



Kemptville District Soccer Club

Meeting Minutes - Board of Directors Meeting

November 07, 2017; 19:00; Club Office

Members Present:

President: Mike Sutherland

Vice-President: Cameron Duff

Director of Equipment-House League: Kevin O'Shea

Director of Competitive Operations: Jamie Brown

Director of House League: Marcel Bos

Director at Large-Developmental ERSL Teams: Heather Ungar

Director of Equipment Competitive: Nicole Craig-Campbell

Club Head Referee: John Tucker

Club Administrator: Lou Judge

Discipline Chair: Rob Fnukal

Members Absent:

Treasurer: Ben Thompson, **Secretary (Currently, Vacant), Director of Registration: (Currently Vacant), Director of Mini Soccer: (Currently Vacant), Club Head Coach:** Alan Archer,

As Required with Operating Season: Field Schedules: Julie Lapenskie, **Referee Schedules:** Lou Judge, **Field Maintenance: (Currently Vacant), Picture Day Coordinator:** Jamie Hambly

Call to Order & Welcome:

- Made by Rob at 19:04
- KDSC Member, Bruce Carsjens came in attendance as representation to "Communications"

Approval of Draft Meeting Minutes October 03, 2017:

- Draft minutes of 2017-10-03 meeting were circulated with the Board for review/comment
- Motion made to approve the meeting minutes by Cameron, seconded by Kevin. All members in favor to approve the draft meeting minutes.
- Jamie to finalize and provide final 2017-10-03 meeting minutes to Lou to be made accessible on KDSC website by next meeting.

Club Financial Report Update:

- Financial Summary report was reviewed with details as of 2017-11-07 with specific dollar figures in each account provided to the group.
- There is some money incoming from the PayPal and received the revenue from Photographer for 2017 season.
- Up for renewal for 2018 season: Photographer, Field Maintenance and Equipment/Maintenance

- Mike would like to pull out old RFP's to review. Kevin and Nicole to work on DiSalvos
- Mike has called a separate budget meeting for Tuesday, November 21, 2017 to review the profit/loss statement, player registrations, contractor contracts and budget for 2018 season.

New Board Roles-Next Steps:

- First Step is for the Development and Competitive to determine which coaches are returning for 2018 season
- Determine if any interviews are required for any of the coaches

Protocols and Policies for Consideration:

- Concussion Protocol and a Return to Play
- Lou to obtain information from OS for content to use within those policies

End of Season League Fines for Competitive Teams:

- End of season report came in from ERSL/OCSL: WC4 had \$150 and GU18 had \$195 in outstanding fines to be paid that became responsibility to the Club. Lou wondering if all Competitive Teams should provide an upfront bond to mitigate outstanding fees at end of season. In this situation, the HST reimbursement will pay for these fines. Teams and not the club are supposed to be responsible for all player/team fines
- Jamie raised several points:
 - Based on # of teams and possible fines for infractions, does not seem exorbitantly high
 - How does the ERSL/OCSL leagues and timing of when the reports for outstanding fines come into the club (monthly, end of season)? In this case these were end of season reports that KDSC received
 - Typically by mid-September all teams have disbanded and completed communications to players for the season. If this was end of season report, difficult to get teams to pay after the fact of receipt of the reports
 - KDSC currently does not have in place a competitive manual/protocol that team coaches/managers would be privy to the information on details for fine payments
 - Options:
 - Does KDSC on an annual basis not receive from the leagues a credit/payment for being a compliant Club? That could offset any outstanding fines.
 - In place of each team paying a bond, could the end of season coaches' rebate not be paid out to coaches by the Club? The rebate would be provided when outstanding team fines are all accounted for.

New Items in from 2017-10-03 to 2017-11-06: KDSC/EODSA/OS Administrative Details:

- 2017-10-16: OS A2017-016 Update Your Organizations Information-Lou has updated the KDSC information
- 2017-11-01: OS A2017-017 Deadline Extended-Update Your Organizations Information
- 2017-11-02: OS I2017-045 2017-2018 Female Mentorship Program
- 2017-11-03: OS I2017-046 Sahlen's Super Series

Round Table:

Mike:

- Mike, Julie, Lou will be meeting with the Municipality to discuss the 2017 season. What went well, what can be improved for 2018 season
- Review Darryl's field maintenance file and approach Municipality for field maintenance
- Formal invoice submitted for FTSA

Marcel:

- Required a better sorting of teams at younger ages in house league is being recommended to have more balanced teams
- There was a situation with a U12 Coach that the Board was required to help deal with the issue

John:

- Long Term Official's Development-The District is targeted for 25-30 youth referees for working within them in the winter in preparation for the summer. John has pushed to KDSC referees for any expressed interest.
- Winter education sessions being planned.

Parking Lot Items from 2017-10-03 Minutes (Were Not Discussed):

- KDSC update to existing Competitive Soccer Program Policy: Will be OSA Silver Certification Work (Work ongoing. Remain on List)
- KDSC formalize Volunteer/Student Helpers Certification and Volunteer Screening requirements: Will be OSA Silver Certification Work (Work ongoing. Remain on List)
- KDSC develop a formal Assessment Process Policy: Will be OSA Silver Certification Work. (Work ongoing. Remain on List)
- Competitive Call-Up Process Guidelines Document to develop: Will be OSA Silver Certification Work (Work ongoing. Remain on List)
- Mike will send out a survey to board members (Top 3 priorities for 2018. What went well? What can be worked on to be improved?)
- Field Maintenance Contract with Darryl Lapenskie and Lou having to step down from their historical functions. Options for 2018 season.
- Township/FTSA/KDSC pre-season agreement
- Look at the Active Start Soccer Fest held each end of season in August

New Parking Lot Items from 2017-11-06 Meeting:

- Budget to review at another meeting to be held November 21st. From that a summary of 2018 plans to be summarized and be provide to the next board meeting.

Next meeting, Tuesday December 05th, 2017 at 19:00.

Motion made to adjourn the meeting by Rob, seconded by Mike. All were in favor to adjourn meeting.
Meeting adjourned at 20:20.