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# **Kemptville District Soccer Club**

**Meeting Minutes - Board of Directors Meeting**

**May 02, 2023; 19:00; In-Person Ferguson Forest Center Board Room**

**Members Present:**

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| **Treasurer:** Jeff Fluit  **Director of Registration:** Hailee Coleman | |
| **Director Competitive Operations:** Patrick Lawomtong  **Director of Development Teams:** Shannon Kenward  **Director of House League**: Rance Young | |
| **Director of Equipment-Competitive:** Nicole Craig-Campbell | |
| **Club Manager:** Jamie Brown | |
| **Club Head Referee:** John Tucker |
| **Discipline Chair:** Rob Fnukal |

**Members Absent:**

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| --- |
| **Director of Equipment-House League:** Helen Grus  **Club Head Coach:** Marcus Dickie  **President: (Currently Vacant)**  **Vice-President: (Currently Vacant)**  **Director at Large (Currently Vacant)**  **Secretary (Currently Vacan**t) |

**Call to Order & Welcome:**

* Made by Jeff at 19:04

**Approval of Draft Meeting Minutes April 04, 2023:**

* Draft minutes of 2023-04-04 meeting was circulated with the Board for review/comment.
* Motion made to approve the meeting minutes by Nicole, seconded by Shannon. All members in favor to approve the draft meeting minutes.
* Jamie to update, finalize and provide final 2023-04-04 meeting minutes and to be made accessible on the KDSC website prior to the next meeting.

**Club Financial Report Update:**

* Jeff provided the financial summary report to the board as of 2023-05-02. It was reviewed with specific dollar figures in each account provided to the group.
* Township of North Grenville Invoice for the 2022 season field rentals came into the Club that had been expected to have been managed/paid for the 2022 season.
* Nicole: Around half of the equipment costs have come in so far for the 2023 season.

**Review Communication Plan for Open Board Positions:**

* Jeff has prepared a detailed communication plan, timeframes to deliver messaging and brief descriptions of each open position on the board currently and effective after the fall AGM.
* Positions include President, Vice-President, Secretary, Treasurer, Director of Equipment-Competitive and Director at Large-Communications (this role can be made to another Director role)
* Communications will set to roll out starting this week.

**Recruitment of Board Members-Options:**

* Jeff prepared a detailed options and applicable costing model for each option in the recruitment of board members.
* Upon review/discussions of the options presented and the costing models for each, the following was summarized and agreed:
  + Annual stipend to be reintroduced for each Board member. This stipend had been eliminated during the Covid-19 shutdown to ease the budget requirements during the pandemic. Board member stipend have additional stipulations to receive the stipend; members are to have 50% attendance to scheduled board meetings and they must have completed the board year (ending October 31).
  + 50% off for all KDSC soccer program registrations for the Board member and all their family members.
* Motion made to approve the recruitment of board members with agreed options presented by Shannon, seconded by Nicole. All members in favor to approve.

**Community/Township Sports Facility:**

* Jeff has been approached by a member of the community that a group and the town are meeting later this week regarding the community needs for a sports facility within the Kemptville region.
* Group is requesting of Jeff’s attendance and/or support of KDSC in the need for such a facility.
* The Club agrees to have Jeff to attend/support the community needs.

**Sponsorship/Tomlinson:**

* Jeff has been approached by Tomlinson for proposed sponsorship arrangement.
* Jeff has scheduled meetings next week to begin this process.
* Jamie had also been approached by the MC4 team about potential for personal team sponsorship attached to jerseys. Jamie to approach the OCSL for such a proposal. If OCSL is good, then the team can plan for the 2024 season, so all team members/jerseys are updated together.

**Roundtable:**

**Helen:**

* Provided Club an update. She has been in contact with Timbits and house league equipment so far on track to be received prior to 2023-05-01.
* Will be available for the week of house league start up to be at the pitch and distribute equipment.
* Maliah Nixon (student volunteer) has come forward to offer assistance and it would be helpful as I am away May 26-28 (Saturday equipment distribution to U3/U4 age groups)

**Nicole:**

* Nothing for this month.

**Shannon:**

* Nothing for this month.

**Hailee:**

* Nothing for this month.

**Patrick:**

* Nothing for this month.

**Jamie:**

* Nothing for this month.

**Rob:**

* Nothing for this month.

**John:**

* Match Official numbers are currently lower than planned and from 2022 season.
* To date, 10 match officials registered. Some other ones working on their recertifications.
* Potentially will be a challenge to provide coverage with more KDSC Dev teams.

**Rance:**

* House league planning/organizing is now well underway thanks to Jamie pushing to start the process earlier and Hailee helping with registrations. May not require taking off time from work to get this completed as in the past seasons.
* Had some groups where we had to close out registrations earlier than expected as numbers exceeded equipment/team assignment.
* Challenge is some groups still do not have enough coaches for some age groups. Will be pushing for more volunteers to come forward.
* Definite requirement to break out the portfolio to have another Director take workload. Too much workload for one member to manage.
* Group discussed need for Director at Large open board position to make back into the former Director Mini-Soccer (responsible for U3-U8 age range). Director House League (responsible for U10-U18 age range).

**Next meeting:**

**Tuesday September 12th, 2023, at 19:00**

Motion made to adjourn the meeting by Nicole, seconded by Shannon. All were in favor to adjourn meeting. Meeting was adjourned at 20:51.