



**PROOFED**

**BOARD MEETING #2**

**THE SECOND MEETING OF THE 2007/2008 BOARD OF DIRECTORS**  
of the Lower Island Soccer Association (LISA) was held at 19:00 hours on:

June 5, 2007  
Esquimalt Rec Centre  
527 Fraser Street  
VICTORIA, BC

**Present :**

Tim Satterford	<i>President</i>	Ken Aitken	<i>Secretary</i>
Bob Nex	<i>Vice-President</i>	Mark Brittain	<i>Vice-President</i>
Terry Hughes	<i>Director</i>	Bill McCreadie	<i>Director</i>
Tiberio de Frias	<i>Director</i>	Alex Campbell	<i>Director</i>
Sharon Marejka	<i>Executive Director</i>		

**Regrets:**

Keith Smith  
Robert Gutierrez  
Garth Dunn

**Recording Secretary:**

Tracey Cottrell

The meeting was called to order at 19:05 hrs.

**Action Items**

None

**1. ROLL CALL & APPROVAL OF AGENDA:**

<b>Motion:</b> <i>To adopt the Agenda as amended</i> by B. Nex 2 <sup>nd</sup> T. Hughes	Carried
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**2. APPROVAL OF MINUTES OF BOARD MEETING #10 (2006/2007) April 3, 2007:**

<b>Motion:</b> <i>To approve the Minutes as amended of Board Meeting #10 (2006/2007) April 3, 2007</i> By B.Nex 2 <sup>nd</sup> T. de Frias	Carried
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**3. APPROVAL OF MINUTES OF BOARD MEETING #11 (2006/2007) May 1, 2007:**

<b>Motion:</b> <i>To approve the Minutes as circulated of Board Meeting #11 (2006/2007) May 1, 2007</i> By B. Nex 2 <sup>nd</sup> T. Hughes	Carried
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#### 4. APPROVAL OF MINUTES OF BOARD MEETING #1(2007/2008) May 15, 2007:

<b>Motion:</b> <i>To approve the Minutes as circulated of Board Meeting #1 (2007/20078) May 15, 2007</i> By B. McCreadie 2 <sup>nd</sup> T. Hughes	Carried
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#### 5. ELECTION OF OFFICERS:

Executive Director, S. Marejka was asked to conduct the Election of Officers.

##### **Election of LISA President**

S. Marejka called for nominations for the position of President.

Tim Satterford was nominated by Ken Aitken.

The candidate accepted the nomination and as there were no other nominations after the third call the nomination was accepted by acclamation.

##### **Election of LISA Vice-President Girls**

S. Marejka called for nominations for the position of Vice-President Girls.

Bob Nex was nominated by Tiberio de Frias.

The candidate accepted the nomination and as there were no other nominations after the third call the nomination was accepted by acclamation.

##### **Election of LISA Vice-President Boys**

S. Marejka called for nominations for the position of Vice-President Boys.

Tiberio de Frias was nominated by Bob Nex. The nomination was declined by Mr. de Frias.

Mark Brittain was nominated by Ken Aitken.

The candidate accepted the nomination and as there were no other nominations after the third call the nomination was accepted by acclamation.

##### **Election of LISA Treasurer**

S. Marejka called for nominations for the position of Treasurer.

Keith Smith was nominated by Bob Nex.

The candidate accepted the nomination and as there were no other nominations after the third call the nomination was accepted by acclamation.

##### **Election of LISA Secretary**

S. Marejka called for nominations for the position of Secretary.

Ken Aitken was nominated by Tim Satterford.

The candidate accepted the nomination and as there were no other nominations after the third call the nomination was accepted by acclamation.



**6. OLD BUSINESS:**

***BCSA AGM***

The BCSA AGM was held this past weekend, attended by T. Satterford, B. Nex, and S. Marejka on Friday; joined Saturday by G. Dunn and K. Aitken. A summary is forthcoming.

***FIFA U20 World Cup Canada 2007***

S. Marejka reported that the LISA office and staff will relocate to the Victoria Curling Club from June 12, 2007 to July 12, 2007 to assist with the FIFA U20 WYC.

***Eastside F.C.***

S. Marejka reported that the Board of Directors of Eastside F.C. (sister city club to LISA) have restructured and she intends to visit the organization later this summer to further discuss the Sister City partnership.

**7. NEW BUSINESS:**

***Code of Conduct and Risk Management Forms***

Distributed to, and returned by, those Board members who were present. K. Aitken will ensure the remaining Board members complete and return the forms in a timely manner.

***LISA Board Members Duties and Responsibilities***

Board Members have requested that there be a greater delegation of responsibilities to the Directors. This will be further discussed at an upcoming Board Retreat.

***LISA Committees – Expression of Interest***

K. Aitken will circulate an “expression of interest” to Board Members once he and T. Satterford have confirmed the committees that are required this term.

***Technical Department Report - Referee Development***

T. De Frias reported that he has temporarily taken on the role of Regional Referee Co-ordinator, but is actively looking for a permanent replacement.

***Non-Sanctioned Games***

Over the last couple of weeks LISA has become aware of a number of non-sanctioned games between Lower Island teams and non-affiliated teams. Punitive measures are being explored for future instances.

<b>Motion:</b> <i>I move that we go “in camera” at 20:19 hrs</i> By K. Aitken 2 <sup>nd</sup> T. de Frias	Carried
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<b>Motion:</b> <i>I move that we come “out of camera” at 20:28 hrs</i> By K. Aitken 2 <sup>nd</sup> T. Hughes	Carried
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***Criminal Record Checks – Head Coach***

S. Marjeka suggested that LISA show due diligence and recommended that it be mandatory for all Club Head Coaches to provide LISA with proof of their respective Criminal Record Checks. She also suggested that LISA show leadership and insist that all LISA staff coaches provide the same information to LISA.

Discussion ensued and it was decided that T. Satterford would work out a strategy with BCSA to address these recommendations.

***Fundraising & Community Relations***

A. Campbell recommended that a fairly comprehensive approach be taken towards fundraising and community relations for LISA. Some examples were: working with the media; LISA alumni; corporate and community organizations; sports organizations. He will draft a proposal for presentation at the next LISA Board meeting.



### ***LISA Board Member Numbers***

There are currently 11 LISA Board members, and this number will more than likely change to 10 in the near future. T. Satterford encouraged existing Board members to seek out individuals with specific skill sets that would complement the Board.

### **8. ADJOURNMENT:**

The meeting was adjourned at 20:49 hrs.

**Next Meeting:** 7:00 p.m. August 7, 2007 at the Esquimalt Rec Centre

### **Action Items**

1. BCSA AGM Summary to Board members.
2. Code of Conduct and Risk Management forms to be completed by all Board members.
3. T. Satterford will discuss with BCSA the topic of Coaches providing proof of their “criminal record checks”.