



ANNUAL GENERAL MEETING MINUTES

November 4th 2010

1. **Introduction of Board by Lorraine Cook, President**

Chris Goulard Director Of Communications and Special Events

Rick Naismith Director of Coaching and Travel Teams

Chris Deckert Director of Financial Operations

Sandra Lusk Vice President

Tammy Glassford Director of House League

Tanya Leeds Director of Indoor League

Robin McDonald Club Administrator

Peter Mortson Director At Large

2. **Roll Call**

Taken of all members signed in and present at 7 p/m. 31 Present

Also present were SWRSA President Graham Williams and Vice-President Brian Gibson Sr.

3. **Period Of Remembrance**

Moment of Silence in memory of Scott VanKampen, Linda McDougal, Eileen Robinson, Gord Deckert, Sonia Varaschin, Jessie Savard

4. **Approval of Minutes**

The following changes were made:

“Financial Director – Financial Director” to “Financial Director - Chris Deckert

Motion to accept with Changes by Tammy Glassford, seconded by Peter Mortson. Motion Passed.

5. **Presidents Address by Lorraine Cook**

This year the board was made up of a dynamic group of individuals. Our main focus was to make it the best for the kids as we possibly could. We went with a 20 week long indoor season again which proved beneficial for both administration and the members. We joined the NPHSL for our older house league divisions. Upon polling our members it was decided that only one U16 Boys team would participate in that league.

Opening Day was a success even though our originally booked venue became unavailable to us with short notice. The grading assessments were successful. This a key part in balancing teams and we hope for more participation in the future. We have an alliance with the town to create new fields. Our Board and Operating Committee were very dedicated this year and I appreciate all the effort.

Decisions made this year were not made without much discussion and not made in haste. Thank you Board of Directors and Operating Committee. I will be there to support you as Past President.



6. Director of Financial Operations' Report by Chris Deckert

Financial Highlights - Balance Sheet – p2 of statement

- Cash on Hand as of September 30 @ \$54.5K versus \$48.9K last year
- O/S A/R down to \$8.7K versus \$12.4K and of the \$8.7K, and approx 25% of that was received in October.
- Contributed \$15K to GIC – up from \$10K contribution in 2010-
- Total Assets increased by 16% to \$164.7K versus \$142.3K last year.
- Deferred Revenue is Indoor Registrations received in September 2010 but for the 2010-2011 indoor seasons in a new fiscal year. Lower amount reflects lower registration numbers this year compared to last year.

Financial Highlights – Income Statement – p3 of statement

- Sponsorship revenue increased by 32% - many thanks to Laura Horn (sponsorship co-ordinator) for outstanding work.
- Total Revenue increased by 5%
- Total Expenses reduced by almost 1%
- Total Net Contribution to Capital Fund at \$38K which is an increase of \$24K.

Activity Highlights

- for the second consecutive fiscal year, we ended cash flow positive and again, dependent upon getting 2011 outdoor registration on-line by late January, anticipate the club will NOT have to borrow from the GIC to fund operations next year.
- As previously mentioned, Laura Horn did fantastic job to the point for both 2009-2010 indoor, 2010 outdoor and the 2010-2011 current indoor session.
- Moving to the PowerUp system saved money in 2009-2010 over and above the set-up costs and will generate even more savings this up-coming year. And then there is a significant time savings from an admin perspective in that we don't have to process all the payments. Furthermore, there is relatively little cash flowing through the office. Many thanks to Chris Goulard for initiating that project.

Audit Findings Report

- letter dated April 24, 2009 – just noticed that – will have to get that changed.
- Area of Concern #1 – Bank reconciliations done on a timely basis and NSF cheques tracking (and subsequent documentation). This is not a comment that the Club was not following up on NSF cheques or looking at the bank recs. It is how we did / failed to input the information and documenting in an accounting approved manner in our QuickBooks software.

Audit Findings Report (cont'd)

- Area of Concern #2 – Payments which are deposits i.e. Inaria outdoor house league uniforms. Should be handled differently on QuickBooks for documentation processes. Deposit re dummy invoices.
- Auditor recommendation – hire a bookkeeper to review and enter these items on a quarterly basis.



