

Castaways Monthly Meeting

Date: Monday, November 18th, 2024

Time: 6:00pm

Location: Clubhouse – 714 Discovery St

Attendance:

- Team reps:

Div 1 OG	Miri
Div 1 YG	
O30A	Andy
O30B	Anna
O35W	Melanie
Div 2	
Div 4 Invicta	Tom
Div 5 Deportivo	
O35M	
O49M	Mark
Div 3 Calypso	

- Executive: Emma, Bella, Cam, Koben, Beau, Deanna, Taylor, Sydney, Oscar, Julia P, Briar (online), Julia M (online)

Non-attendance: YGs, Div 2, Deportivo, O35M, Calypso

Non-attendance last month: YGs, O30A, Deportivo, O35M

New business:

1. **Motion to adopt last meeting minutes.**
 - a. Julia P motions to adopt
 - b. Taylor seconds
 - c. Approved
2. Clubhouse update
 - a. Chris Spicer and Matt McNeil present clubhouse updates
 - b. Building near Windsor for sale, considering buying this lot and putting the next clubhouse on it
 - i. <https://www.realtor.ca/real-estate/27359050/2409-currie-rd-oak-bay-south-oak-bay>
 - c. They would get rid of the current building on the lot and either move the current clubhouse building to this lot, or get a new building
 - d. Liquor license would change

- i. Kids would be allowed at the new clubhouse
 - ii. No liquor sales after 10 pm
 - e. Taylor Q: Would there be downtime of the clubhouse while its being moved?
 - i. Matt A: 6-8 months is the best guess. Maybe more.
 - f. Koben Q: What is the go/no go for commitment of the property?
 - i. A: If they get another offer.
 - g. Anna Q: Is the seller willing to give a subject to rezone clause in the sale?
 - i. A: No. It will hopefully retain its value for resale though.
- 3. DSC updates
 - a. Should let DSC know of our decision for clubhouse by the end of the week
 - b. Create shared google doc to summarize what we actually need a clubhouse for
 - i. Emma will make shared google doc
 - c. Deanna will reach out to other soccer clubs to see about shared clubhouse
 - d. Should start doing due diligence and getting our ducks in a row for splitting the clubhouse if necessary
- 4. Player transfer fees – who pays this?
 - a. There have been some player transfers between clubs
 - b. Continue to judge on a case by case basis
- 5. Late player registration/one game singings
 - a. Costing us money to add a player for one game
 - b. Some people can only play certain games and want a reduced fee (for example, people that do shift work)
 - c. **Motion to approve, if known in advance, a partial year fee for players that will only play 5 games or less for the season, of \$75+\$20/game for men, \$50+\$20/game for women (to cover VISL/LIWSA fees respectively)**
 - i. This doesn't cover DSC fees because it would be too expensive
 - ii. Tabled for now. Policy should be written.
 - iii. Keep doing case by case basis for now
- 6. Free registration for coach's children
 - a. Isn't listed in the bylaws, but it's something we've always done
 - b. Cannot be used to reduce fees overall for everyone - too much to manage
 - c. **Motion to state that a coach can apply their one free registration (per team) to whoever they wish**
 - i. Tabled for now. Need a policy
- 7. Field equity
 - a. **Motion to put the fields amount in the grant allocation towards turf fields (when the schedule permits).**
 - i. To discuss next month
 - b. **Motion to cover the cost of registration for up to two members who will consistently keep the fields lined throughout the year**
 - i. Voted against.
 - ii. Will try to find the kid that lines for pays and see if we can pay him to line our fields too.
- 8. Keeper incentives

