***FOOTBALL FEDERATION OF BELIZE F.F.B***

*Formerly B.N.F.A 1980-2001*

*Affiliated to FIFA and CONCACAF*

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**Minutes of the Football Federation of Belize III Extraordinary Congress held at Queen’s Room, Ramada Princess Hotel and Casino, Belize City on September 2, 2017.**

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| **Present:**  |  |
| Corozal Football Association –  | Mr. Miguel Alcoser  |
|   | Mr. Baltazar Chan  |
|    | Mr. Mario Cassanova  |
| Orange Walk Football Association –  | Mr. Laddrick Sheppard  |
|    | Mr. Fernando Sanchez  |
| Belize District Football Association –  |  Mr. William Moguel  |
|    |  Mr. Leroy Clother  |
| Belmopan Football Association –  | Mr. Marlon Tillett  |
|   | Mr. Lincoln Wiltshire  |
|    | Mr. Dean Flowers  |
| Cayo Football Association –  | Mr. Earl Trapp  |
|   | Mr. Kent Gabourel  |
| Stann Creek Football Association –   | Mr. Dennis Serano  |
| Toledo Football Association –  | Mr. Carlos Galvez  |
|   | Mr. Marlon Garbutt  |
|    |  Mr. Jose Teul  |
| Premier League Belize –  | Mr. Ian Haylock  |
|   | Mr. Luis Pena  |
|   | Mr. Rudolph McKoy  |
|   | Mr. Glenford Arzu Mr. Patrick Flores  |
|   |   |

**Executive:**

Mr. Marlon Kuylen

Mr. Shane Orio

Ms. Darlene Vernon

Mr. Anthony Mahler

Mr. Ray Davis

**Management Team:**

Mr.Renan ouoh

Mr. David Jones

Dr. Eugene Cleland

Mr. Reinaldo Guerrero

Bro. Idemuei Moss

**Invited Guests:**

President Emeritus – Mr. Delhart Courtney National Sports Council – Mr. Ian Jones

Premier League of Belize – Mr. Wilhelm Miguel

# Call to order 9:30am

The President confirmed that there was one hundred percent (100%) attendance and the III Extraordinary Congress was convened. The President welcomed President Emeritus, District Association delegates, Premier League of Belize delegates and the Invited Guest. The President Emeritus opened the Congress with a prayer.

**AGENDA:**

# President’s Remarks

The President gave his opening remarks. His remarks highlighted the following:

* That four affiliates requested this Extraordinary Congress as per Art. 28.2 of the FFB Statutes, which also stipulates that the agenda of the Extraordinary Congress cannot be altered.

* Much more will be discussed when a regular meeting is called in October 2017.

* To accomplish the agenda today, everyone needed to put their differences aside and that we need to develop our sport of football.

* That Smart pledged Fifteen Thousand ($15,000.00) for Mundialito Tournaments.

* Mr. Guerrero has set-up a short term marketing plan to raise funds.

# Toledo Football Association (TFA)

The Chairman of TFA addressed the congress and stated the following:

* That whatever decision made at this Extraordinary Congress that the Congress Members we will be held responsible.

Irregularities have taken place to convene the Extra Ordinary Congress. That some associations did not hold any meeting to petition this Congress; that some associations did not review Statutes and code before calling this meeting.

* The Ag. President received a letter from the General Secretary of FIFA, and have not communicated the content of the letter to Congress members.

* The PLB President intervened and asked the Acting President to ensure that the meeting followed the Agenda, and that the TFA Chairman should not speak at this juncture.

# Approval of 2016 Minutes

The minutes of the 2016 Congress was approved by the following seven affiliate members:

Cayo Football Association

Belmopan Football Association

Belize District Football Association

Orange Walk Football Association

Stann Creek Football Association

Corozal Football Association

Premier League of Belize

Abstained:

Toledo Football Association abstained.

# Approval of President’s activity report

The President’s activity report was approved by the following six affiliate members:

Cayo Football Association

Orange Walk Football Association

Belize District Football Association

Belmopan Football Association

Corozal Football Association

Premier League of Belize

Abstained:

Toledo Football Association and Stann Creek Football Association abstained

# Review of Financials & Financial Statements 2015 – 2016

The Finance Director, Dr. Cleland, did the presentation on the financials. His presentation highlighted the following:

* That Auditors (Swift and Associates) gave an unqualified opinion for the 2015 Audited Financials.
* That the Auditors (Baker Tilly Hulse) gave a qualified opinion for the 2016 Audited Financials.

* He explained the difference between an unqualified and a qualified opinion and explained the primary reasons why the opinion for 2016 was different than 2015.

* He also explained that more funds were available in 2015 because of the World Cup bonus and that all the bonus funds were spent on the National ‘A’ Team World Cup Qualifier Matches against Cayman, Dominica Republic, and Canada.

* He entertain various questions from Congress Members about use of funds, reporting, and requirements of the accounting department. He explained that a full time person would be employed to attend to all daily data processing functions.

