



## ANNUAL GENERAL MEETING

October 27, 2005

### MINUTES

#### In Attendance:

George Thwaites	Laird Coghill	Angela Kuntz	Robert Fox
Sergio Tilli	Scott Davidson	Barry Walker	Hani Diab
Lutz Sukstorf	Valerie Frisken	Dave Bowyer	Guy Valentine
Eliane Turner	Phil Evans	Sean Cale	Sean Cox
Remi Beaudin	Peter Pestorez	Tim MacPherson	Declan McEvoy

#### Call to Order

The meeting was called to order at 7:10 p.m.

#### 1. Approval of Agenda:

**MOTION:** *That the Agenda be approved as amended*

**Moved:** Scott Davidson  
**Seconded:** Tim MacPherson

**CARRIED**

#### 2. Approval of 2004 Annual General Meeting Minutes

**MOTION:** *That the 2004 AGM Minutes be approved as presented*

**Moved:** Sergio Tilli  
**Seconded:** Sean Cale

**CARRIED**

#### 3. President's Report

George Thwaites noted that a written report was available with the meeting materials but that he would like to take a few minutes to highlight some points.

- Overall                      The 2005 season was a success given that approximately 3,500 youth played 1,670 games and 1,964 practices on 40 different fields under the direction of 200 different coaches for 226 teams, and under the supervision of over 100 referees. And given the feedback received from players, coaches, parents and referees, there was alignment of our actions with the GDRS mission
- Governance                A significant shift occurred in 2005 with the adoption of a single operating model and the consequent integration of South Gloucester operations into GDRS. Thus a transition occurred this year and it is hoped that 2006 will be more effective and smother with this change. In addition, a new mission statement was adopted that provides additional clarity of direction and a set of bylaws is being proposed for adoption at this meeting.
- Registration                The key activity taken this year was the implementation of a much stricter approach towards registration deadline and late fee administration. This led to certain challenges in terms of team formation but the general reaction was one of support and understanding by parents

- **Coach Community** The major priority this year was to improve the engagement of coaches by improving the quality of communications; addressing coach development; improving the information available about our coaches and to improve appreciation efforts. While coach development activity fell a bit short of our hopes and goals, we did very well on the other fronts and as a result, the first step in what is a four year investment plan would have to be considered a success.
- **Equipment & Uniforms** A major step forward was taken this year in terms of inventory management and improving the quality of uniforms. Kudos are do to Bob Fox for his commitment.
- **Marketing** Sponsorship revenue increased by 85% from 2004 (from \$2,300 to \$4,200)
- **Communications** A significant emphasis was placed on improving communications with all those involved in the game through revitalization of the web site; regular bilingual emails with parents; increased visibility of Executive Committee members, a survey of parents and appreciation nights for coaches and referees.
- **Referees** Another very impressive year where the quality of referees improved and the efficiency of the allocation process was significantly improved
- **Financial Management** 2005 was a year of transition due to changes in Treasurer mid-term and yet improvements are being made to our financial management practices as a result of our Office Manager and the new Treasurer, the integration of financial processes from SG and our general state of good financial health.
- **Operations** A number of other changes were introduced including an updated handbook and changes to rules regarding wearing of cleats. Discipline was not a major problem although conduct of several parents is a concern that needs to be further addressed.

George spoke to a DRAFT vision statement for GDRS and potential strategies and initiatives needed to move the organization forward in a proactive and strategic perspective. These strategies include enhancing our product; enhancing our financial sustainability; enhancing our capacity to perform effectively and efficiently; and enhancing our presence in the community and our relationships. This vision and a strategic business plan will be discussed by the new Executive Committee. In addition, specific initiatives will be undertaken for 2006 that will reflect the broader strategic direction being adopted so as to build on the initiatives undertaken this past year.

## 2. Reports from Executive Committee members

Executive Vice President (Laird Coghill) – Laird reported first on the field management process, indicating that generally the process of field allocation and utilization had gone quite well. He commented on the generally better field conditions this year. He noted some problems we had encountered (e.g. field marking on a couple of occasions). With the support of a Field Management Co-ordinator going forward, Laird anticipates that 2006 will be even better as in 2005, this responsibility did not have that focus until late into the process.

On the subject of schedules, Laird, reported that other than the lateness of getting the schedules complete and out, that there were no problems in 2005. He noted that even the weather co-operated on this front with no general cancellations due to serious weather issues.

