

## **Minutes of the 2020 Annual General Meeting of Kingston Women's Soccer Club (KWSC)**

**December 9<sup>th</sup>, 2020**

**Present:**

*Members of the Board of Directors*

Jenica Brady	Kym Cook	Myra O'Neill
Jaymie Baldree	Alana Korczynski	Nicole DeSmidt

**Regrets:** Tina Abraham

Guests:

- Colleen Lawrie, Wilkinson & Company LLP – Chartered Professional Accountants

**Teams Represented at the meeting:**

<u>Tiered</u>	<u>Masters</u>
Alehouse	Mario Net
Bayview Dental	MNP LLP
Blue Wizards	Paul's Auto
Curacao Blue	PT United
Glengarrians	Ravens
Hurricanes Paul's Auto	Turf Queens
Kingston Athletic Therapy Centre	White Lighting

Jenica Brady, President, assumed the Chair of the meeting and called the meeting into order at 6:06pm

**1. Roll Call**

The President confirmed that a quorum existed (19 teams present of 30 expected, at the start of the meeting) and gave a brief introduction on the etiquette for virtual meetings.

**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.

On a *motion* moved by L. Winn (Hurricanes) and seconded by M. O'Neill (Cataraqui Dental) it was:

*Resolved that, the Agenda of the Meeting of December 9<sup>th</sup>, 2020 be approved. Carried.*

## **5. Approval of Minutes of the KWSC Annual General Meeting of November 27<sup>th</sup>, 2019**

The minutes were circulated to Members prior to the meeting.

On a motion moved by L. Winn (Hurricanes) and seconded by T. Buller (White Lightning) it was:

*Resolved that, the Minutes of the Annual General Meeting of November 27<sup>th</sup>, 2019 be approved.  
Carried.*

## **6. Financial Statements**

Colleen Lawrie of Wilkinson Chartered Accountants presented the KWSC 2020 Audited Financial Statements Report, which, in summary, showed the following:

- The Cover Page stated the opinion that this was a clean audit.
- There is less money in the bank than previous years, but deposits for indoor did not happen so that explains the big difference.
- There are no receivables at end of year, inventory remained unchanged, as well as the pre-paid expense unchanged (contract with SLC fields).
- The deferred revenue is the open tier credit for cancelled games last winter and the government remittance is HST owing by the club.
- In the Statement of Financial Position, the total assets were shown as \$215 440, the total liabilities as \$41 500 and the net assets as \$ 173 866.
- We are in a deficit this year as the expenditures were higher than revenue.
- Without outdoor season registration fees are down significantly and total income is less than half of last year which is expected given the circumstances.
- Expenditures listed are for the indoor season only.
- There is a loss of \$13 540, but with our previous excess carry forward so still in good shape as a club.
- There is a COVID-19 note included that outlines the season was shortened and outdoor cancelled which is our largest source of revenue.
- In the Statement of Revenue and Expenditures, in terms of revenue, registration fees were shown as the major source of revenue amounting to \$78 361.
- In the Statement of Revenue and Expenditures, in terms of expenditures, total expenses were \$95 184.
- No questions from the floor.

On a motion moved by S. Gibson (Flowers United) and seconded by M. O'Neill (Cataraqui Dental) the KWSC 2020 Audited Financial Statements Report was approved. Carried.

## **7. Appointment of Auditor**

- Colleen was put in the virtual waiting room.
- The President Jenica Brady recommended that Wilkinson be appointed again auditors for 2021.

On a motion put forward by T. Buller (White Lighting) and seconded by B. Harpell (Ale House) Wilkinson was again appointed auditors for the KWSC. Carried.