- a. **Motion to increase goalkeeper equipment reimbursements to \$100 per team (from \$75 per team) to align with budget.**
 - i. Julia motioned
 - ii. Deanna seconds
 - iii. Vote passes
- 9. Practice players
 - a. Need some input from teams for what they'd like to see
 - b. Need to cover league fees (insurance) and DSC fees
 - c. Tabled for now
- 10. Directors and officers insurance
 - a. Need someone to research whether this is something we should have to protect our executive
 - b. Aidan has been volunteered for this
 - c. Julia P has email out to Westland insurance for information
 - i. They need info from us
- 11. Disposal of old equipment
 - a. Organization called Second Kicks that will repurpose old sets of jerseys/uniforms
 - b. We would need to cover cost of shipping
 - c. Emma will look into this
- 12. Edit bylaw 2.10
 - a. **Vote to hold SGM to edit bylaw 2.10 (2.10 A person's membership in the Society is terminated if the person is not in good standing for 6 consecutive months) to 3 months from the start of the season or 2 months from October 15th.**
 - i. Bella to edit this clause to find a punishment for non payments
- 13. Financial hardship allowance
 - a. Need proposals
 - b. Suggested at EDI training last year that this is included in bylaws
 - c. Tabled
- 14. Change to year end
 - a. Julia P to work on list
 - b. Tabled
- 15. Review societies
 - a. Must ensure we are following everything we need
 - b. Tabled
- 16. Discuss grant allocation
 - a. **Vote on how to allocate the funds**
 - i. Will vote after Taylor gets jersey information from catalogue and field costs from Koben
 - ii. Need jerseys for 8 teams
- 17. Fee breakdown by player
 - a. Julia P working on this
- 18. Summary of fees paid to other clubs
 - a. Julia P working on this

19. Spending policies
 - a. Needs to be formalized for SGM
 - b. Julia P working on this
20. Communication of minutes
 - a. Should we be sending final minutes to the whole club?
 - b. Post them on the website every month instead
21. Decision tracking
 - a. Need a summary document that lists and explains decisions made so we can reference it
 - b. Something in the dropbox but not updated
 - c. Deanna to look into this
22. Jersey deposits
 - a. Any proposed options for when to collect deposits?
 - b. Deanna says beginning of the season?
 - c. Briar to write a policy outlining who pays jersey deposits and when
23. Next season planning
 - a. Tabled until January
24. Storage unit
 - a. Gear is currently stored at Julia's house
 - b. If you want anything, give more than 1 day notice and we will get you any gear you need
 - c. Need to look into whether we can pay Julia \$50 per month for storage rental even though she's on the exec
25. End of season tournament and banquet
 - a. Need finalized list of members (Beau to do)
 - b. Deanna proposes considering making it a 2 day event to leave more time for tournament
 - c. Should start a committee for planning an end of season tournament/banquet – Oscar to spearhead this
 - i. Sydney, Bella, Emma, Briar volunteer to be part of the committee
 - d. Look into Prospect lake/Saanich fusion field for tournament and rent the clubhouse for watching/beers
 - i. Deanna to provide list of accommodations that will accommodate large numbers
26. Fundraising this year
 - a. Royals tickets to sell for Royals event
 - i. Sydney to post on socials
 - ii. Go to game then go to clubhouse
 - b. Harbourcats just released their schedule
 - c. Deanna wants to do wine tasting with sommelier
 - i. Dinner, wine, and prize draw
 - d. Deanna to create fundraising plan
 - e. Sydney to reach out to Oscar and figure out events for the year
27. 50th anniversary

- a. Post on website
 - i. Cam to post 50th anniversary crest that's on t-shirt
- 28. Team rep group chat
 - a. Up to team reps
- 29. Sponsorship document
 - a. Amounts need to be confirmed if not already done
 - b. Deanna has also drafted a sponsorship document
 - c. Need committee to edit sponsorship document
- 30. Meeting layout
 - a. What do we want for meeting schedule?
 - i. Stay with this schedule except with executive reports after one-minute reports while team reps are here
 - ii. Send a call for agenda items 2 weeks before the next meeting
 - b. Appoint someone to chair the meeting?

One Minute Reports

Div 1W OG – Started the season strong, hit a bit of a rough patch. 3 more games before the Christmas break. Currently in 5th place.

Div 1W YGs – Started the season rough, its looking up now. Starting to score goals

O30As – Playing well, tied Vic west past weekend which was disappointing. Doing wine fundraiser over the holidays.

O30Bs – Season is going well, 8 teams in the league (vs the 4 last year). Won most games.

O35W – Doing okay, 4th or 5th out of 8.

Div 2Ms – Trying to get bearings against young kids. Hit rock bottom but looking up.

Div 4Ms Invicta – All over the place – winning some and getting blown out other times.