With respect to coach development, Laird echoed some of George's comments about coach community building and complimented the couple of hundred coaches for their commitment and energy. The number of coaches available is our single biggest constraint at this time in terms of team formation and we need to take further steps to address this so that it does not limit our growth and ability to satisfy the players. In 2005, Laird reported that communications had improved; that coach security screening had been conducted (improvements required next year again); that the coach day in May had been very successful; that our database of coaches was improving; and that training had gone well, but not as well as hoped. Additional efforts will be taken for 2006 to have earlier training sessions and to spell out and provide the required support to coaches during the season. Laird reported that the Coach Appreciation Night had been well received and that the coach indoor soccer sessions were going very well for the winter

Director Equipment and Facilities (Bob Fox) – Bob reported on the major challenge of carrying out the duties with very little if any history or documentation to support the equipment/uniform management process. Improvements were however made to the quality of uniforms and in the distribution/handling of equipment, although opportunities for further improvement have also been noted. For 2006, Bob already has a list of areas that need improvement and will be looking into a number of things that we can try to support any new program changes. Members complimented Bob on the quality of the uniforms and on all his efforts to improve inventory management in 2005.

VP Seniors (Sergio Tilli) – Sergio reported that approximately 800 players on 42 different teams enjoyed the 2005 season. He did report that there were problems in the team formation process that would have to be dealt with in the future. He reported that the decision to restrict the registration process was in his view the correct one to take but that in this transition year, it had contributed to some problems in team size. Sergio commented on the number of questions and challenges he had faced related to team formation and trying to address both coach and player preferences. One other item of note that needs attention is the schedule for seniors given player departures at end of August for university and the schedule for practice field time (seniors tend to prefer Sunday nights). There was a lengthy discussion regarding the question of 'equal opportunity' to play and health questions when players do not show up for practices – this may need to be addressed on handbook updates and parent and coach communications.

VP South Gloucester (Scott Davidson) – Scott commented on the progress being made in adopting the single operating model and felt that over the long term, this would be best for all concerned – in fact, he emphasized that the parents and players in SG did not want special treatment; they simply wanted to be treated in an equitable manner as part of the overall organization. From all reports, the overall view was that the 2005 season had been quite successful and enjoyable.

Head Referee (Lutz Sukstorf and Barry Walker) – Lutz reported that as a result of training sessions held prior to the season that an additional 148 referees participated at higher levels than in 2004, including 88 new C4 referees and 60 new Mini level referees. As a result, other than in the South Gloucester zone where the number of available and trained referees was lower than required, once the bugs in using the new electronic referee allocation system were worked out, the system was much more efficient and fair than in the past, and that referee absences were much less of a problem than in the past. Lutz estimated that our success rate in allocation was over 90%, and that next year, this should be even better.

In terms of discipline, the number of red and yellow card incidents were down from 2004 (39 versus 48) although he did report that there seem to be more cases of parental misconduct at the mini level than in the past. A discussion ensued as to the importance of placing an increased emphasis on the code of conduct, on communicating this to parents and players; on continuing to support the referees; and on coaches taking the responsibility of controlling parents who may be getting too engaged in the game.

Lutz reported on the decision to present an award to outstanding referees as a memorial to Bob Moir, a former Head Referee for GDRS for many years. This was well received by the referee community, and in fact, the referee appreciation night was a very positive event for the community. Lutz and Barry also reported on the additional efforts placed on evaluating referees during the season as part of ensuring support and development and quality. A discussion followed on the challenges of ensuring consistent refereeing across all games. Lutz assured all members that any feedback was welcome from coaches following games and that he personally followed up with referees in cases where comments were recorded or in situations where he had observed the game in question.

Members congratulated Lutz and Barry for the admirable work undertaken this year in ensuring a quality referee program.

VP Junior Girls (Hani Diab) – Hani submitted a written report. He commented that there had been a couple of reported incidents with coaches but that these were at the end of the season, and that as a result there was little that could be done to address or resolve complaints given the timing of these cases. Overall, the season went very well.

VP Minis 7&8 (Guy Valentine) – Guy presented a summary of the 2005 season, noting that overall, the season had gone quite well. He did note specific areas that had gone quite well and others which would require attention going forward both in terms of administration and in program design.

Registrar (Valerie Frisken) – Valerie submitted a report and spoke to the challenge that we had faced in limiting registration this past year but said that she felt we had taken an important step such that we would not have the same type of problem in the future. There was some discussion as to whether GDRS was going to go to on-line registration. There is general support in moving in this direction and certainly from all feedback received from parents, there is a definite interest – the challenge is largely related to capacity of volunteers in lining up and implementing this new approach. The Executive Committee will be looking at this matter in the coming weeks.

VP Junior Boys - George indicated that Marie Pier Bourdon had resigned effective September 10, 2005 and thus that no written report had been submitted. However, the Junior boys season had gone quite well despite some significant challenges in lining up coaches for all of the teams prior to the season and some difficulties with team size during the season.

