



Okanagan Mission Youth Soccer Association
General Meeting Minutes
December 7th, 2017

I. Call to order

Chairman Mark Hesketh called to order the general meeting of the Okanagan Mission Youth Soccer Association (OMYSA) at 7:05pm on December 7th, 2017, at Willow Park Church South.

II. Roll call

The following executive members with voting status were present: Mark Hesketh, Jon Basaraba, Jennifer Zwicker, Tony Parmar, Jamie Schram, Malachi Nordine, Nolan Belanger and Tracy Tremble. Quorum established.

The following executive members with non-voting status were present:
Mike Jilek and Scott Percival

The following non-voting members were present: Susan Keller

III. Approval of minutes from last general meeting

The minutes from October 12th were approved. **MOTION #34 Jennifer Zwicker moved that the minutes from the October 12th, 2017 general meeting be accepted as presented. Seconded by Jamie Schram. Vote: all in favour - motion carried.** It was agreed that in the future, once approved, the meeting minutes would be posted online, as written.

IV. Chairman report

As the deadline to sponsor a Central Okanagan Bursary & Scholarship Society (COBSS) award for youth soccer was December 1st, 2017, a vote was conducted via email, prior to this meeting. As a result, the board unanimously approved that once again we create two (2) COBSS Awards, of \$1000 each, for a deserving graduating student living within the OMYSA boundaries. Additional criteria for the award remain, one male and one female, having a minimum of 3 years playing experience with OMYSA (U10 and up) OR 3 years refereeing at any level with COYSA. It was noted that we have a credit in our account due to a past recipient not claiming his/her award.

V. Administrator report

Jessica Ireland was absent from the meeting, but provided her administrative report via email (see attachment A).

Chairman Mark Hesketh confirmed that Jessica Ireland, the OMYSA Administrator, has resigned. A copy of her resignation was emailed to the board on December 6th, 2017. **MOTION #35 Malachi Nordine moved that with great regret, we accept Jessica Ireland's resignation, with her last workday being January 5th, 2018. After this date, we wish to contract her services at a rate of \$20/hr. to help with the transition to and the training of a new club administrator. Training of the new hire will start as soon as possible. Tony Parmar will close the books during this time. Seconded by Tracy Tremble. Vote: all in favour - motion carried.**

As Jessica is on two weeks vacation, out of country, during the school district's winter break, and as Christmas is quickly approaching, very little time is available to find a new administrator before Jessica's end date. Extensive discussion was held regarding the appropriate next steps to take.

MOTION #36 Tony Parmar moved that a committee work within the set budget to hire a new administrator, consulting the board when appropriate. Following interviews and criminal record and reference checks, the committee will recommend to the board a suitable candidate for hire. Seconded by Nolan Belanger. Vote: all in favour - motion carried. Tracy Tremble, Jamie Schram and Mark Hesketh volunteered to make up the hiring committee, with Tracy being the committee chairwoman.

Tracy will format Mark's draft job description appropriately and email it to the board for review before making the posting public. After much debate, it was decided to include in the posting an annual part time salary of \$18,000-\$22,000 depending on the candidate's work experience and on the finalized job description.

Additionally, Tracy volunteered to answer club emails in the event a new hire cannot be found past Jessica's end date. While necessary, Treasurer Tony Parmar, is willing to take on more book keeping duties to ease the workload on and training of the new administrator.

VI. Financial report

The board agreed that it would be prudent to explore hiring a formal bookkeeper. Tony will look into the details of bookkeeping services as well as an accountant to prepare a Notice to Reader for the coming year. Further details will be made available at the January meeting.

In order to clean up the books, Tony is in the process of discerning what our club assets are.

VII. Division A/Tiering report

A handful of late Division A registrations are to be handled at Malachi Nordine's discretion. Jessica should forward all late registration emails to him for approval. Prior to Jessica's departure, it needs to be determined what Div A data still needs to be inputted into the system.

VIII. Development report

Mike Jilek has a meeting tomorrow regarding options for coaching. Also in the works is a meeting with a goal-keeping trainer from KU to see if he might be interested in running some clinics.

IX. COYSA report

Scott Percival relayed that COYSA had their AGM, retained the same chairman for another year, and approved their budget for the upcoming year. It was discussed that members of Soccaskool may also play for COYSA, however, they need to responsibly commit to their house team. International students may not register for league play, as insurance will not cover them.

In order to generate more registrations, COYSA is offering the chance for 1 boy and 1 girl to each win back their registration fee. Each club will do their own draw for their winners at the end of January.

X. Sponsorship report

Jamie Schram noted that initial sponsorship emails have been sent out and that the standard sponsorship documents have been made available to board members looking for a sponsorship opportunity. So far there are approximately \$4000 in confirmed and \$5000 in unconfirmed funds. Husky has kindly offered the use of their sign for advertising. Boston Pizza will do a free meal coupon for U11 and under, in addition to sponsoring a division.

We need to ensure that the additional printing fee we are charged for printing logos on the back of jerseys is compensated for by those sponsors who wish to do so.

This year an improved effort will be made to match the appropriate sponsors with their corresponding children's teams during team formation.

XI. Open issues

a) Proposed Budget - **MOTION #37 Malachi Nordine moved to formally accept the budget presented by last year's board. Seconded by Jamie Schram. Vote: all in favour - motion carried**

XII. Referee Scheduler report

Susan Keller announced that our referee mentor is being lost this year. She has three appropriate candidates in mind from discussions with the Referee in Chief. All agreed that the board supports hiring a new mentor. The previous salary was \$750/year.

XIII. Adjournment

The date for the upcoming January general meeting has not been established.

Mark Hesketh adjourned the meeting at 9:15pm.

Minutes submitted by Jennifer Zwicker