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# **Kemptville District Soccer Club**

**Meeting Minutes - Board of Directors Meeting**

**October 10, 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 of Equipment-House League:** Helen Grus | |
| **Director of Development Teams:** Shannon Kenward | |
| **Director of Competitive Operations:** Patrick Lawomtong  **Director of House League:** Rance Young | |
| **Club Manager:** Jamie Brown | |
| **Club Head Referee:** John Tucker  **Club Head Coach:** Marcus Dickie |
| **Discipline Chair:** Rob Fnukal |

**Members Absent:**

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| **Secretary:** Jessica Baird  **Director of Equipment-Competitive:** Nicole Craig-Campbell  **President: (Currently Vacant)**  **Vice-President: (Currently Vacant)**  **Director at Large (Currently Vacant)** |

**Call to Order & Welcome:**

* Made by Rob at 19:04, introductions of members at meeting.

**Approval of Draft Meeting Minutes September 12, 2023:**

* Draft minutes of 2023-09-12 meeting was circulated with the Board for review/comment.
* A few minor edits required, otherwise motion made to approve the meeting minutes by Shannon, seconded by Jeff. All members in favor to approve the draft meeting minutes.

**New Contract and Unform Costs:**

* Item deferred as Director of Equipment-Competitive was not able to attend to discuss.

**Club Financial Report Update:**

* Jeff provided update on financials in current state.
* Projecting a healthy reserve from the 2023 season due to 3 main factors; Club player registrations were higher than forecast, cost-control measures were put in place and match official fees were lower than expected as there were a lower number of match officials within the program to cover games within the Club.
* Board to consider with reserves in what to do: Operating funds and Capital funds.

**2024 Rates:**

* With healthy reserve in place to help cover pre-season planning costs, the Club can look to keep registration rates the same for 2024 as they were for 2023 season or have a very small cost increase for the more expensive youth Development/Competitive programs (no more than a $5.00-$10.00 increase) just for these two programs.
* Current field maintenance contractor has committed for the 2024 season so that does add some cost certainty to the 2024 field maintenance contract and the paint supply for lining the fields (90 cases) has been ordered/paid for and in storage with vendor over the winter ready for pickup and use by the Club for spring of 2024.
* Plan to consider that match official fee rates may increase in 2024 (OCSL league) as the full rate increase did not occur in 2023; but would be looked to be fully implemented for 2024 season.

**Open Board Positions:**

* Advertising/communication approach used in 2023 seemed to have worked to attract interest while the season was ongoing.
* Unfortunately, Ben for Vice President role has stepped down. He is unable to commit the required time to the role.
* For the AGM, Jamie has put together agenda and listing of Board positions open for the 2023 AGM and pull together the role descriptions: Individuals have come forward for President, Vice-President, Treasurer, Director of Equipment-Competitive.
* Director of Registration does come open-Hailee expressed desire to return, Director of Development Teams-Shannon expressed desire to return for at least one season and Director of House League-Rance will take some time to consider return and update at AGM. Rance requires help by splitting out to Director of Mini Soccer for the U3-U8 ages.

**EODSA 2023 KDSC Trophies/Medals and Promotion/Relegation Offer Considerations:**

* 2023 season saw 2 X champion teams; our Women’s OCSL Recreation Division 1 team and the BU15/16 EOSL Competitive 2 team and 1 X runner up team; our GU13/14 EOSL Competitive 2 team. All decided on the final game of the season for all 3 squads.
* With the EOSL youth teams, the EODSA has issued out team trophies and individual player medals. Unfortunately, it came to the EODSA’s attention that each has the incorrect name plates and are working with vendor/Clubs to get the correct name plates so the Clubs can apply for the individual teams, and I can get them to the team Coaches/Managers for distribution during the offseason.
* Follow up required with the team and EODSA for the GU17 Regional team on what competition level they wish to be placed in for the 2024 season. In their inaugural season playing Regional, this team was very young and playing against a few powerhouse teams designed to be national champions in the GU17 division (Kingston United, OSU, OTFC). The team did manage 2 victories which is respectable for first year at this level. With EODSA, we are neve too sure on their thoughts/plans are for regional teams with regards to promotion/relegation of teams and ensuring a health number of teams within each regional division.

**KDSC Fall/Winter Program:**

* Registrations continue to be ongoing. Great interest in the U13-U18 division already reaching capacity. Strong interest in the U12 and U10 divisions. Weaker registrations for the U8 and U6 divisions.
* Jamie to push out communication to the U8 and U6 summer players around November to garner interest to these programs and run with the required minimum 8 registrants targeted to run the program. We should be able to get there. Next months board meeting will help see where the trends lie.
* Jamie has built an electronic waiting list (U13-U18) with a $0.00 applied and it is working as planned with 5 players already on that waiting list. No more managing offline via email process. Using a registration program to capture pertinent details.