VP Minis 5&6 (Paul Ragusa) – George indicated that Paul had to unfortunately miss the meeting due to business obligations. However, Paul had submitted a written report. Paul's report indicated that the season had gone well but that it was necessary now to take some time in reflecting on the design of the program at this level and to ensure that the coaches were getting sufficient and appropriate support.

President GSA (Dave Bowyer) – Dave introduced his comments by noting that the GSA was the second largest club within the EODSA and third largest club in Ontario with approximately 5,000 players in 2005. Dave commented on the importance of better managing the field allocation process, particularly in terms of practice field utilization as there was ever increasing pressures on the fields and that if we did not use them in an optimal fashion, that we could well lose them to other organizations. He touched on other matters but largely confirmed that we are (in his view) on the right track in terms of coach development, equipment management and discipline management.

### 3. Financial Report

Angela Kuntz presented the draft financial statements for the fiscal year to October 18, 2005. These statements are unaudited and will only be finalized to actual year end after October 31, 2005. The statements show less revenue and less expenditures than in 2004 with the result at this time of an operating surplus of \$29,318. However, there remain a number of outstanding invoices and it is expected that this surplus will be significantly reduced by the time the books are finalized. There was a question as to how we can operate with such a surplus and still be considered 'non-profit'. Angela and Bob both confirmed that the test of not for profit is not an operating surplus, but whether anyone derives a financial benefit from the revenues of the organization. This is clearly not the case.

**MOTION** that the financial statements as presented be accepted subject to final statements being concluded as soon as possible

**Moved** Tim MacPherson  
**Seconded** Peter Pestorez

**CARRIED**

### 4. Other Business

Presentations were made to Sergio Tilli and to Hani Diab on the occasion of their completion of their term of office and resignation respectively in appreciation of their contribution to GDRS. In addition, words of thanks were expressed in absentia to Paul Ragusa, Marie Pier Bourdon, and Laurel Weidemann for their efforts and contribution.

### 5. Amendments to Bylaws

George presented the set of by-laws as approved by the Executive Committee effective October 15, 2005. He explained the most significant changes and drivers for the changes. These included the requirement by the Ontario Soccer Association (OSA) for all clubs to have new constitutions and bylaws in effect by January 2006 so as to reflect OSA requirements; a need to reflect the integration of South Gloucester operations into GDRS; a need to update Board structure and responsibilities; and a need to align disciplinary procedures with those of the EODSA. George explained that should the bylaws be adopted by the AGM, that the next steps would be to present them for final approval by the GSA Executive Committee, as per the current version of the GSA constitution.

There was discussion around the legal rigour used in the development of the OSA model template. Dave Bowyer assured members that there had been significant consultation including from a legal perspective in the development of the model that has been used for the draft proposal.

**MOTION** that the bylaws as approved by the GDRS Executive Committee and as presented be adopted

**Moved** Sean Cox  
**Seconded** Tim MacPherson

**CARRIED**

**6. Election of new Board members**

<b>Position</b>	<b>Term of Office</b>	<b>Nomination</b>	<b>Motion</b>	<b>Second</b>	<b>Result</b>
Executive Director Operations	October 2007	Laird Coghill	Peter Pestorez	Hani Diab	acclaimed
Secretary	October 2006	Sean Cox	Tim MacPherson	Scott Davidson	acclaimed
Treasurer	October 2006	Angela Kuntz	Hani Diab	Bob Fox	acclaimed
Director Coach Development	October 2007	Scott Davidson	Guy Valentine	Sergio Tilli	acclaimed
Director Equipment & Facilities	October 2007	Robert Fox	Hani Diab	Scott Davidson	acclaimed
Director Minis 5&6	October 2006	Sean Cale	Angela Kuntz	Guy Valentine	acclaimed
Director Minis 7&8	October 2007	Guy Valentine	Tim MacPherson	Sean Cale	acclaimed
Director Junior Girls	October 2006	Eliane Turner	Peter Pestorez	Hani Diab	acclaimed
Director Junior Boys	October 2007	Phil Evans	Peter Pestorez	Sean Cox	acclaimed
Director Seniors	October 2007				vacant
Director Marketing and Community Relations	October 2007				vacant

Other positions on the Board of Directors, namely the Chairperson and Registrar have incumbents whose term of office is only complete in October 2006. George thanked all persons who have decided to join the Board of Directors. He advised that the Head Referee position was an appointment of the Board of Directors but suggested that the appointment be made at the AGM given that the proposal implicated a change in role for both Lutz and Barry for 2006.

**MOTION**

That Barry Walker be named the Head Referee and that Lutz Sukstorf take on the duties of Assistant Head Referee

**Moved**  
**Seconded**

Laird Coghill  
Scott Davidson

**CARRIED****7. Adjournment****MOTION**

that the meeting be adjourned at 10:40 p.m.

**Moved**  
**Seconded**

Phil Evans  
Hani Diab

**CARRIED**