

## **Southeast Ontario Soccer Association**

### **Board Meeting**

**February 13<sup>th</sup>, 2017**

Present: Alex Fletcher, Kevin Fox, Bob Machin, Caitlin Barton, Rob Costa

Staff Present: Joanie Sagriff

Regrets: Wayne Buller, Brian Harpell, Mike Whiteman, Marguerite Heer

1. Call to Order – 6:35pm
2. Welcome & Introductions – Alex Fletcher
3. Declaration of Conflict of Interest and Confidentiality
  - a. N/A
4. Adoption of Agenda – Motion by Kevin Fox, 2<sup>nd</sup> by Bob Machin, Carried
5. Adoption of January 9<sup>th</sup>, 2017 Board Minutes. Motion by Kevin Fox, 2<sup>nd</sup> by Rob Costa, Carried
6. OSA Report – Alex Fletcher
  - a. Alex gave updates on the February 11-12 OSA SGM and Ontario Soccer Centre SGM, plus OSA board meeting. Short summary: Governance did not pass, OSA board looking to postpone AGM and have another SGM in its place to push governance through.
  - b. OFSAA (High Schools): Need Memorandum of Understanding with various associations (not schools, but overall associations) in order to assign match officials.
7. Financial Report – Deferred
8. District Admin report
  - a. Quickbooks
    - a. Allowing a consolidation of accounts
    - b. Wayne and Brian been working with Accountant on setup.
  - b. Memberships
    - a. Most membership forms in. Will defer final vote/etc to next meeting
  - c. Contingency fund
    - a. Accountants stated that it's good practice to cover 2-3 months
    - b. ~20k to cover debts/leases, taxes, and wages. ~12k minimum
    - c. Defer final decision until treasurer available for comment
  - d. League Admin meeting
    - a. Date set for March 22

- b. Joanie to collect information and share w/ Mike re: promotion policy. Bring that to the meeting, and back to the board after.
  - e. Adult club meeting
    - a. Looking to meet in Napanee. Set for March 7.
  - f. Old paperwork
    - a. Suggestion was to shred old paperwork (~8+ yrs).
    - b. Alex will talk to Queen's Archives to see if they're interested in any of this material (or other such materials)
  - g. Keys and Alarm Code
    - a. Looking at changing/updating alarm codes
    - b. Current BoD keyholders: Rob, Caitlin (via Clippers), Bob
  - h. Mediator/Pegasus
    - a. Alex to draft initial response letter to Savas
  - i. Defibrillator
    - a. Scheduled to arrive in the office Tuesday
  - j. Executive Director
    - a. Kevin to arrange meeting with Wayne and Alex
- 9. Rental Space
  - a. KUSC requested short-term rental of the old TD office
  - b. Rob declared conflict of interest on the matter.
  - c. Motion by Bob Machin, 2<sup>nd</sup> by Kevin Fox to offer a rental rate of \$200 per month. Carried.
- 10. Brockville Women
  - a. Wayne and Joanie met with Brockville Youth
  - b. Kevin will talk to Mallorytown/etc (non-sanctioned groups around that area)
  - c. Motion by Kevin Fox, 2<sup>nd</sup> by Bob Machin to approve Brockville Women's club application. Carried.
  - d. Joanie to work with them on their constitution/etc.
- 11. Motion to adjourn at 7:42pm by Rob Costa, 2<sup>nd</sup> by Bob Machin. Carried.  
Next meeting: Monday, March 13, 2017 – 6:30pm