

**Minutes of Annual General Meeting of Kingston Women's Soccer Club (KWSC)  
Dated November 24, 2014**

**DRAFT**

**Present:**

*Members of the Board of Directors*

Rachel Brace  
Sherry Gibson

Glnette Blais  
Jenica Walker

Marguerite Heer  
Louise Winn

**Guests:**

Jim Canovan  
Chelsea Reynolds

**Also Present:**

*Indoor Winter Teams (based on teams registered during Winter 2014)*

Alehouse (co-ed)  
Amazons  
Cataraqi (co-ed)  
Dragons  
Glengarrians  
Hurricanes

Luscious  
L & M Building  
Mccullough Hotspurs  
Misfits (co-ed)  
PT United

Red  
Rigney  
Sharks  
Stand Your Ground  
Turf Queens  
Violet Femmes  
White Lightning

*Outdoor Teams (based on teams registered during Summer 2014)*

Ale House I  
Ale House II  
Amazons  
Cataraqi  
Dragons  
Flowers United  
Hurricanes  
Mccullough Hotspurs

L & M Building  
Luscious  
Mario Nets  
Miss Directions  
PT United  
Rigney  
Sharks  
Stealers

Turf Queens  
United  
Velocity  
Viceroy  
Violet Femmes  
White Lightning  
Stand Your Ground

*Indoor Fall/Winter Teams (based on teams registered during Fall/Winter 2014-2015)*

Amazons  
Bad News Bears  
Between Sponsors  
Bronson and Bronson  
Dragons  
Glengarrians  
Hurricanes  
Luscious  
Mccullough Hotspurs

Miss Directions  
Meteror Painters  
PT United  
Red  
Sharks  
Stand Your Ground  
Turf Queens  
Violet Femmes  
White Lightning

Rachel Brace, Tier Director/Registrar, assumed the Chair of the meeting at 6:35PM

**1. Roll Call**

The Registrar/Tier Director confirmed that a quorum existed.

**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 declared by any Members present at the meeting.

**4. Approval of Agenda**

The agenda was pre-circulated to Members prior to the meeting. Copies were available at the meeting. On a motion *moved* by Irene Stead (Stand Your Ground) and *seconded* by Leslie Lawlor (Glengarrigans) it was:

*Resolved that, the Agenda of the Meeting of November 24, 2014 be approved. Carried.*

**5. Approval of Minutes of the KWSC Annual General Meeting of November 28, 2013.**

The minutes were pre-circulated to Members prior to the meeting. Copies were available at the meeting. There were no requested changes to the minutes. On a motion *moved* by Bob Machin (Ale House I) and *seconded* by Bernie Harpell (Cataraqui) it was:

*Resolved that, the Minutes of the Annual General Meeting of November 28, 2013 be approved. Carried.*

**6. Report of the Board of Directors**

A copy of the Directors' Report was pre-circulated to Members prior to the meeting. Copies were available at the meeting. Each Board Member went through the highlights of their Reports.

*Report of the Disciplinary Chair*

A report was attached in the Members package and Sherry Gibson Scheduler/Statistician went through and explained the report including the rationale for all of the KWSC Rule Amendments.

*Question:* Mario Buragina (Mario Nets) asked the question whether game suspensions following a red card included the game in which the card was given. *Response:* Sherry Gibson Scheduler/Statistician responded "No" game suspensions are in addition. Mario Buragina also questioned why a one game suspension was not automatic following a red card. He commented that this would prevent a player who received a red card on a Thursday night from playing in a game the following Sunday. Sherry Gibson responded

that KWSC has to wait 72 hrs to follow up and that while KWSC tries to be as quick as possible, players have the right to protest the red card (OSA rules).

The Board agreed to follow up on this issue.

*Report of the Scheduler/Statistician*

A report was attached in the Members package and Sherry Gibson, Scheduler/Statistician went through and explained the report including the challenge faced when the City fields were closed until the beginning of June this past summer.

Sherry Gibson reiterated her recommendation that Members consider at the Spring General Meeting whether outdoor playoffs should be continued for the 2015 outdoor season.

*Report of the Tier Director/Registrar*

A report was attached in the Members package and Rachel Brace, Tier Director / Registrar went through and explained the report. Rachel Brace also informed Members that registration for the current indoor season would be re-opened from December 1, 2014 to January 2, 2015. This is to allow teams to add more players if necessary due to injuries or players leaving teams for other reasons. Teams can still only roster 17 players unless they contact the Registrar to explain their situation. Teams were reminded that any new additions would require payment of additional OSA fees.