Recommendations from an Operations Standpoint for new Board 2010 / 2011

- 1) While we saw significant improvement in rep teams being accountable to the Club (and the parents) for their finances, we still had a couple of issues. Hopefully the requirement that each team has a dedicated manager operating at arms length from the head coach will resolve this. I strongly recommend that a scheduled rep team manager's meeting (similar to the coach's meeting) is held twice a year to mentor the managers in terms of finances, scheduling tournament, travel permits, exhibition games, uniform ordering etc
- 2) We need to add more admin hours at the office to provide better support to our Board, Conveners and other operating members. As volunteers, we do way too much clerical / admin work that should be done in the office if we had the hours. Recommend we consider hiring a second admin person with a book-keeping background to work opposite hours from our current admin. We get more coverage over a day and hopefully see less volunteer burn-out. And, it expands our pool of potential Dir of FinOps as a detailed accounting background will not be required. This will also free up the Board members to do more working "on" the Club i.e. working with Town re facilities, focus more on long term development of coaches and referees, etc..
- 3) Maintain our financial discipline. Next year may be a challenging year financially for the club. We need to increase our advertising to get higher registrations, become more visible in the community, the new admin person, higher rent, impact of HST and expenses related to development. Combined with the lower 2010/2011 indoor registrations, we should not expect to see the same contribution to capital.

Summary

On a personal note, it has been a challenging and busy two years. I want to take this opportunity to thank everyone – board members, operating committee members, rep team coaches and managers and anyone else who helped out during the last two years.

For the next person to take this position, please rest assured I will always be available to help you out. And, would like the opportunity to sit down with you to ensure a smooth transition.

Thanks everyone.

7. Motion by Chris Deckert to appoint Quick Radvany for next's year's audit, seconded by Tammy Glassford. Motion Passed.

8. Director of Communications and Special Events by Chris Goulard

New web site and registration system was created by Power Up. System is text based which in the future allows non-computer people to do updates. Cost was a one time fee of \$3,000.00 for web site design. Normal on-going cost is \$1.99 per player, but negotiated promotional pricing of registrar cost at \$0.99 per player (currently they are at \$1.39) for the first 3 years plus guarantee of minimal price increase related to inflation for the following 2 years. This gives us 5 years of costs below market rate. Net savings versus previous supplier IT SportsNet - with the cost of web design and entry pricing for first 3 years, we are saving upwards of \$2000.00 if I remember the numbers correctly. We also received secure sites for registration/convenor access with OMSC domain name at no cost (now offered only at additional cost). And, combined with this, we also moved to new online payment system with great



discounted rate.

Trillium Grant: Initial conversation with Trillium looked at the possibility of around \$75,000 OMSC for funding to build fields but it was based on securing a land use agreement for a minimum of 5 years. Would like to single out Paul Van Zant in helping to secure land in Orangeville, but no land is available. ACTS land was a possibility, but upon review with zoning, land is not zoned for use. Thanks to Reg Lusk for your help re determining land use.

Other Items Discusses:

- Board minutes may be posted on the website. Google Ads must have some small potential for additional revenue. Will be looked into.
- Website is hard to follow i.e. Rep Tryout tab took us to House League Page. Advise Chris G re errors and they will be corrected as soon as possible.
- Suggestion to add a count down on the website for the Stormfront Tournament and that people want to see who else has entered the tournament.
- We noticed the rep teams were not getting the bulk e-mails as they do not register on-line. Will look at how we can get that covered off next year.
- We had some growing pains with the implementation of our new registration system and thank everyone for their patience and understanding.

9. **Director of Coaching and Travel Teams by Rick Naismith**

OMSC has 15 competitive teams and 2 development teams which works out to be about 200 players. Our Rep Manual was re vamped this year creating more accountability. We have 1 L6 non competitive team and 15 rep teams. We will not have any teams in WOSYL for 2011 as our U16B team disbanded. This year, for the first time the Rep coaches were recommend by a Coaches Selection Committee to the Board who then voted on the suggestions. We also formed a Technical Committee who reviewed players wanting to "Play Up" at their the tryouts. Their recommendations were brought to the Board and voted upon. Thank you Rep and House League volunteers and parents. Rick.