**Approval of 2015 Financials**

Cayo Football Association

Stann Creek Football Association

Belize District Football Association (Provisional)

Abstention:

Toledo Football Association

Not Approved:

Belmopan Football Association

Orange Walk Football Association

Corozal Football Association

Premier League of Belize

**Approval of 2016 Financials**

Belmopan Football Association

Cayo Football Association

Toledo Football Association

Stann Creek Football Association

Orange Walk Football Association

Belize District Football Association

Corozal Football Association

Premier Belize of Belize

# Approval of Budget 2017

Dr. Cleland also did a presentation on the Budget and mentioned that everyone had time to go through the budget, since it was issued a few months ago.

The following issues and feedback were communicated regarding the budget:

* Corozal Football Association reported that from February to September no one from the FFB went to Corozal.

* The President stated that there will be a meeting with each District Association so everyone will be on the same page.

* Orange Walk Football Association asked what the timeline for implementation was.

* The budget is proposing to establish an office in each district and at least two paid personnel.

* Corozal Football Association queried about the Grassroots program and the amounts allocated in the budget. It was explained that the amount was derived from the cost of previous Grassroots Programs in the districts.

* Belmopan Football Association reported that the budget was compiled without consultation with stakeholders and hoped that the Association would be able to access additional funds. They also suggested that the FFB look at all the different potential revenue sources.

* The Ag President stated that the FIFA Congress approved FIFA Forward Funding Program in Mexico. Up to March 2017 no country had accessed the funds. FIFA had to go to the different regions to hold workshops to show each country how to access those funds, as it’s a complex process.

* Belmopan Football Association asked who from the FFB was sent to the training. It was reported that the Ag. President and the previous General Secretary went.

* Belmopan Football Association claimed that something is seriously wrong and unacceptable with the high salary for FFB administration and finance, and asked for an explanation.

* Finance Director explained that the salaries were indeed higher than previous years because the FFB was no longer lead by just and President and a GS, but now had a higher complement of personnel, including a management team that was recommended as part of a 2014 Performance review.

* The Finance Director also explained that the FFB is a labour intensive organization, similar to an educational institution and the proposal for further increase the number of personnel employed by the FFB. He suggested that the Associations become familiar with the Contract of Agreed Objectives (COAO), which is also recommending that the District Associations be staffed with two (2) persons. He continued by saying that in order for the districts to develop and implement their football programs, there must be some full-time personnel in place as the practice of volunteerism have not delivered the type of results required to improved football.

* The Finance Director explained that the COAO is a 4 year budget, including operational funds that is already earmarked for specific projects by FIFA. The operation funds is the $1 million approved each year by FIFA. This was originally as FAP. However, an additional $1.5 million is now accessible via the Forward Project.

* The Premier League of Belize argued that the Fuel mileage cost was excessive. The Finance Director explained that this cost represent commuting from Belize to Belmopan by the President and General Secretary.

* Finance Director argued whether the PLB was suggesting that the President and GS take the bus to work.

* The Acting President indicated that there will be meetings and presentations regarding on COAO in the very near future. That the FFB will commence to send out monthly financial statements to Member Associations and that there is a need for everyone to become more involved in the budget process. He mentioned that over the past two months, the FFB have started to stream line its operations. There have been five (5) dismissals. The FFB is now saving around four thousand ($4,000.00) monthly, has advertised the post for accounts clerk, and is now saving significantly on fuel.

* The Acting President continued by assenting that District Executives should be more involved in the programs and that the COAO will give the FFB the opportunity to development and implement football programs. He also explained that every time there are national teams, the FFB incurs increased costs because of the need to hire coaches, trainers, physio etc.

* Belmopan Football Association indicated that for the Congress to approve the budget there needs to be a consultation process. The process needs to be open and the budget submission needs to be in more details.

• Belmopan Football Association also posited that that the Director of Finance must

 provide by the 15th of each month. This report should include a break-down of major

 expense items and there should be consultation with the Congress going forward.

 The District Associations and the PLB should be able to meet with the Budget

 Committee whenever necessary.

# Approval of the Budget

The 2017 Budget was approved by all Members

Belmopan Football Association

Cayo Football Association

Toledo Football Association

Stann Creek Football Association

Orange Walk Football Association

Belize District Football Association

Premier League of Belize

# Review and approval of strategic plan

* The President explained that the strategic plan is linked to FIFA Forward Plan. The deadline to submit the COAO was on June 1 and that work had begun from last year to formulate the strategic plan. There was no structure, no vision, and no mission at the FFB before. He hoped to get support of Members in approving it.

* Belmopan Football Association commended the plan and wishes its success.

* Premier League of Belize agreed to the plan and indicated that there also need to be a plan to maximize revenues.

The strategic plan was approved by all Members.

