



## APPROVED

**THE TWELTH MEETING OF THE 2014/2015 BOARD OF DIRECTORS**  
of the Lower Island Soccer Association (LISA) was held at 19:00 hours on:

12 May 2015  
Lower Island Soccer Association Office  
ESQUIMALT, BC

**Present:**

Tim Satterford	<i>President</i>	Terry Hughes	<i>Director</i>
Bob Nex	<i>Vice President</i>	Tara Kennedy	<i>Director</i>
Scott Farquhar	<i>Director</i>	John Charlton	<i>Secretary</i>
John Kilbank	<i>Director</i>		
Andrew Latham	<i>Head Coach</i>	Karen Hood-Deshon	<i>Executive Director</i>

**Regrets:**

Ray Carfantan	<i>Director</i>	Eric Erikson	<i>Treasurer</i>
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**Recording Secretary:** Karen Thompson

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

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

<b>Motion:</b> To adopt the Agenda by J Charlton, 2 <sup>nd</sup> J Kilbank	<i>Carried</i>
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### 2. Approval of the Minutes Board Meeting #11, April 7th, 2015

<b>Motion:</b> To approve the minutes of Board Meeting #11 by J Kilbank, 2 <sup>nd</sup> S Farquhar	<i>Carried</i>
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### ACTION ITEM #2

1. ED Hood-Deshon to follow up with Highlanders money owed via the court system  
DONE

Legal documents have been filed with the courts and LISA is currently awaiting a response from the Courts with a settlement conference date.

### NEW BUSINESS

#### Office Update (KHD)

- Forms, the attached Applications for "Grandparented" Player Status and Intra-Club Youth to Youth Permit were discussed
  - The "Grandparented" form was a good form and needed no further changes
  - The following changes to the Intra-Club Youth to Youth Permit were suggested



- Birthdate to be removed
- Parts of the document did not leave enough room for a person with large print to legibly complete the form so larger spacing was requested
- The forms were approved by the board once the requested changes were made
- Question arose regarding a link to the on line permit system
  - The on-line permit form was never approved by the board
  - All permits must be into the office prior to the start of the match, online permit can be printed
- The attached budget was discussed
  - Format changes made to the budget notes requested by the Presidents at the President's meeting were completed

<b>Motion:</b> <i>To present the attached budget to the Presidents at the upcoming LISA AGM by B Nex, 2<sup>nd</sup> J Kilbank</i>	<i>Carried</i>
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- Pooling request has been moved to the Technical Report
- Board Members
  - Board members up for election this AGM are Tim Satterford, Bob Nex, Terry Hughes, John Kilbank and Scott Farquhar
    - The five directors indicated that they would run again
    - Secretary Charlton to run the election at the LISA AGM
    - Linda Pakos will be attending the June Board meeting she will also attend the AGM
- After the AGM the office will revert to summer hours – office closed on Mondays and open from 10:00 am to 3:30 pm instead of 5:00
- Thank you to all board members who attended and helped with the Island Invitations Championship at Lochside

### **Technical Report (AL)**

- 12 BCSPL players have been asked to Phase 2 of the Provincial Tryouts
- A number of VIPL franchises have asked permission to pool together to put a team into the VIPL U14 Girls league
  - LISA franchises involved would be Bays/Peninsula, Gorge/Lakehill and Juan de Fuca/Sooke
  - They had combined assessments
  - Team would be based out of Gorge as Gorge has the majority of players
  - Last year LISA approved a pooling like to this to allow a U18 Girls team into the VIPL which worked well for all involved, believe this is similar as it is clubs working together at assessments

<b>Motion:</b> <i>To allow Bays/Peninsula, Gorge/Lakehill, and Juan de Fuca/Sooke to pool at the U14 Girls level to create a Girls U14 VIPL team by B Nex, 2<sup>nd</sup> J Charlton</i>	<i>Carried</i>
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- After creating this pooled team there will be three teams representing the Lower Island in this league, Saanich Fusion, Cowichan and the pooled team who will play against two upper island teams for a league of five teams
- On May 26<sup>th</sup>, there will be a VIPL steering committee meeting
  - Technical directors are asked not to attend as they are unable to make decisions for their club
  - A member of club boards are asked to attend and take this discussion back to their next board meeting
  - As a term of reference, LISA has 27 VIPL teams and 35 Bronze teams, TD Latham believes this is a good statistic to show that while some may believe VIPL is not working there are 27 teams in it and we would never give up on 27 teams if they were bronze
  - Meeting will be held at the Gorge clubhouse starting at 8:00 pm
    - Cowichan will attend this meeting
- On May 28<sup>th</sup> there will be a meeting at the Gorge Clubhouse asking clubs what they are doing to recruit and retain players
  - The U14 and U15 leagues are getting smaller and smaller
- Pre B Course and International Coaching School courses (conflict, leading effectively) are coming up in May