Discussion:

- will have coaching clinics this year if there is enough interest. These are OSA Courses and the club reimburses coaches for attending.
- Concern expressed about playing up. Lorraine Cook explained that's why the Technical Committee and Player Assessment Forms were made – to bring consistency to the situation. Comment made larger player pools should be maintained in the development and mini divisions. Chris Deckert states that the forms were supposed to be filled out at the tryouts are filled out at the upper level tryouts. All children playing up for 2011 will be assessed and approved.
- John Colarossi comments that our teams are losing badly so we have to be careful about playing up.
- Question about Euro Keepers and if the club would consider hiring them to train Rep goalies. It is pointed out that we have an international goalie playing in our men's division who might be interested in that. Peter Mortson suggests bring in a proposal from Eura.
- John Colarossi says there should be clinics for the players to teach them the rules of the games.



Lorraine Cook comments that volunteers are needed.

- A question is asked about discipline ie. when a coach screams at a ref. Lorraine Cook says that our Discipline Committee has responded to anything that has been written up.
- Chris Deckert comments that parents in house league must get involved.
- Suggestion made about having a drop in clinic for players to learn basic skills. Tammy Glassford comments there was poor attendance at our scheduled development days in the Dome last year.

BREAK

10. Vice Presidents Report by Sandra Lusk

The club is working together with Orangeville Sports Council. We have proposed to the town that we are in need of land. Different sports organizations are also involved. Diane Drive is the proposed site. One full field and 2 minis. We sent a diagram along with the proposal. Other clubs in town would also have access to these fields. There was also discussion about use of the fairgrounds. Concerns are it would be a showcase field but washrooms are only available if you rent the centre. Porta-potties are an option. Getting house league parents to travel to the agricultural centre may be difficult especially if they have other children in house league playing on the same night. Trillium will only fund house league. Dianne Drive is a better location.

Comments from members: Some of our fields are dangerous with holes in the fields. Sometimes the grass is not even cut. This is the school boards responsibility. Complaints should be sent to your local school board trustee.

11. Director of House League by Tammy Glassford

Thank you convenors you did a wonderful job. We created a travel U16B house league team this year. Opening Day was successful even though we had to change venues at the last minute. Picture Day was went well due to the fact that we were able to use the arena on account of the wet weather. We will be indoors again for pictures next year. We had very little interest expressed for coaching clinics this year. There is now a 4 month lead time for police checks. Our new online registration system was an improvement over previous years. Thank you coaches for volunteering and giving the gift of soccer to the children. I completely enjoyed my time on the board.

Comments from members: Picture day was very organized. Next year, put the date on the schedule at Opening Day. Grass cutting and lining of fields should be better co ordinate

12. Director of Indoor League by Tanya Leeds

Responsibilities include building teams, rosters, scheduling and balancing. Grading the players helps significantly. We still need to schedule to man the dome, organize picture day and organize the purchase of awards and trophies.



Comments from the members: Are grades put into the system? Yes they are put in by the coaches. The system is set up to allow the coaches and not the public to access this.

13. **Director- at –Large by Peter Mortson**

Grading: Myself and Chris Broom were mostly responsible for this. 75% of coaches input their results into the system. Grading was poorly advertised and this year that will be improved. After the grading was put into the system and requests for changes made parents would not allow the club to move their children.

For indoor moving players around to balance teams will be mandatory. January 2nd is the deadline for balancing teams.

Stormfront: Was a success. 88 teams compared to the previous year of 96 teams. 5 teams pulled out leaving some divisions too small so we lost another 3 teams. There was a loss due to trophies were over budget (thought the budget was larger than it actually was.

Closing Weekend: There were some issues with parents and coaches. Some parents were very competitive.

14. **Final Comment by Lorraine Cook**

Thank you again Board of Directors and Operating Committee.

John Colarossi, Anne Moggy, Laura Horn and Rachel Bennett were publicly thanked as members of the Operating Committee present.

