

Present:

Members of the Board of Directors

Rachel Brace
Ember Ryal
Tina Abraham

Deborah Melman-Clement
Jenica Walker

Marguerite Heer
Dora Nomikos

Guests:

Alex Fletcher, VP of SOSA

Teams Represented at the meeting:

Outdoor Teams (based on teams registered for Summer 2016)

Tiered

Alehouse
Align Orthotics
Amazons
Bronson and Bronson
CFB
Halliday Construction
Hurricanes
Hyundai
Luscious

PT United
Quarry Medical Chiropractic
Sharks
Turf Queens
Velocity
Viceroy
Violet Femmes
White Lightning

Masters

Cataraqui Dental
Dragons
Flowers United
McCullough Hotspurs
Zingers

Indoor Teams (based on teams registered for the 2016/2017 season)

Tiered

Alehouse
Align Orthotics
Amazons
Bayview Dental
Bronson and Bronson
CFB
Glengarrians
Halliday Construction
Hurricanes

Hyundai
Luscious
PT United
Sharks
Turf Queens
Velocity
Viceroy
Violet Femmes

Masters

Cataraqui Dental
Dragons
KWSC Ladies
McCullough Hotspurs
Miss Directions
Red

Rachel Brace, President, assumed the Chair of the meeting and called the meeting into order at 6:34PM

1. Roll Call

The Registrar/Tier Director confirmed that a quorum existed (representation of 22 out of 30 outdoor teams; representation of 23 out of 26 indoor teams).

2. Introduction of Executive

The Board of Directors introduced themselves to the Members.

3. Declaration of Conflict of Interest

There was no declaration of conflict of interest by any Members present at the meeting.

4. Approval of Agenda

The agenda was circulated to Members prior to the meeting. Copies were also available at the meeting. Changes to the agenda were as follows:

- Item #12 (Disciplinary Report) was removed and added the item 'Sportsmanship' under New Business.
- Under Item #13 (New Business) the item 'Changes to Rules of the Game' were added

On a motion *moved* by Bob Machin (Alehouse) and *seconded* by Tracey Francis (Catarqui Dental) it was:

Resolved that, the Agenda of the Meeting of November 30, 2016 be approved. Carried.

5. Approval of Minutes of the KWSC Annual General Meeting of November 30, 2015.

The minutes were circulated to Members prior to the meeting. Copies were also available at the meeting. There were no requested changes to the minutes. On a motion *moved* by Louise Winn (Hurricanes) and *seconded* by Irene Stead (Dragons) it was:

Resolved that, the Minutes of the Annual General Meeting of November 30, 2015 be approved. Carried.

6. Receipt and Approval of Audited Financial Statements

The Audited Financial Statements (circulated to Members prior to the meeting and included in the Members package) were presented by Colleen Lawrie of Wilkinson Chartered Accountants. Colleen explained that, as mentioned on the introduction, the auditors are confident that the numbers are accurate and complete. Colleen also highlighted the following parts of the report:

- Report, Page 2: Assets \$180,760. Liabilities \$23,339.
- Report, Page 3: Net assets: last year about \$150,000, this year this has become \$157,421.
- Report, Page 4: Revenue \$155,942. Expenditures have not changed much since last year, except for field expenditure which went from \$42,094 to \$19,040 (due to using the SLC field and the City lowering the fees of turf fields). Total expenses were \$148,451 with a surplus of \$7,491.
- Report, Page 5: shows movements of funds.

- Report, Pages 6 and 7: Notes. Similar to last year.

On a motion *moved* by Irene Stead (Dragons) and *seconded* by Chantal St-Amour (Bronson and Bronson) it was:

Resolved that, the Audited Financial Statements ending August 31, 2016 be approved as presented. *Carried.*

Colleen Lawrie of Wilkinson Chartered Accountants left the room.

7. Appointment of Auditor for F2017

On a motion *moved* by Kim McKinder (Red) and *seconded* by Leslie Lawlor (Glengarrians) it was:

Resolved that, the Wilkinson Chartered Accountants be appointed as the Auditor for 2017. *Carried.*

Colleen Lawrie of Wilkinson Chartered Accountants returned to the meeting.