### **Scholarships (TH)**

- There were 38 applicants for the LISA scholarships
  - Packages were nicely put together by the office
  - Recipients of the LISA scholarships for this year are Graeme Thompson (JdF), Chloi Cooke (Lakehill), Bilal Mohamed (Highlanders Prospects ((former VI Wave player))), and Ryan Cui (Saanich Fusion)
  - Scholarship forms need revising

### **LISA AGM (KHD)**

- ED Hood-Deshon passed around a copy of the LISA 2015 AGM booklet
- Awards will not be presented to clubs who promoted players to the BCSPL nor to clubs who hosted tournaments
  - No awards are presented at the request of some clubs as a cost saving measure
- Director Kilbank will present the Youth of the Year Referee award
- Head Coach will present the Coach of the Year award
- President Satterford will present the Executive of the Year award
- President Satterford will present the President's Award

### **Other**

- BC Soccer AGM
  - President Satterford asked permission to ask questions at the AGM regarding the current voting procedures



- Rumour is that the BCSPL should be their own club
  - It is felt that this will not go through
- The voting system at the BC Soccer AGM is flawed
  - For every youth vote, there are 10 adult votes
  - Adult votes can overturn youth votes by the power of their voting numbers
- On some youth issues, the adults will abstain from voting and vice versa
  - This might not be legal
  - There was at least one instance in recent history when the gentleman's agreement to abstain on youth issues was not done and many youth organizations were not happy with the adult organizations that influenced a vote on a youth issue
- There is a push to 1 club, one vote
- Currently if you are involved in a winter league and a summer league, as they are separate leagues, the same people will have two votes
- Voting procedures might come up at the 2016 BC Soccer AGM
- International transfers have been made harder
  - Currently the age that a player does not need an International Transfer is 12, it is being changed to 10
    - BC Soccer has asked that all districts remind their clubs that playing International players without having an International Player Transfer will have many implications against the club, all field/player insurances are cancelled, coach/player called to discipline and suspended for at least 6 months, etc
- Selecting dates for LISA Cup; Feb 6<sup>th</sup> and 7<sup>th</sup> is long weekend for BC Family Day, Feb 13<sup>th</sup> and 14<sup>th</sup>; U Vic not available so would have to be held over 2 days at PISE, or Feb 20<sup>th</sup> and 21<sup>st</sup>.
  - Board decision is to hold the LISA Cup on February 13<sup>th</sup> and 14<sup>th</sup> at PISE
- Director Farquhar mentioned that Dom Butcher, Technical Director from Lakehill is moving to be a Technical Director at Bays
  - Lakehill are currently working on hiring a new Technical Director

### **World Cup Player Escort Draw**

1. Board decision was to have a representative from each club as an escort and the remaining 12 escorts would be drawn from the balance of the applicants
  - An applicant was randomly drawn by board members from each club (10 escorts)
  - Balance of names were placed in a large bag and were randomly drawn by board members completing all escorts

**Adjourned 8:44**



## ACTION ITEMS

- 1 ED Hood-Deshon to follow up with Highlanders money owed via the court system IN PROGRESS
- 2 Office to revise Intra-Club Youth to Youth Permit form DONE
- 3 Letters to be sent to LISA Scholarship recipients on Tuesday May 19<sup>th</sup>, just prior to the LISA AGM DONE
- 4 Scholarship forms to be revised during the summer
- 5 ED Hood-Deshon to forward electronic copies of the LISA AGM booklet to the Presidents on the Friday prior to the LISA AGM DONE
- 6 Board members and Executive Director to attend the BC Soccer AGM
- 7 President Satterford to remind all club Presidents the rules regarding registering International players DONE
- 8 World Cup Escort winners to be notified and confirmed that they meet all the FIFA requirements DONE



## Lower Island Soccer Association

#101-1246 Esquimalt Road, Victoria, BC V9A 3N8

### Application for "Grandparented" Player Status

In order to assist the Club and District Registrars to track players claiming "grandparent" status, each player who desires to claim such status must complete this form and return with it their registration form. The form need only be completed once and, if approved by the LISA Board, the player will retain his/her status until such time as his or her address changes or if "continuous" play with a club is interrupted.