15. **Old Business:** none

16. **New Business:** none

BREAK

Role Call: There were 27 voting members in the room after roll call

17. **Proposed Constitutional Amendments**

ADMINISTRATOR NOTE – AFTER THE AGM, IT WAS DETERMINED THE SEVEN (7) DAY NOTICE PERIOD ON THE CLUB WEBSITE HAD NOT OCCURRED AS PER THE CONSTITUTION SO THE FOLLOWING IS NOT APPLICABLE AND IS INCLUDED ONLY AS PART OF PUBLIC RECORD

Amend #1: Submitted by Sandra Lusk

I would like to propose that the Board position of Director of Coaching and Travel Teams be split into two board positions. Director of Coaching and Director of Travel Teams. The reason behind this is as the club has grown this position has taken on a great deal of responsibility . With over 112 coaches and 15 rep teams it is very difficult for this person to manage house league coaches as well as all the duties required for rep. Over the last few years I have seen less focus on our Coaching staff and training, by splitting this role into two the director of coaching were be focus strictly on training coaches and the Travel Teams would be handled by the Director of Travel Teams.



Comments: Qualifications should be outlined for Head Coach. Position should not be split. Now that there is more money in the club coaches can be trained better. Maybe it's because our Director of Coaching and Travel Teams has 2 rep teams and is on the board as well. Rick does a great job but the position should still be split. If passed the amendment comes into play now. Why eliminate the position now. This can be done at the next board meeting.

Amendment #2 - Submitted by Sandra Lusk.

Board Members cannot be a referee during any of the following events: Stormfront Tournament, House League opening, House League Closing. If a board member is a coach he may coach his team but cannot be a referee, due to the level of work that is involved we need members available during these times.

Amendment #3 - Submitted by Sandra Lusk.

I would like to recommend that the Head referee be paid honorarium effect starting the 2011 outdoor season. Fee is to be determined by the Board of Directors. Will be Modified.

Amendment #4 - Submitted by John Colarossi

I would like to propose that Head Referee position on operating committee, not be a volunteer position.

Amendment #5 - Submitted by Chris Goulard

If any coach receives 3 written complaints to the board regarding 3 or more separate incidents, the board must review the incidents and decide on a suspension of duties pending an investigation and review the status of the member of the club..

18. Motion to absolve Board by Laura Horn, seconded by Tanya Leeds – Motion Passed

19. Election of the Board of Directors& Operating Committee.

Nominations for Board of Directors

President : Chris Deckert - accepted and elected

Director of House League : Chris Broom (accepted) and Peter Mortson (declined)

- elected Chris Broom

Director of Indoor House League: Tanya Leeds – accepted and elected

Director of Financial Operations: Chris Deckert – declined

- position to be posted and appointed by Board at later date

Director At Large: Peter Mortson (accepted) and David Lyver (accepted)

- elected Peter Mortson



Nominations for Operating Committee

Head Referee: John Colarossi (declined) & Mike Bradley (declined)

- position to be posted and appointed by Board at later date

Sponsorship Coordinator: Laura Horn – accepted and elected

Equipment Coordinator: Rick Naismith – accepted and elected

Field Scheduler: Keith Robbins – accepted and elected

Tiny Tot Convenor: Tracey Zarudny – accepted and elected

U6 Monday: Vacant - position to be posted and appointed by Board at later date

U6 Wednesday: Rachel Bennett – accepted and elected

U8G Tuesday: Vacant - position to be posted and appointed by Board at later date

U8B Thursday: Vacant - position to be posted and appointed by Board at later date

U10 G: Gord Leeds – accepted and elected

U10 B: Vacant - position to be posted and appointed by Board at later date

U12: Anne Moggy – accepted and elected

U14: Anne Moggy – accepted and elected

U16: Vacant - position to be posted and appointed by Board at later date

U18: Vacant - position to be posted and appointed by Board at later date

20. Motion to destroy ballets by Tanya Leeds, seconded by Peter Mortson. Motion Passed

21. Motion to adjourn meeting by Tammy Glassford, seconded by Laura Horn. Motion Passed