

## **Southeast Ontario Soccer Association**

### **Board Meeting**

**January 9<sup>th</sup>, 2017**

Present: Wayne Buller, Kevin Fox, Bob Machin, Caitlin Barton, Mike Whiteman, Chelsea Reynolds

Staff Present: Joanie Sagriff

Regrets: Alex Fletcher, Brian Harpell, Marguerite Heer

1. Call to Order – 6:30pm
2. Welcome & Introductions – Wayne Buller
3. Declaration of Conflict of Interest and Confidentiality
  - a. N/A
4. Adoption of Agenda – Motion by Kevin Fox, 2<sup>nd</sup> by Chelsea Reynolds, Carried
5. Adoption of December 14<sup>th</sup>, 2016 Board Minutes. Motion by Bob Machin, 2<sup>nd</sup> by Kevin Fox, Carried
6. OSA Report – Wayne Buller
  - a. SGM details have been sent out to the membership. Main purpose is to look at reducing OSA board size.
7. Financial Report – Deferred
  - a. Joanie, Wayne, and Brian will meet to discuss Quickbooks updates, changes, and requirements.
8. District Admin report
  - a. Quickbooks
    - a. Training is complete, work with Brian and Wayne on cleaning up some accounts that have become redundant.
  - b. Ontario Indoor Cup
    - a. Took place January 4<sup>th</sup> in Kingston. KUSC U14Girls team participated along with three teams from Ottawa.
  - c. KUSC U15G
    - a. Team requested playing out permission to play in the CSL. Motion by Kevin Fox, 2<sup>nd</sup> by Bob Machin to approve. Carried.
  - d. DRC
    - a. Marguerite had surgery in December and is recovering nicely.
9. Mediator – Final Report

- a. The SOSA Board is going in a more governance based direction and therefore will leave the Regional teams as they currently are. That being said, the following things will occur to better address the report:
  1. New policy for entry level team (U14) into the ERSL
  2. New policy on promotion into the Regional League for U15-U18 age groups
  3. Meet with clubs to address issues such as:
    - i) Timing of tryouts
    - ii) Development age groups – balanced teams vs stronger/weaker teams
    - iii) Increased team numbers
    - iv) Reaching out to neighbouring districts to District Leagues when SOSA cannot provide a league for them to play in.
  4. Lastly, send an email to clubs outlining the board's decision along with a copy of the Mediator's report.

10. Defibrillator

- a. Kevin to send Joanie info on pricing.
- b. Joanie to follow up with OSA as to the whereabouts of the defibrillator.
- c. Scheduled to arrive in the office Tuesday

11. Single Signature Policy

- a. Joanie wrote up a policy based on accountant's input. Circulated policy to SOSA Board.
- b. One addition to be made regarding "no petty cash cheques to be written"
- c. Joanie will include this request in the policy and send to the accountant for final feedback and then share with the SOSA Board.

12. Extra Insurance – Contingency fund

- a. Joanie will check with auditors to make sure Not for Profit groups can carry a contingency fund. Joanie will also come up with figures for 3 month coverage.

13. CESL for District teams

- a. Meeting summary. See attached agenda and minutes.

14. Resignation

- a. Chelsea Reynolds announced her resignation from the SOSA Board's position as Secretary.
- b. Motion by Bob Machin, 2<sup>nd</sup> by Mike Whiteman to accept the resignation. Carried.
- c. Joanie will send an email to clubs soliciting names to fill the position.

15. Motion to adjourn at 7:42pm by Bob Machin, 2<sup>nd</sup> by Kevin Fox. Carried.

Next meeting: Monday, February 13, 2017 – 6:30pm