"Grandparented" players are defined in the Bylaws, Article 13.3, as:

- ii) A player whose place of residence was but is no longer within the boundaries of the club that he or she most recently played for will be granted an exemption to play for that club if since the move the player has not played for any other club.

Under some circumstances you may apply to have a grandparent status reinstated after a time of absence from a club (e.g. playing with BC SPL, parents on posting, extended illness or injury, etc.). This application must be made to the LISA office before you commence playing in order that your exemption request can be considered.

Players who wish to claim "grandparent" status must complete the following two sections as well as submit documentary proof of in-catchment during playing time:

Player's Full Name	Player's Date of Birth

Season (List most recent first)	Lived at (Provide previous addresses)	Club and Team (ie. Club U12 Gold Boys)	Office Use Only
20____/20____ Last season played			
20____/20____			
20____/20____			
20____/20____			
20____/20____			

### Player/Parent Application for "Grandparent" Status

I, \_\_\_\_\_, of \_\_\_\_\_  
(Name of Parent or Guardian) (Current Address)

have read the above information and believe that my son/daughter qualifies for "grandparent" status as outlined above. I understand that in determining my eligibility, the LISA Board will require proof of registration and proof of having lived in the catchment area of the club for which I am applying. Documentary proof is attached to this form (e.g. telephone bill or some other document that proves occupancy rather than just ownership).

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_



## Lower Island Soccer Association

### Intra-Club Youth to Youth Permit

Any club team using a player from one of their lower division teams must ensure that the appropriate permit is completed and handed to the game official & a copy to opposing team before the start of the game. Failure to do so may result in disciplinary action against that team and/or the player involved. A player is allowed to play in unlimited league games in a higher division. Intra-club permits are not allowed in any Cup games.

*This permit must be submitted to the LISA office before the match.*

PLAYER INFORMATION	
Name:	ID # or Birthdate:
Club:	

MATCH INFORMATION:	
Date:	Location:
Time:	Home Team:
	Away Team:

PERMITTING FROM:		PERMITTING TO:	
Age of team (U13-U18)		Age of team (U13-U18)	
Gender of team (Boys, Girls)		Gender of team (Boys, Girls)	
Level of team (VIPL, Gold, Silver, Bronze)		Level of team (VIPL, Gold, Silver, Bronze)	
Head Coach Name		Head Coach Name	

AUTHORIZED CLUB REPRESENTATIVE:	
Name:	
Position at Club:	
Signature:	
Date:	

SUBMISSION INSTRUCTIONS:	<i>Must arrive prior to match</i>
Submit to the attention of: Lori Marshall	Executive Assistant, Lower Island Soccer Assoc.
via Email: <a href="mailto:admin@lowerislandsoccer.com">admin@lowerislandsoccer.com</a>	via Fax: 250-382-7480

*Please know the permitting rules and play within them*  
<http://www.lowerislandsoccer.com/rules-and-regulations>