## **8. Report of KWSC Executive**

One report was circulated to members on behalf of the entire KWSC executive. Highlights of the report were provided by the President, Jenica Brady, as follows:

- The President thanked all members for their patience through this pandemic and virtual meeting.
- We were expecting deficit due to COVID-19 as bills do not stop even though we did not have our outdoor season (ex. website, audit etc.). A draft budget for indoor has been posted to the website.
- We were going to be able to use the SLC field this past summer, but prior to the government shutdown SLC shut down all external bookings of fields. We have now extended our contract for another year. There is no legal requirement by SLC to extend, but good of them to extend until 2034. We are hopeful that we can use this field in the future with no issues.
- The Board is looking at updating the club's Mission, Vision, and Values. The Board is currently looking at other clubs to guide our direction as a club moving forward. We do not have anything to formally present yet but will seek approval at our next AGM. This gives us the opportunity for feedback from the membership over the next year.

## **9. New Business – COVID-19**

- An email was circulated to membership for feedback of interest to return to play for an indoor 2021 season. Feedback was in favour of returning to play, but this was prior to the rise in cases. The approved OSA Return to Play Guide is posted on the website. We will follow the guidelines for what colour zone we are in (ie. right now, we are yellow) and have also been working with the dome. They are also required to follow provincial and federal guidelines. They have already put tarps between fields as youth clubs and KSSC are currently playing there.
- We chose to book a one-hour time block on Thursdays from 9-10pm for the entire field to ensure we are the only club using the facilities at one time. This will make it easier to monitor our return to play guidelines.
- There are 6 teams registered and space for 2 more teams to join. These include 1 Tier A team, 3 Tier B teams, and 2 Tier C teams.
- We have a monthly billing agreement with the dome, so it will depend how many games are left if teams will be eligible for a refund. Refunds and/or credits will be dealt with on a case-by-case basis.
- If we are moved into the orange zone this will impact the amount of people we can have in one space at one time. Our club is considered one bubble since we do not play against other clubs, only internal. There will be no spectators allowed. We cannot predict what is going to happen but will monitor closely and communicate with team reps accordingly.
- We have also reached out to KFLA Public Health to see if there are any additional measures we can take to ensure member safety.
- Field bookings for outdoor have been significantly delayed due to COVID-19. If we can have an outdoor season, it will be fast and quick with how it is rolled out. External stakeholders need to

determine their next steps before we can make any decisions. We will keep membership updated as best we can.

- Our Discipline Chair position has been vacant for the past few years. They are required to take a training course and will not be a voting member of the Board of Directors to ensure there are no conflicts of interest. Please contact us if you are interested.

## **10. Roll Call**

A 2nd Roll Call was done prior to elections to confirm that quorum was still maintained. A total of 19 teams were present. Confirmed. Then, Jenica Brady, KWSC President, explained that four Executive positions were up for election.

## **11. Elections**

### Field Director

- The current Scheduler, Nicole DeSmidt has completed one term in this position and has indicated they wish to stand for re-election.
- No nominations were received via email.
- Jenica asked the floor three times if there were any other nominations for Field Director. No further nominations were received. No vote required, sole nomination.

Nicole DeSmidt was Acclaimed Field Director of the KWSC.

### Communications/Secretary

- The current Communications Office/Secretary, Alana Korczynski, is in their first term in this position and has indicated they do not wish to stand for re-election.
- No nominations were received via email.
- Jenica asked the floor three times if there were any other nominations for Communications/Secretary. No further nominations were received.

Position is vacant.

### Discipline Chair

- This position is currently vacant.
- No nominations were received via email.
- Jenica asked the floor three times if there were any other nominations for Discipline Chair. No further nominations were received. This position can now be appointed up until the next AGM.

### President

- The current President, Jenica Brady, has completed one term in this position and has indicated they wish to stand for re-election.
- No nominations were received via email.
- Alana asked the floor three times if there were any other nominations for President. No further nominations were received. No vote required, sole nomination.

Jenica Brady was Acclaimed President of the KWSC.

Please reach out to Jenica regarding Discipline Chair and Communication vacancies. The Board will also circulate this information to the entire membership as well.

**12. Adjournment**

The meeting was adjourned at 6:58pm