8. Treasurer Report

Tina Abraham, Treasurer, provided the following report:

- The Hurricanes was the first team to pay in full for the 2016/2017 indoor season. In recognition of this, a gift card was presented to the captain, Louise Winn.
- After all the bills were paid for the 2016 outdoor season, there was a surplus of fees. This was because the City of Kingston unexpectedly lowered the fees of turf fields for the summer of 2016. Some of this surplus was returned to outdoor teams, but some was kept to cover the deficit experienced last year.
- The board has decided that for 2017 registration will occur earlier, i.e. in March for the 2017 outdoor season and in July for the 2017/2018 indoor season. This will allow for better risk management financially. It will also allow for more time to determine tiers etc. Tina explained that the Board bases outdoor fees released to members in March on estimates of field costs provided by City of Kingston in December. However, it is not possible to know what the exact cost is until late April / early May, when KWSC receives the final contract from the City. Because it is acceptable to release City fields up to 30 days in advance we tend to slightly overbook. This conservative approach has worked well for KWSC, which is why the board will continue to apply it down the road. Also, for the 2017/2018 indoor season, due to new ownership, the Westbrooke Dome has informed KWSC that they want a down payment earlier i.e. in July. The previous KWSC-Dome contract is also void, so KWSC will need to negotiate a new one, in which, KWSC has been told, we will not have the ability to receive preferred rates any more. Therefore, given some uncertainty, it would be wise to start planning the 2017/2018 indoor season earlier.

It was suggested from the floor that because CFB has a team that plays in the KWSC league, the executive could perhaps inquire about the possibility that KWSC could use the Indoor facility at the CFB for some of the 2017/2018 indoor games.

9. President's Address

Rachel Brace, President, took the floor and explained that her report was included in the package circulated with the meeting material. Some of the content in the report will also be discussed under the New Business part of the agenda. Of note, some work is being done in view of re-structuring the Board Member job descriptions. This will affect the Secretary, Registrar and Communications Officers and will require a change in the club's constitution. The Board will aim to present more details in the next Annual General Meeting in 2017.

10. New Business

The following items of New Business were discussed:

- Changes to Rules of the Game: Marguerite Heer, Vice President of KWSC and Head Referee, first explained that there were changes in the laws of the game from FIFA (257 changes overall). These changes will come into effect for the 2016 outdoor season. There will be a presentation explaining the changes to all team reps before the outdoor season.
- Sportmanship: Marguerite brought up the issue of unsportsmanlike behaviour in KWSC games, which has been unfortunately observed. Marguerite emphasized to team reps in attendance that we all need to make sure there is no rudeness on the field and encouraged captains to promote sportmanship within their teams. Marguerite also explained that the option for the Disciplinary Chair to come and observe specific games is also available, should captains want to exercise it. Marguerite remarked that the summer KWSC 2016 outdoor season was a fairly quiet season in terms of disciplinary issues, but the club inbox was full of issues relating to unsportsmanlike behaviour. Two reps from the floor suggested that referees should perhaps issue more cards.
- SLC / KWSC Field User Agreement: Rachel Brace, President, explained that Saint Lawrence College (SLC) officials were invited to this meeting, however, they were unable to attend. Rachel and Deborah Melman-Clement from the KWSC executive met with SLC three weeks prior to this meeting, because there will need to be a temporary breach of the KWSC-SLC agreement. The reason for this is that SLC is planning changes to the college's student centre (making bigger, improving facilities etc). The new facility will extend into some of the space of the current SLC field which, as a result, will have to be moved further down (together with the lights) towards the lake. Construction is scheduled to end in May 2017, but it would be unlikely that the field will be available for the summer, because it will need to be seeded etc. In consequence, SLC have given KWSC the use of the college's Rugby field for the Masters division (not lit) during the summer of 2017. In addition, the KWSC-SLC agreement will be amended to add a year to its total duration, so as to offset the time lost in the summer of 2017. Also, SLC has indicated that KWSC teams will be allowed to use the new change rooms and showers in the new student facility, when

completed, as well as allowed to access the new facility pub. SLC have acknowledged that the new student centre project will interrupt the KWSC-SLC agreement for a year, but have stated that in the long term they believe it will be worth it. Rachel recommended that the KWSC membership accepts the SLC proposal. Response from the floor was unanimously positive.

