registration expected to be up once again this year



- Office expenses slightly above expected due to the moving costs incurred in August
- LISA offered a set of Grassroots Coaching Courses as curtesy to clubs at no cost to them
- Cups and Tournament expenses significantly higher than anticipated
 - Mainly due to the cost of T-shirts printing for festivals
- Expected year end loss to be slightly above projected budget

On a Motion duly made, Seconded and Carried it was resolved to approve the 3rd Quarter Budget Presentation as presented

COMMITTEE UPDATES (SB)

- Governance Committee:
 - Recommendation from Governance Committee for LISA Board to approve the new “Policies and Procedures” and “LISA Rules and Regulations” document
 - Operational practice of updating documents through board approval and version management
 - Release “LISA Rules and Regulations” to the LISA public and provide access for feedback

On a Motion duly made, Seconded and Carried it was resolved to approve the LISA Policy and Procedures Manual and LISA Rules and Regulations documents as presented

OTHER BUSINESS

- LISA board was updated on ongoing Discipline and reporting issues
 - LISA should prioritize strong policy that clearly defines expectations from all parties during the complaint process

ADJOURNED: 19:30

Action Items:

- LISA to set up “Player Pathway” Workshop – COMPLETE
- LISA to release newly approved documents – COMPLETE