Rachel Brace also reinforced the Loan Player Rule and commented that KWSC is currently looking in to how best track Loan Players.

*Question:* Terri Buller (White Lightning) asked for clarification regarding the 30-year old age requirement for the Masters Division. *Response:* Rachel Brace responded that players need to be 30 years old or older prior to playing their first game in the Masters Division.

Terri Buller also reminded the Board and the Membership that OSA rules state that a player cannot be rostered on more than three teams/season, regardless of the league.

*Question:* Sandra Jass (Amazons) commented that for the current indoor season, since Tier C teams can only draw Loan Players from other Tier C teams, it is impossible for Tier C teams to draw Loan Players since all Tier C games are scheduled at the same time. *Response:* Rachel Brace responded that the New Board will re-evaluate this issue.

*Report of the Communications Officer*

A report was attached in the Members package and Ginette Blais, Communications officer went through and explained the report including her role in helping secure fields during this past summer.

Rachel Brace, Tier Director/Registrar opened the floor for further questions from the Members. There were no further questions asked.

## **7. Receipt and Approval of Audited Financial Statements**

The Audited Financial Statements were presented by Colleen Lawrie of Wilkinson Chartered Accountants.

Colleen opened the floor for questions from the Members. There were no questions.

Rachel thanked the Auditors for their hard work.

On a motion *moved* by Bob Machin (Ale House I) and *seconded* by Irene Stead (Stand Your ground) it was:

Resolved that, the Audited Financial Statements ending August 31, 2014 be approved as presented. *Carried.*

Colleen Lawrie of Wilkinson Chartered Accountants left the room.

## **8. Appointment of Auditor for F2014**

Rachel Brace Tier Director / Registrar indicated that KWSC was extremely pleased with Wilkinson Chartered Accountants and thus recommended that they are appointed again for 2015.

On a motion *moved* by Terri Buller (White Lightning) and *seconded* by Sandra Jass (Amazons) it was:

Resolved that, the Wilkinson Chartered Accountants be appointed as the Auditor for 2015. *Carried.*

Colleen Lawrie of Wilkinson Chartered Accountants returned to the meeting

## **9. Elections**

Louise Winn, Secretary of KWSC, took over as Chair for this portion of the meeting. A roll call was once again taken and it was confirmed that the elections should take place. Louise Winn explained the role of each of the Executive positions up for election.

### *I. Nominations for the Position of President;*

No nominations were received prior to the meeting.

Bob Machin (Ale House I) nominated Rachel Brace at the meeting. Rachel Brace agreed to let her name stand.

No further nominations received at the meeting.

No vote required, sole nomination.

*Rachel Brace was Acclaimed President of KWSC.*

### *II. Nominations for the Position of Registrar/Tier Director;*

No nominations were received prior to the meeting.

Rachel Brace (Luscious) nominated Shelby Lefort at the meeting. Shelby Lefort agreed to let her name stand.

No further nominations received at the meeting.

No vote required, sole nomination.

*Shelby Lefort was Acclaimed Registrar/Tier Director of KWSC.*

III. *Nominations for the Position of Communications Officer;*

No nominations were received prior to the meeting.

Chantal St-Amour (Bronson and Bronson) nominated Deborah Melman-Clement at the meeting. Deborah Melman-Clement agreed to let her name stand.

Bernie Harpell (Cataraqui) nominated Bob Machin at the meeting. Bob Machin agreed to let his name stand.

No further nominations received at the meeting.

A vote was required. Each Team Representative voted by secret ballot.

*Deborah Melman-Clement was elected as Communications Officer of KWSC.*

On a motion *moved* by Terri Buller (White Lightning) and *seconded* by Dora Nomikos (L&M Building) it was:

Resolved that, the secret ballots be destroyed. *Carried.*

The ballots were destroyed by Marguerite Heer, Treasurer.

IV. *Nominations for the Position of Secretary*

Dora Nomikos nominated herself prior to the meeting.

No further nominations received at the meeting.

No vote required, sole nomination.

*Dora Nomikos was Acclaimed Secretary of KWSC.*

**10. Old Business**

**A) *St. Lawrence College (SLC) Project Update***

Ginette Blais, Communications officer updated the Members on the status of the SLC Project since what has been reported at previous KWSC meetings.

**November 2013 to present**

KWSC has continued to work with St Lawrence College in the following areas:

Draft a Form of Agreement (FOA) with St Lawrence College and ensure that KWSC comes away with the most favourable / long term preferred user agreement possible for its financial investment (several drafts revisions thus far).