**OSA I2023-34 Player Registration Fee 2024/2025:**

* OSA has issued out to Clubs the proposed player registration fee structure for implementation for 2024 outdoor season and 2025 indoor season. Standard annual inflation increases of 3.4% planned and a decrease of $(0.25) for SaaS fee (not applicable to KDSC as we use a third party e2e online registration platform); but they are also introducing to implement in 2025 outdoor season another fee increase of 3.5% applied to each player registration that will go towards building an OSA Emergency Reserve Fund

**2024 Photography Services:**

* Individual from CT Photography come forward expressing interest to offering team photography services for the 2024 season. PowerPoint presentation presented to Board to provide information.
* This was a program we did have in place for the younger soccer groups pre-Covid.
* Formal RFP and committee work/planning would need to be considered. Having this information on file should Board decide to implement is a good start.

**KDSC and NBC Universal-SportsEngine:**

* Jeff/Jamie were approached during the summer by representatives to the OSA OSCAR system for potential free upgrade to SportsEngine-Premium. Goal is to look at centralized technology for all OSA soccer programming and changing from current “Governing Seasons Model”. OSA has sunk quite a bit of $$ into going centralized; but each individual District and thus Clubs are using different platforms. It would mean a platform/registration/payment redesign if adopted.
* It has some efficiencies seen with registration/team rostering and a potential decrease in player registration costs by about $(0.25) for SaaS costs ($300/annually for KDSC registration numbers) but, that is about it.
* We had some questions on program costing if implemented, scheduling deficiencies (match officials) and building volunteer rebate tracking mechanism.
* KDSC uses SportsEngine-HQ + third party e2eSoccer for managing registrations/payment etc. As it is currently constructed and our small programming, it works and there currently is no immediate push by EODSA for Clubs to go and change their platforms immediately.
* OCSL and EOSL use their own internal scheduling processes for their leagues.
* RefCenter use their own internal scheduling processes for their match officials.
* The way it went from “information session/review” to then “project planning and immediate implementation” within 30 minutes was more of a sales pitch to push product to as many OSA customers as possible.

**Roundtable:**

**Rance:**

* Will work on House League volunteer list to get to Jamie/Jeff for volunteer rebate.
* Jamie noted the Competitive/Development list was completed and with Jeff for issuing out volunteer rebate to this group.

**John:**

* Noted KDSC fared well for 2023 season with 75% pre-Covid level with the number of match officials within the Club. Lots of new/young match officials for 7 v 7 small-sided program. Lack numbers for the higher 9 v 9 and 11 v 11 programs and still quite low with the number adult referees so many of them were out 5-6 days per week to ensure game coverage so was especially grateful to those that stepped in to cover and a few of them helped John with mentoring/overseeing games for the newer match officials.
* John reflected on his tenure with the KDSC program. He has announced his retirement as Club Head Referee effective October 31; but will continue to offer match officiating with the Club for the 2024 season on his available schedule.
* Board Members provided John their thank you/appreciation to the work John undertook during his tenure as Club Head Referee.
* Jeff announced that the Club posted the position for Club Head Referee during September and Scott Baird (from Brockville program) provided his letter of interest with great experience, full knowledge of RefCenter and would be a great addition to the Club. Scott was helping John/Club for the past couple of seasons to fill in for adult referee requirements, so the Club was well informed on Scott’s expertise. Scott was offered the Club Head Referee role effective November 01, 2023.
* John will be working with Scott with the transition.

**Marcus:**

* Ramping up for the Club winter indoor program.
* Have a team for the BU15 Coliseum league.

**Patrick:**

* Mentioned that he will be working quite a bit out of the Toronto area and may not have the ability to oversee the Competitive portfolio. He has no details at this point, just wanted to give the Board the heads up.

**Rob:**

* Board was dealing with one issue at the end of the regular season with a BU10 Dev game between KDSC parent and youth match official from Ottawa City. The scheduled meeting this evening with the parent issue did not materialize as the parent did not show up to meet with the KDSC representation to review the situation.
* Jeff, unfortunate situation but Jeff will reach out to Ottawa City and EODSA to provide summary update of actions taken by the Club to address the issue.

**Helen:**

* Nothing for this month.

**Shannon:**

* Nothing for this month.

**Hailee:**

* Nothing for this month.

**Next meeting (Post AGM-New Board):**

**Tuesday November 07, 2023, at 19:00**

**Jamie to try to secure the Ferguson Forest Board Room**

Motion made to adjourn the meeting by Shannon, seconded by Rance. All were in favor to adjourn meeting. Meeting was adjourned at 20:25.