2015/2016 Budget Draft - FISCAL YEAR APRIL 1 to MARCH 31**				
** For comparative purposes, some figures have been reclassified	Budget 2014/15	Actual 2014/15	2014/15 Variance	Budget 2015/16
Registration Revenue/Expense & Core costs	A	B	A - B	D
BCSA Registration Revenue	418,236	406,862	(11,374)	406,620
BCSA Registration Expense	(206,215)	(203,241)	2,974	(201,497)
Administration fees from BCSPL	26,600	26,600	0	26,600
<b>Net registration revenue</b>	<b>238,621</b>	<b>230,221</b>	<b>(8,400)</b>	<b>231,723</b>
<b>less:</b>				
Administration Wages & Payroll taxes	184,000	181,322	2,678	184,000
Office Expense (lease, photocopier, phones, etc)	29,308	27,255	2,053	29,725
Board Expenses	7,400	5,059	2,341	6,100
Technical travel and meetings	5,000	4,900	100	5,000
<b>Wages &amp; Office expenses</b>	<b>225,708</b>	<b>218,536</b>	<b>7,172</b>	<b>224,825</b>
<b>Net registration Profit after Wages &amp; Office = E</b>	<b>12,913</b>	<b>11,685</b>	<b>(1,228)</b>	<b>6,898</b>
<b>Other Revenues &amp; General expenses</b>				
<b>Other Revenues</b>				
Transfer Fees	15,000	19,500	4,500	18,125
Coaching Certification	18,142	19,236	1,094	17,930
VISL	8,000	8,684	684	8,200
Referee Development	5,018	4,960	(58)	4,960
Sponsorship and Grants	1,500	4,050	2,550	1,500
Advertising	700	910	210	700
Fine Revenue	500	1,490	990	500
Interest Income	400	446	46	400
<b>Total Other Revenue</b>	<b>49,260</b>	<b>59,276</b>	<b>10,016</b>	<b>52,315</b>
<b>Other Expenses</b>				
Cup/Tournament Expenses	22,500	24,251	(1,751)	25,000
Coaching Certification	14,022	18,441	(4,419)	17,930
Awards & Medallions	13,000	12,381	619	11,290
Referee Development	5,018	4,530	488	4,960
Advertising/Communications	2,500	2,444	56	2,900
Scholarships	4,000	4,000	0	4,000
Website	1,133	1,133	0	1,133
<b>Total Other Expenses</b>	<b>62,173</b>	<b>67,180</b>	<b>(5,007)</b>	<b>67,213</b>
<b>Net 'Other revenue' Loss after General expenses = F</b>	<b>(12,913)</b>	<b>(7,904)</b>	<b>5,009</b>	<b>(14,898)</b>
<b>Net Income (Loss) E - F</b>	<b>(2)</b>	<b>3,781</b>	<b>3,781</b>	<b>(8,000)</b>

2015/2016 PROJECTED PLAYERS (based on matching 2014/2015 numbers)		BC Soccer Fee	
	Players	BC Soccer Fee	Revenue
Mini	3,525	\$ 20.13	70,958.25
U11-U18	4,105	\$ 31.80	130,539.00
<b>Total</b>	<b>7,630</b>		<b>\$ 201,497.25</b>

Projected transfers/releases	Players	Fee	Revenue	Players
2012/2013 transfers/releases	792	\$ 15.00	\$ 11,880.00	7,630
2013/2014 transfers/releases	699	\$ 20.00	\$ 13,980.00	\$2.35 per player
2014/2015 transfers/releases	785	\$ 25.00	\$ 19,625.00	\$0.65 per player
<b>2015/2016 transfers/releases</b>	<b>725</b>	<b>\$ 25.00</b>	<b>\$ 18,125.00</b>	

VISL	Teams	Fee per team	
2012/2013 teams	90	\$ 80	\$ 7,200
2013/2014 teams	93	\$ 80	\$ 7,440
2014/2015 teams	85	\$ 80	\$ 6,800
2015/2016 projected teams	80	\$ 80	\$ 6,400
Plus estimated ID cards	600	\$ 3	\$ 1,800
<b>2015/2016 projected VISL revenue</b>			<b>\$ 8,200</b>





<b>Budget Notes</b>
*Reminder fiscal is April 1st to March 31st and budgets are now being reported in accrual format rather than cash format.
1. Registration-based income based on projections noted below.
2. Based on percentage of rent and salaries for work and space/costs provided.
3. 2014/2015 Actual Wages were lower because of extended vacation, not able to repeat
4. 2015/2016 budget office new computer approximately \$2200
5. No 2014/2015 Strat Plan Mtg room charge as budgeted, and no Strat plan meeting budgeted for 15/16
<i>Slight Surplus of Net Registration funds OVER Core Costs ----- the costs for the Association to exist</i>
6. Assume will downward trend for transfers with increased pooling already requested
7. This is an in/out income with the matching expense below.
8. VISL reimburse for admin support, per team fee plus ID card fee. We gain a discipline committee.
9. Similar to coaching certification, this is an in/out income with matching expense below.
10. This year's actual includes grant money for a Futsal Festival (\$1500) and a She Kicks campaign (\$1200)
11. Advertising income from producing cup programs.
12. Higher than usual fine year
13. More participants at all festivals this year, costs would have been higher but received subsidized balls from grant award, expect similar trend in numbers but can't count on grant
14. 2520 medals, \$4.70 per medal, reconfirmed best price. No Island Cup next year. MVPs will cost next yr.
15. "Conflict management" and "Leading effectively" workshops increased costs this year (2 per club)
<i>Slight Deficit of Misc Association Fees OVER Expenses to achieve Strategic Plan</i>
<i>2015/2016 DEFICIT indicates a rate change will be required for the 2016/2017 Soccer Fiscal year.</i>