



APPROVED

BOARD MEETING #6

THE SIXTH MEETING OF THE 2020/2021 BOARD OF DIRECTORS

of the Lower Island Soccer Association (LISA) was held at 19:30

Tuesday, November 3rd, 2020

Via Zoom meeting,

**Present:**

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

**LISA Staff:**

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

**Recording Secretary:** Stuart Heath

The meeting was called to order at 19:30

• **ROLL CALL & APPROVAL OF AGENDA:**

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

• **APPROVAL OF MINUTES:**

**On a Motion duly made, Seconded and Carried** it was resolved to approve the minutes from LISA Board Meeting #4, October 6th, 2020

**On a Motion duly made, Seconded and Carried** it was resolved to approve the minutes from LISA Board Meeting #5, October 13th, 2020

• **LISA UPDATE (SB & AL):**

- Submitted Primary Registration of 6338 registrants on October 15<sup>th</sup>



- LISA cohorts have completed 5 weeks of exhibition play
  - Club Technical Staff and Andrew working on reshuffle of cohorts
  - LISA couldn't be happier with how this process has been working
- LISA Discipline Committee held first hearing last week
  - Issues of major discipline have been down to start this year
- Technical Report:
  - Covid Safety plans and policies have been implemented by the clubs to the absolute best of their ability
  - Cohorts have been adjusted and 2<sup>nd</sup> round of games currently being scheduled. Schedule to end December 12/13
  - Still unclear what New Year may bring. Hopeful BCSA would notify Districts as early as possible for potential competitions
  - Working with Sooke to provide a sandlot program and grow their numbers
  - Meeting with a local BCSA Associate Member to outline Return to Play Protocols
- **BCSA AGM (MS):**
  - BCSA AGM being held November 7<sup>th</sup>
  - LISA reaching out to Member Clubs for voting direction
  - Discussed need for back-up plan in the event clubs do not provide input or voting is deadlocked
- **BUDGET AND FINANCIALS (AWW):**
  - Treasurer Andrew Wynn-Williams outlined the current Financial Statements
  - LISA Board discussed the current Budget and Actuals to Date
    - LISA has paid the BCSA primary registration
    - LISA to amend the budget to reflect actuals and updated fee structure for next Board
  - Andrew has met with Lawyer and Accountant
    - Don't have official letter of engagement or official advice letter from Lawyer but has made the following recommendations:
      1. Lawyer to confirm LISA can file a voluntary disclosure without penalty, if yes, recommends LISA file for 10 years



- a. Option presents a potentially significant cost of professional fees to accountant
  2. Lawyer will investigate FAIR program
  3. If voluntary disclosure or FAIR program are not options the Lawyer recommends filing for 1 year
    - a. Work that Lawyer is doing will likely cost approximately \$2000.00
- Andrew to determine accounting costs for the year and return with recommendation to the Board
  - Outlined the need to notify clubs of current situation and filing requirements at upcoming Interlocking meeting
  - **GOVERNANCE COMMITTEE PROPOSAL (MS):**
    - LISA has received and circulated an updated proposal from the Governance Committee regarding the involvement of Consultant Ann Moskow
    - The LISA Board Discussed the proposal at length

**On a Motion duly made, Seconded and Carried** it was resolved that the LISA board approve funding of the proposal by Ann Moskow for policy development work, as outlined in her proposal, as well as the policy framework document. The cost for this work is \$3,465, including GST.

In Favour: Director Astridge, Director Ahmad, Treasurer Wynn-Williams, Secretary Bandy, Director Gustafson, Director Young, Vice President Johnson,  
Opposed: Director Hughes, Director Pakos  
Abstain: President Synnuck

Motion Passed: 7-2

- **LISA DISCIPLINE POLICY AND PROCEDURES (SB)**
  - Bays United had outlined recommendations and requests in an August 31<sup>st</sup> correspondence with LISA regarding LISA Discipline Policy and Procedures
    - Request to provide more transparency with Members regarding the LISA Discipline Committee
      1. LISA staff to provide Terms of Reference for Discipline Committee
      2. LISA staff to work in conjunction with Governance Committee and Code of Conduct Committee to provide



further details on Discipline Committee roles and responsibilities

- **CODE OF CONDUCT COMMITTEE UPDATE (CG)**
  - Finished Code of Conduct Policies
    - Request that Policies reviewed by the Board prior to the next LISA Board Meeting
  
- **HEAD COACH POSITION CONTRACT (AWW)**
  - Head Coach Position contract expiring May 2021
    - Andrew has been invaluable in dealing with Covid Response
    - From a budgetary perspective it is the opinion of the Treasurer that it is possible to provide a balanced budget with the renewal of the Head Coach Position
  - LISA Board discussed position and financial implications

**On a Motion duly made, Seconded and Carried** it was resolved that we renegotiate a renewal of Andrew Latham's contract

- **COVID-19 HEALTH UPDATE**
  - Director Ahmad provided a Local Health update

**Action Items:**

- Keith to complete Terms of Reference for Advisory Technical Committee - *ONGOING*
- Stuart to send reminder to Clubs for BCSA AGM vote allotment- *COMPLETE*
- LISA to schedule Interlocking Meeting – *COMPLETE*
- Stuart to amend Budget to Reflect Actuals to Date - *COMPLETE*
- Stuart to draft Terms of Reference for Discipline Committee- *ONGOING*

**ADJOURNED: 21:16**