



## MEETING MINUTES

**Attendees:** Whitney Stevens, Martin Carnegie, Nicole Davidson, Candice Clarke (virtual), John Stewart, Kathy Katzer (virtual), Matt Wile (virtual), Morgan Hamilton, Colette Weidl, Chris Villeneuve, Jenelle Goodon, Kathy Katzer (virtual), Scott Nemece, Carlos Tobar

**Regrets:** Erin Howlett

**Guests:** David van den Bijgaart

 **Location:** BSRC

 **Date:** 06/15/2025

 **Time:** 7:00 PM

### I. CALL TO ORDER

Whitney Stevens called the meeting to order at 7:08pm.

### II. APPROVAL OF AGENDA (THE CHAIR MOVES TO APPROVE THE AGENDA.)

Motion: Martin

Second: Chris

### III. APPROVAL OF PREVIOUS MEETING MINUTES (THE CHAIR MOVES TO APPROVE THE PREVIOUS MEETING MINUTES.)

Motion: Martin

Second: Colette

### IV. COMMITTEE REPORTS (EXECUTIVE, GOVERNANCE, FUNDRAISING, TOURNAMENT, TECHNICAL, OTHER)

#### a) **Executive Committee Report**

- The Executive Committee continues to meet outside of regular board meetings.
- Key outcomes and updates are summarized and presented during board meetings.

#### b) **Governance Update**

- The Board will begin reviewing 2-3 policies per meeting moving forward.
- Jenelle will include the selected policies in each meeting agenda.
- Morgan to provide the list of policies for review one week in advance, prioritizing those that are currently most relevant.

### V. OLD BUSINESS

- a) All outstanding items were reviewed and deemed complete or resolved

### VI. NEW BUSINESS

- a) Amendments to be addressed following the season or when Matt is available. To be brought forward for formal motion at the July board meeting:



- 1) Referee Director per game honorariums
- 2) Increase of Referee Mentors from 1 to 3

b) **Board Composition**

- 1) No intention to add Matt's position to the board at this time
- 2) Discussion held regarding potentially adding a referee liaison role in the future

c) **Summer Splash**

- 1) Scheduling: Game schedules may be adjusted to accommodate viewing the Oilers game
- 2) Concession Operations: Full-day Saturday and Sunday., Light concession offerings at Champs to be confirmed
- 3) Food preparation: 2 x 36 burgers, soda, chips. Free meals for 451 players and 90 officials. Scott to purchase additional supplies
- 4) Awards and medals: Undated medals for reuse. To awards per game; Hustle hat and outstanding player
- 5) Concession volunteers: Saturday shifts: 9:30 AM – 1:30 PM | 1:00 PM – 5:00 PM | 4:30 PM – 8:30 PM
- 6) Event materials & kits: coach kits, table runners, SS t-shirts (Scott to estimate sizes)
- 7) Raffle & Fundraising: No raffle, focus on 50/50 draw. Draw on final day of event
- 8) Budget update: projected loss of \$954. Estimated cost \$32,000. Recommendation to simplify future events
- 9) Additional notes: Consider cutoff shift from June – May. Combo pricing (\$6-\$8), include surplus items in inventory, 2 board members present each day

d) **Review of Nicole's role**

- 1) Minimize non-essential demands on Nicole
- 2) Nicole's hours are daytime only; evening/weekend work should be compensated
- 3) Board members are encourage to assume more responsibilities

e) **SoccerFest tent replacement**

- 1) Reimbursement of \$150 for tent damage – motion to be put forward at July meeting
- 2) Organization to purchase tents and tables

f) **Reimbursement**

- 1) A cheque will be issued to Whitney for reimbursement for Summer Splash Vistaprint order

g) **Appointment of Tournament Director**

**MOTION:** Whitney Stevens put forth a motion to appoint Whitney Davies as Events Director

**SECONDED:** All in favor

**MOTION: PASSED**

h) **Indoor Season Planning**

- (1) Registration opens August 1. Play begins in October.

Minutes submitted by Jenelle Goodon / Nicole Davidson



- (2) Community teams on weekends, younger teams in mornings.
  - (3) Practices based on coach availability.
- i) **TeamSnap Update**
- (1) Discussion deferred to next meeting.
  - (2) Coaches button will remain active (free) through end of season.

## VII. ROUNDTABLE (10 MINUTES EACH MAXIMUM)

- **Carlos:** Volunteer shift concerns; proposing scaling back, improving tracking, increasing buyout.
- **Scott:** Improve event planning and communication. Use current SoccerFest as future template.
- **Dave:** 3v3 Tournament teams confirmed. Equipment swaps available. Referee training successful.
- **Chris:** Champs field modification. Will propose future standards.
- **Morgan:** \$11,360 in honorariums paid. All Summer Splash referees from Beaumont.
- **John:** Equipment return on June 28 at BSRC. July meeting to include kit options.
- **Candace:** Launching girls' soccer retention survey. To be shared with board and teams.

## VIII. IN CAMERA SESSION

N/A

## IX. ACTION ITEMS

N/A

## X. ADJOURNMENT

MEETING ADJOURNED BY WHITNEY STEVENS AT 9:08 PM



### NEXT MEETING

**Location:** BSRC



**Date:** 08/17/2025



**Time:** 7:00 PM