Belmopan Football Association

Cayo Football Association

Toledo Football Association

Stann Creek Football Association

Orange Walk Football Association

Belize District Football Association

Corozal Football Association

Premier League of Belize

# Dismissal of the following persons

* The acting President explained that this is a complicated matter. FIFA requires due process and the Congress authority is limited to the provisions in the statues. When it comes to staff the GS is the one who is responsible to dismiss base on consultation with the Executive. Therefore some names on this list does not fall under the Congress authority. Additionally, anyone that is to be dismissed must also be given an opportunity to make representation and the Congress must also present reason(s) for dismissal. It was moved that the item to be struck off the agenda.

* The PLB asked for a definition of who is a person as identified in the Statues.

* Ms. Vernon read Art. 36 of the FFB Statutes – dismissal of a Person or Body. She also read the power of the General Secretary and stated that the staff falls under the General Secretary. Congress can dismiss but the person(s) has to be given

the opportunity to defend themselves. The General Secretary is responsible for the administration of the FFB but need to follow procedures.

* The PLB agreed with the above and agreed to move on with the Agenda,
* The Belmopan Football Association was in agreement with discussion. Member or Members did not follow through with proper procedure nor presented justification.
* Toledo Football Association rebutted and said there was evidence. The acting Chairman of TFA said that they had the authority to dismiss a person.

* The Acting President said Agenda item #8 will be struck off the list immediately.

# Vote to remove current Electoral Committee and Electoral Appeals Committee

* The Acting President stated that a Memo was sent out in regards to committees. He stated that whilst the request is to do away with the current electoral committee who are people of high integrity, he believe that rather than replaced the committee members, it can be strengthened.

* Toledo Football Association stated that Art. 22K – revoking the mandate of one or a number of members of a body of FFB. That no reasons was presented to remove these committees. The Electoral Appeals Committee mandate is for four years.

* Ms. Vernon stated there needs to be reasons for removal to substantiate and that the committee mandate is for four years.

* The PLB argued that Committees are for four (4) years but they cannot oversee two election in the four (4) years. They can only oversee one (1) election in the four (4) years. They are not satisfied how this committee conducted their duties
* Ms. Vernon argued the need to follow the statutes and provide evidence. Reasons must be listed and this has not been done. The Congress can ask for it to be placed back but have to follow the right procedure.

* Belmopan Football Association stated that they had no problem supporting the motion but voiced their dissatisfaction with the committee based on their own investigation and observations.

* Belmopan Football Association claimed that last members of the committee said that they signed blank vouchers. Members were compensated differently. Both Mr. Martinez and Mr. Mendez being dismissed while they were elected.

* The Acting President stated that individuals have to be careful when they use the words dismiss. The committees have members and alternate. They were not dismissed they were substituted due to conflict of interest. A member cannot serve as General Secretary and serve on a committee. When you decide you will only do one then you must resign from the other.

 The acting President stated that we don’t want to be embarrassed by having our international bodies tell us what we should know. Another Extraordinary Congress can be called but the proper procedure must be followed.

* Belmopan Football Association quoted Art. 3 – if the members fit those criteria and are willing to serve. Eg. The current members, the Executive should provide a report on the Electoral and Electoral Appeal.

* Ms. Vernon excused herself as she had an emergency at 12:40PM.

* Premier League of Belize wanted another legal opinion and for FIFA to clarify the duration of the term of the electoral committee.

# Election of Ethics Committee

* The acting President explained that an AdHoc Committee was established to identify individuals nominated by Member to make up the Ethics Committee. The committee has recommended five individuals to serve on this Committee. The Congress can either agree on the recommendation or will use some members but it has to be only five (5) members for the committee.

* Belmopan Football Association read Art. 1 in the Electoral Code – The Electoral Committee is responsible to oversee all elections including judicial bodies. Subsequently, an ethics committee could not be vote on if there is no electoral committee present
* The acting President claimed that the Congress had voted in the electoral committee without any information and now that he had secure adequate information (bio) for the proposed ethics committee the Congress do not want to vote in

* The acting President stated that If FFB does not have a Code of Ethics in place we will have to use FIFA one.

* Toledo Football Association pointed out it’s just a procedure that needs to be followed to establish the ethics committee.
* Premier League of Belize still want to revisit the Electoral and Appeal Committee. It is of essence to deal with every part of the agenda. He asked to kindly revisit the above after the break.
* Mr. Davis stated that Item number 10 downwards will have to be dropped. Advice is best for us to move forward by putting off and use the Statutes. The Congress can look at these outstanding items at a next Extraordinary Congress.

* Mr. Davis further explained that the AdHoc Committee for the Ethics Committee have recommended a list of five candidates. It’s the Electoral Committee that has to do the election of this Committee. We would have to look at this when the Statutes is revisited.

* Will need to refer these items to another Extraordinary Congress.

* President stated that another extraordinary Congress can be convene within sixty

(60) days. As we get the request it will be thirty (30) days after.

* The following Association agreed to the above

Belmopan Football Association

Toledo Football Association

Stann Creek Football Association

Orange Walk Football Association

Belize District Football Association

Corozal Football Association

Premier League of Belize

Cayo Football Association

Motion for adjournment was moved by Toledo Football Association and seconded by Belize District Football Association.

**The III Extraordinary Congress was adjourned at 1:45pm.**