



Deerfoot United Football Club
Board Of Directors Meeting
Saturday January 14th – Cummins Board Room
4912 – 52nd Street SE Calgary, AB T2B 3H6

Call to Order 10:08am by Cory

Attendees Present:

- Quianna Sharples
- Marlene Mashinter
- Cory Abel
- Amanda Howden
- John Shiells
- Brianna Parkhill
- Lancelot Christopher
- Wendy Wong
- Rob Lanzillotta
- Danilo Schoenfeldt
- Shane Rompfer
- Ellen MacCallum

Approval of Agenda. Motion made by Cory, seconded by Brianna.

Cory Implemented the Parking Lot: Items listed in the parking lot will be brought up at next meeting as these items need more time for discussion.

1. Discussed Job descriptions of Executives and defined roles for those positions.
Current:
 - President: Cory Abel
 - Previous President: Larry Leech
 - 1st Vice President: Rob Lanzillotta
 - 2nd Vice President: Brianna Parkhill
 - Technical Director: Danilo Schoenfeldt
 - Registrar: Amanda Howden
 - Treasure: Wendy Wong
 - Secretary: Quianna Sharples
 - Webmaster: John Shiells

Extra positions appointed during meeting

- Age/Grassroots Coordinator: Brianna Parkhill with Shane Rompfer helping
- Referee Coordinator: Cory Abel
- Fields/scheduling Coordinator: Ellen MacCallum
- Fundraising Coordinator changed to Events Coordinator:
- Equipment Coordinator: Marlene Mashinter

All were asked to email Cory about what they think their role should cover and what extras they currently cover to be delegated to a different role.

Deadline for this Jan 20th 2017

Job descriptions and roles will be finalized by Cory (emailed to BOD) Jan 27th – Feb 3rd 2017

Once roles/descriptions have been decided the person in charge of that role will be accountable.

Was decided that 48 hours to respond to emails was an acceptable time frame. Trust that within the 48 hours who is responsible for the item/problem/question will be done/answered by who it should be.

Look at who email is addressed to before answering as it may be a cc: and not for you but to keep you in the know.

Once roles/descriptions are finalized forward “not your job” emails to the person who is in charge of that role

2. Committee/volunteer needed roles

Registration (2-3 volunteers needed)

Amanda lead

- Volunteer 1: Steve Schoenberg
- Volunteer 2: Quianna Sharples
- Volunteer 3: Vacant

Equipment (2-3 volunteers needed)

Marlene lead

- Volunteer 1: Steve Schoenberg
- Volunteer 2: Peter
- Volunteer 3: Vacant

Events (2-3 volunteers needed)

No Lead yet

- Volunteer 1: Jodie
- Volunteer 2: Tara
- Volunteer 3: Vacant

Age/Grassroots (3-4 volunteers needed)

Brianna lead

- Volunteer 1: Ellen MacCallum
- Volunteer 2: Shane Rompfer
- Volunteer 3: Caitlyn?
- Volunteer 4: Vacant

Scheduling/Fields (1-2 volunteers needed)

Ellen lead

- Volunteer 1: Amanda Howden
- Volunteer 2: Vacant

Referee (1-2 volunteers needed)

Cory lead

- Volunteer 1: Tyson Karmin
- Volunteer 2: Vacant

Casino (1 volunteer needed)

Lance lead

- Volunteer 1: Karen Hawkes

Treasurer (1 volunteer needed)

Wendy lead

- Cory and Amanda will back up

Discipline (4 volunteers needed) (emails have been sent to respective individuals)

Brianna lead

- Volunteer 1: Brian Mackenzie
- Volunteer 2: Alan
- Volunteer 3: Larry Leech
- Volunteer 4: Currently vacant

Mike and Peter have been emailed, waiting on reply from either

No more BOD members can be approved for this position, currently 2 approved (Brianna and Larry)

Technical (4 volunteers needed)

Rob lead

- Volunteer 1: Danilo
- Volunteer 2: John
- Volunteer 3: Lance

Wes, Kaiden, Nathan all trainers

Parking Lot: Volunteer Coordinator – Will need more discussion on this role, who will fill it and description.

Suggestion made for a drop down box to select community during registration (for practices)

Suggestion made about getting laptops to bring to in person registrations to make everything online.

ALL POSITIONS (volunteer and other) NOT FILLED MUST BE FILLED BY FEB 3RD 2017

3. Got skipped as we touched on all of them during 1 and 2!

4. Documents

a. Anti-Bullying Policy for kids

- Brianna to put together a step by step for coaches on what to do.

b. Player code of conduct (currently on website)

- Suggestion that this be sent out with welcome package to parents
 - Suggestion about adding a mandatory shin pad implementation
- Approval from Amanda, seconded by Brianna

c. Spectators code of conduct (currently on website)

- Taken from CMSA website
- add respect role of coach
- add in 24 hour cool off period for issues
- add in link to field marshal program

d. Equipment policy (currently on website)