- Upcoming 2017 Outdoor Season – Extension to 16 Games: Rachel Brace, President, recommended on behalf of the board, that in the 2017 outdoor season the same format is used as in the summer of 2016, i.e. no play offs and no prize money. However, she stated that the board received feedback that a 14 game season was felt to be short. Therefore, Rachel proposed to extend the 2017 outdoor season to 16 games.
- Upcoming 2017 Outdoor Season – Draft Tier Placement: Rachel also pointed out that the package circulated for the meeting contains a *draft* outdoor team tier placement for 2017, based on the best case scenario, where all the teams from the 2016 outdoor season return, and with similar level rosters. Rachel advised team reps that if they were to know ahead of time that their roster will change for 2017 and thought that the proposed tier placement no longer reflects their team's level of play, to let board know in writing through the communications email as much in advance as possible and request a tier adjustment.
- KWSC Growth and Development: Rachel Brace, President, explained that the KWSC board will be looking into the use of social media and is asking for volunteers. If anybody is interested in helping they should let Tina Abraham (Treasurer) know. The main motivation behind employing social media is to try to attract new young membership to KWSC. Younger female soccer players today find out about soccer clubs, including KWSC, through electronic means, instead of using the more traditional routes such as going to fairs etc. So, the board feels it is important for KWSC to get a social media presence. In general, under article 2 of the KWSC constitution, there is provision to dedicate time for club development. Rachel thus proposed to focus time into club development in 2017. Some parts of this effort will be free (such as social media presence, as above), but some will need to be paid activities, for example, if player, goalie and referee development activities were undertaken. Some examples of possible club development activities are: (1) KWSC to pay \$100 towards new referee training with the stipulation that the sponsored person referees KWSC games for the first two years; (2) KWSC to get a table at the City of Kingston Leisure Show; (3) KWSC to produce advertising materials (e.g. banner) and ask the Westbrook Dome to display them within their facility; (4) produce T-shirts and/or hoodies with KWSC logo. Rachel proposed that a \$5,000 sum be approved by the membership for use towards club growth and promotion / advertising activities. A committee will be struck to oversee these activities. This committee will have no voting rights and will have to report back to the KWSC board. The KWSC has about \$40,000 in restricted funds, out of which Rachel proposed we take the \$5,000 amount from. Rachel motioned setting aside \$5,000 from the restricted fund for club development. Seconded by Chantal St-Amour. All were in favour, no against votes.
- Restricted Field Fund: Rachel Brace, President, explained that other than taking \$5,000 out of the restricted fund for club promotion / development purposes, there is no other proposal or intent for this money to be touched.
- Question From the Floor: Will there be any tier movement of teams for the 2016/2017 2nd half of the indoor season? Answer: Yes, the Amazons will move to Tier B (based on their request) and Turf Queen's will move to Tier C. Otherwise no changes.

11. Elections

Marguerite Heer, Vice-President, explained that four Executive positions were up for election: President, Secretary, Registrar/Tier Director and Communications Officer.

I. President

Marguerite asked Rachel Brace (current President) if she will be standing. Rachel confirmed that she did. Marguerite asked the floor three times if there were any other nominations for President. No further nominations were received. No vote required, sole nomination.

Rachel Brace was Acclaimed President of KWSC.

II. Secretary

Marguerite asked Dora Nomikos (current Secretary) if she will be standing. Dora confirmed that she did. Marguerite asked the floor three times if there were any other nominations for Secretary. No further nominations were received. No vote required, sole nomination.

Dora Nomikos was Acclaimed Secretary of KWSC.

III. Registrar / Tier Director

Marguerite explained that Ashley Theis from Align Orthotics has been nominated for this position and has accepted the nomination in writing, even though she was not able to be present at the meeting. Marguerite asked the floor three times if there were any other nominations for Registrar / Tier Director. No further nominations were received. No vote required, sole nomination.

Ashley Theis was Acclaimed Registrar / Tier Director of KWSC.

IV. Communication Officer

Marguerite asked Deborah Melman-Clement (current Communications Officer) if she will be standing. Deborah confirmed that she did. Marguerite asked the floor three times if there were any other nominations for Communications Officer. No further nominations were received. No vote required, sole nomination.

Deborah Melman-Clement was Acclaimed Communications Officer of KWSC.

12. Adjournment

The meeting was adjourned at 8:02 pm.