Final Draft of FOA once approved by the Board and St Lawrence needs to be reviewed by a lawyer before the Board can recommend it to the members; it must include a 'right of withdrawal clause' should any of the conditions stated in the agreement not be met

Communicate and/or support St Lawrence College in the following areas to ensure that the project may be completed as early as possible, ideally Spring / Summer 2015:

- the submission of all necessary applications for permits and/or exemptions to By-Laws with the City of Kingston
- attend public meeting regarding the lighting project (May 28, 2014 6 pm at St Lawrence which included representatives from St Lawrence, KWSC, Morven Construction and concerned citizens)
- attend city council meetings regarding the lighting project (yet TBD )

#### **Where are we now: November 2014**

Though much time, energy and cost has been invested in this project - namely on the part of St Lawrence College (RFI, RFP, architects drawings and displays, archeological survey, etc.) several delays have occurred which have prevented the project from moving forward since the AGM in 2013. Most notably was the very contentious Noise By-Law exemption issue between Queen's University and the residents near West Campus. This issue played out negatively in the public eye and as a result not only did Queen's have to shut down those fields by 9 pm, they were only given a temporary exemption to the noise bylaw. St Lawrence will now need to obtain the same exemption from the City if the latest draft of the Form of Agreement is to be beneficial for KWSC over the term of the contract – 15 years. Given the negative publicity surrounding that application by Queen's, St Lawrence College delayed their own application for exemption to the city's noise by-law (it was to have gone to City Council in mid July) The project, which we had hoped would have been completed by Fall 2014 at the very latest, has yet to go before City Council for approval.

This is disconcerting for the KWSC Executive. Though there are promising aspects to the potential agreement and project, we are not prepared to recommend signing the agreement with St Lawrence and investing \$100,000 in the installation of lights on the South Field at this time. Another disappointing factor given the circumstances at present is that in anticipation of the project going forward earlier this spring, KWSC removed the funds from the short term deposit account. Though the amount earned per month due to interest was small, it is still a loss of income for our Club.

Is there a silver lining? If there is a bonus given the delays with the project it is this – as a result of the challenges facing St Lawrence College regarding the Noise By-Law Exemption issue, the conditions of the new agreement are much more favourable to KWSC in terms of field costs if we agree to move forward. To show our members the savings St. Lawrence has asked its department of finances to provide a chart showing cost projections / comparisons for KWSC's investment.

Sadly, there are too many unknowns regarding the lighting project at this time and though we are by no means giving up on the project, it is the recommendation of the

Board that the newly elected / appointed members of the Executive meet with St Lawrence College at their earliest convenience following this AGM to set a new plan of action. Following this, the Executive will call a special meeting of the membership specifically to discuss the Lighting Project, where it stands, and where to go from there.

*Comments from Members:* Bernie Harpell (Cataraqui) asked if the Membership would be included in the final discussions. *Response:* Ginette Blais, Communication Officer indicated that it would be up to the new Board to decide how to move forward. Sherry Gibson, Scheduler/Statistician indicated that while this project will be discussed at the Spring General Meeting, and that the outgoing Board was not comfortable going forward at this point with the project, the new Board does have the authority and the right to make the final decision regarding this project.

Rachel Brace, Tier Director/Registrar thanked Ginette Blais, Communications Officer for her work on the Project and indicated to the Members that while Ginette Blais was stepping down from the Board she may be willing to remain involved with this project.

## **11. New Business**

Rachel Brace, Tier Director/Registrar reminded Members of a few housekeeping items, namely the importance of starting the indoor games on time. Rachel Brace reminded Members to exit their bench as soon as possible and to change elsewhere. Additionally, teams on Field 1 should move bench back and not leave bags in the way. In general bags should not be by the benches, and Members were reminded to clean up their water bottles.

Sherry thanked the outgoing Board Members for their hard work.

Rachel reminded Members that questions/concerns should be directed via email to the Communications Officer.

Marguerite Heer, Treasurer reminded the Team Reps to include the following info on the e-mail transfers: Team Name, Tier, Team Rep Name and a password question. She also emphasized the use of generic and easy questions for passwords, such as *What sport do we play?* instead of *What colour are my jerseys?*

## **12. Adjournment**

On a motion *Moved* by Irene Stead (Stand Your Ground) and *Seconded* by Ginette Blais (McCullough Hotspurs), it was:

*Resolved that the meeting be adjourned at 8:12 pm. Carried.*