- add in mandatory shin pad to practices/games and tech sessions
- add no shin pads, no participation in activity
- suggestion to have shin pads (1-2 pair) as part of equipment for team
- suggestion for signing an agreement to policies on website as part of registration

e. Refund policy (currently on website)

- Change \$50 admin fee to \$100 admin fee
- Change "prior to the first game or the first tryout session" to "prior to first sanctioned game"

Approval from Amanda, seconded by Rob

f. Practice gym rules (currently on website)

- No issues

g. Coaching code of ethics (currently on website)

- No issues

h. Club Charter

- Lance will pull bylaws/charters
- Cory/ Lance will develop club charter

i. Principles/ Club values

- currently we need to develop these
- what are our values? SWU has good ones to check out
- Cory/Rob/Brianna will develop
- John will send his ideas to Cory

5. Outdoor Season 2017

- a. In person registration March 1st 7-9pm Thorncliff
 - suggestion for a u4-u8 open house/ question night

- b. Repricing for outdoor fees/ reevaluate budgets
 - Cory needs to recheck numbers and will resend to BOD
 - Brianna/Danilo were asked to see how many teams we had for outdoor last season.
 - Other clubs charging an extra \$200 for tech not included in fees/ same with tournaments
 -
- c. Tryouts – Danilo in charge, also volunteers (tech volunteers and BOD if needed)

- d. Open House
 - will be held at Thorncliff – Cory will work on date and time for this

- e/f. Tech schedule/ Field schedules
 - Ellen in charge will need help (Amanda and another volunteer)

- g. Referees
 - suggestion of a linesman appointed by DUFC (paid position) for home team
 - Money for this would be added to registration fees
 - train our younger referees to talk to field marshals before game to explain what is expected from them and their role before each game.

- h. Advertising
 - Add a “how did you hear?” to registration/ conversation during in person sign up
 - John in charge of facebook advertising
 - Ask schools to hang up advertising flyers for our club

A fee approval will be sent out by January 20th 2017

6. Branding

- Current club colors are Blue/White
- email to send out to all coaches about returning the blue jerseys to the club by end of season (suggestion to send out mid February)
- should we provide the second set of jerseys? Could be added to fees
- Marlene was asked to price out what that would cost the club
- DNR for non- returned jerseys and outstanding fees
- suggestion about getting a deposit cheque at registration for jerseys – cash in deposit cheque if jersey not returned
- John to develop a policy for this

Orders are to all go through Marlene

Any links to Fishers for ordering to be removed from website

- suggestion for BOD to get free swag with DUFC logo's

7. MAC United

- Issues with ref in box not helping make calls (ref in box says that ref on field makes all calls and it's not on them to help)
- Make sure all coaches warn players and be aware when playing MAC United teams due to the violence on the field
- Suggestions made about forfeiting the games and taking the fine instead of playing the teams (risking uncalled for injuries)
- Send thoughts/issues and things you have witnessed in these games to Cory
- document all events/issues and send to Cory, do not send to CMSA

8. Teamsnap

- Club looking into providing teamsnap to teams (added to fee cost)
- Cory/Amanda looking into all the options teamsnap offers and costs
- will set up a meeting with Aliza within 3 weeks to learn more about all the options and see what is a fit for our club.

9. Grassroots Symposium

- Danilo brought up the decline of interest for u8-u10 girls
- a link to this is already currently on our website for more information
- Help build confidence in new coaches and kids new to soccer
- hope by doing this we could pull in younger crowds (particularly getting the u8-u10 girls back interested)
- helps to organize coaches
- suggestion to run sessions prior to setting up teams
- Danilo will develop sessions and arrange dates

Danilo signed up for the festival – will need 8-16 coaches – 80 u8-u10 kids

- 2 grants available 1: \$2000 2: \$500
 - Feb 24th they will get back to us about festival
 - March 10th they will announce who receives the grants
- Suggestion that all coaches should be present at their teams tech sessions

10. Budget

- So far we have put out \$120 000 for indoor, still have money in the bank though so we are doing good.
- Cory/Wendy will go through the financials and figure out/organize to get a better idea of where we are at.

We will look into this further once it is all figured out to set budgets for coordinators

11. Club Collaboration

- Other clubs are taking notice of what we, as a club, are doing.
- Need to develop collaboration policies
- BOD as a whole will make decisions on anything to do with this.
- Shane will develop “Rules of engagement” to recruit players/coaches safely

12. Treasurer

- the coordinator in charge (equipment, tech for examples) will approve invoices/orders below set budgets – anything that goes over budget must be approved by the signing authority (Cory/Amanda only)
- implementing creating PO's
- Cory and Wendy will have a meeting about PO's and approval of invoices
- Cory/ Amanda/ Wendy will have a meeting in Feb to plan out finacials
- Danilo needs to come up with what he needs for budgeting – currently we have no tech budget

Ellen MacCallum was nominated by Rob as a director
Motioned by Cory, seconded by John. Unanimously approved.

Motion to close meeting by Cory, seconded by Rob. Unanimously approved.
Meeting closed at 1:32pm