Div 5Ms Deportivo – In 4th now. 2 wins a row now. Less injuries than this time last year.

O35M – Not here

O49s – 2 and 5 probably, not really keeping score.

Div 3W Calypso – Not here

Team rep new business

1. Melanie: Have to go trace lines twice per week at Carnarvon – looking for a solution
 - Koben: Communication has happened online. This predates Koben, more of a Jena discussion.
 - Deanna: Oak bay has offered to burn lines in field but Bays says no. Bays shares the field with us so they have final say. Jena looking into maybe paying the bays U16 player to line the field.
2. Melanie: Asking about practice schedule after Christmas.
 - They've been practicing on Thursdays all year, used to switch every month and some teammates can't make Thursdays.
 - Koben: Practice schedule was formed based on survey responses in August. Didn't hear until after schedule was created that this didn't work for some

people. New schedule will be done for the new year, survey will be done this year. Hopefully practice schedule will be out early December.

Next meeting date: December 16th, 6pm in person since merch should be in by then

Advance notice: January will be online

Executive:

1. Presidents Report
2. Vice-President Report
3. Treasurers Report
 - a. **Motion to approve financial statements**
 - i. Julia motions to approve
 - ii. Deanna seconds
 - iii. Passes
 - b. See attached treasurer report
4. Secretary Report
5. Registrar Report
6. Field Reports
7. Events Report
 - a. Youth boot camp on hold now
 - i. Perhaps adult goalie camp instead
 - b. December 28th royals game
 - i. Ugly sweater theme
8. Equipment Report
9. Grants Report
10. Sponsorship Report
11. Communications Report
12. Website Report
13. Merchandise Report
 - a. Merch sales update
 - i. Sales closed Thursday
 - ii. Just over \$2600 worth of merch
 - iii. Made \$600 in merch sales
 - iv. Ended up buying the extra 25 t-shirts
14. Directors at Large Report

Meeting is adjourned.

Tasks:

- Emma to make a shared google sheet where we can list what we need a clubhouse for
- Deanna to reach out to other soccer clubs to see about shared clubhouse
- Aidan to look into directors and officers insurance

- Emma to look into second kicks to get rid of old uniforms
- Bella to propose edit to clause 2.10 in bylaws to find a punishment for non payments
- Julia P to work on fee breakdown by player
- Julia P to work on summary of fees paid by other clubs
- Julia P to work on spending policies for SGM
- Deanna to look into decision tracking document in dropbox
- Briar to write a policy outlining who pays jersey deposits and when
- Oscar to start planning end of season event
- Deanna to provide list of accommodations that will accommodate large numbers for year end event
- Sydney to post about royals event on socials
- Deanna to create fundraising plan
- Sydney to reach out to Oscar and figure out events for the year
- Cam to post 50th anniversary crest that's on t-shirt on the website
- Team reps to make group chat

**Castaways FC
Treasurer's Report
November 17, 2024**

For the period ended October 31, 2024:

Financial Snapshot:

Bank Balance at month-end	\$73,145
Current (Nov17) operating balance	\$57,157
Current grant balance	\$19,113
Accounts payable balance Oct31	\$2.4k
- Jersey deposits & Oct fields	
- No bill from Finlayson yet	
- No bill from PISE yet	
Accounts receivable balance Sep30	\$5k
Prepayments	\$7.9k
- \$0.7k PISE credit	
- \$7k VicHigh bookings	

- Accounts receivable is primarily made up of dues that are still owing. To discuss in Ongoing Business
- Jersey refunds trickling out as I have time, still more to do
- Mostly caught up on payables to players. If you're missing something let me know.

Cash – Need to update the cash flow estimate, but at first glance it looks like we will be tracking the way we should be. Spending should be reduced by implementation of new rules for pre-approval of expenses.

Fundraising – Need to ensure we are on top of the club level fundraising to meet our \$5k (minimum) target for the year. I'd like to see a schedule of potential events and we can vote on which to do.

Expenses

- League fees are now all paid, which is our second largest expense.
- Fields are expensed as incurred, except PISE that's paid in advance. Still waiting for the bill.

Projects now listed separately and excluded from the treasurer's report.
Financial statements enclosed separately.

**Julia Phillips, CPA
Castaways Treasurer**