



**EXECUTIVE MEETING MINUTES
MEETING #2017/18-02
DATE: December 16, 2017 11:05**

Present - Voting members:

Tony Ziukas, Mitchell Ferguson, Joost Wentink, Carmine Maurizio, Rick Costa, Bill Dworski, Alex Martineau, Ligeo Kattackal.

Present - Non-Voting members:

Lisa Artuso, Frederick Bakach-Lord, Ketsia Domingue

Regrets:

Catherine Renaud

Meeting called to order at 11:05 AM, by Bill Dworski, seconded by Mitchell Ferguson.

1. Approval of Minutes:

Motion to approve minutes of meeting on November 9, 2017 at 18:45 was put forward by Carmine Maurizio, seconded by Bill Dworski.
All in favour.

2. No Addenda or Varia

3. Financial Report

An overview as pertains to membership fees being raised is presented in point 5.

4. Word from the President

4.1 Update on Lac-St-Louis: Alain Wilson acclaimed as president for a 2-year mandate. Both VP Metro Mr. John Theodosopoulos, and VP Recreational Mr. Réal Bouchard, were acclaimed for new mandates but as per the rules of the association, they have to be voted in by 2/3 of the assembly on December 18th. If they don't have enough votes, nominations will be re-opened followed by a new vote.

4.2 Feedback on Lac-ST-Louis gala: Melissa and Georges from LSL were asked that nominees for team awards be known in advance so coaches can participate in the gala.

4.3 Next meeting format: next executive meeting will be two folds, the meeting per say in the morning from 10:00 to 12:00 AM, a break for lunch and a workshop in the afternoon from 1:00 to 4:00 PM.



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An agenda will be proposed for the workshop, but only as a framework. The workshop is meant to be a collaborative effort for brainstorming and coming up with ideas from all participants about what the club vision will be going forward.

Lisa to book room for January 27th.

4.4 Registration set-up for February 2018: a meeting about the upcoming registrations has been set for December 19th. Registration dates, physical set up, management of crowd flow to be discussed.

Lisa has been doing a lot of research to prepare for the registration period. She also has been in contact with other club DGs talking about any good practices that could be adopted by Pointe-Claire.

Members of the executive committee are asked to keep some availability for volunteering at registration sessions to facilitate operations.

4.5 Meeting secretary up-date: welcoming of new secretary meeting, Ketsia Domingue. Since already on staff, there was no need for a separate nomination, only a re-orientation of duties.

4.6 Assistant Director-General position: the decision to hire an assistant DG was made based on the need for Lisa to delegate some duties specially when busier times call for it, the job description will evolve with time. The position was offered internally to all staff and interviews were conducted with two internal applicants. Marilyn Lamontagne was appointed as the new assistant DG. Lisa to write-up a formal job description for the contract, so due process can be respected.

4.7 Website content for each division: Lisa has done a lot of training on our website. Tony asks that for every division the person in charge puts on the website a bilingual blurb available to our members. The blurb will shine a light on what the club is doing, the services offered to make their experience a better one. For exemple, the teams in each category could be listed. January 15th has been set as the deadline for the blurb, even a tentative content. It can be submitted to Tony for comments or sent directly to Lisa.

Fred mentions that some website shortcut links where not leading to the right place, Lisa will update the links and thus fix the problem.

5. Reports from committees & ongoing events

5.1 Registration: (from Lisa) registration is up from the last meeting from 668 to 707, but still down from last year at 840. The number 707 represents individual registrations, but a member could be registered to do more than one activity.

For the upcoming registration period, Lisa is looking for ways to increase online registration.

5.2 Volunteer screening: as for volunteer screening, the actual procedure is such, that by the time a final decision is made by the city to issue or nor a volunteer card, the applicant has coached for the season. Lisa is looking at a 24-hour service offered by backcheck.net. A fee is associated with this service and we are not yet sure the city will go along with it.



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5.3 Medicare cards: our club has been photocopying, taking pictures medicare cards and filing the information away. We are stopping this practice going forward, since it is illegal as confirmed by Stephanie from region. Also, Shayne from Lachine has mentioned that we cannot ask for a specific proof of identity such as the medicare card, we can only ask our members for a government issued identification. The preferred piece of identification remains the medicare card for us, but we will now accept others as well.

5.4 Updates:

5.4.1 From Carmine: registration fees will be raised starting next season.

5.4.2 From Ligeo: the increase in fees, which had only been \$25.00 in the past 7 years, should generate an extra \$30 000 in additional revenues. This number is based on projected expenses for regional, equipment, etc...

The additional revenue should also allow the club to replenish a surplus cushion in case of unforeseen events, right now we are at zero.

The increases detail as follows:

- \$15.00 for micro, except for U4 (this group will no longer be affiliated to regional, and we will no longer take their pictures and that will save some money).
- \$15.00 for house league.
- \$35.00 for intercity, since comparing our fees to other clubs, we have more room to grow.
- Both Metro competitive and recreational will see an increase of \$25.00. On the other hand, they will no longer be charged the non-resident fees.
- \$10.00 for Logs and Loogs, but no non-resident fees.
- No change for Champagne, since their numbers are down (from 6 teams to 4). This decrease is compensated by the fact that they have big rosters.
- The removal of the non-resident fee for Metro, Logs and Loogs in an effort to keep membership strong in those groups.
- There is a concern about how the city of Pointe-Claire may react to the abolition of non-resident fees.
- For the older categories, players will continue to own their jerseys until 2021 when that situation will be revised.

5.4.3 From Joost: questions about the necessity and the motivations behind the fees increase. There is a concern about justifying it to the membership that has been shown to be unsatisfied from surveys. Is the increase to cover past mistakes, or is it because the club wants to increase expenses? There is a concern that the money will improve the quality of services provided by the club. Would like to see a more detailed statement for funds allocation.

Various members join-in to explain about loss of grant from the city, deficit from subsidizing turf time, the rental of extra turf which turned out to be unnecessary due to lack of teams (in previous years we had turned teams away), or miss communications about their availability, unnecessary equipment acquisitions, more money being paid in salaries to the administrative staff, \$7 000 to \$8 000 spent on credit card fees. Problems in meeting some of Lac-St-louis expectations.

No vote taken about the increase, since it was decided by the finance committee.



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Tony underlines the need for consistency in the message being put out by every member about how the increase money will be spent.

From Fred: the feedback from the survey is also that our members understand that things are progressing in a positive way, towards better services.

5.4.4 From different members, Tony, Ligeo, Carmine, about generating more revenues:

- the technical team along with Ligeo is trying to set up an ice-breaking tournament;
- Tony to meet with Gates to finalize a 9 versus 9, Loogs league to play on Friday nights. We want to offer the same price point as Lakeshore;
- possibility of sponsorships for the future;
- selling of the extra turf to other clubs;
- increase recruiting (Rick: we can't rely too much on coaches).

5.4.5 From Carmine on the technical committee:

- the technical committee has been meeting regularly to address multiple issues such as a systemic lost of players, the administration of turf time and more. The committee aims change the situation from what it was and rebuild our image and efficiency. The bar will be raised for the club towards better services and results, because right now Pointe-Claire competitive teams are not taken seriously. In short, a lot is being done to improve the whole process.
- There is a need for job descriptions and contracts for technical personnel (sporting director and his assistants).
- a pro-active approach will be taken to retain our players, keeping them happy and satisfied specially by making sur that the right player is on the right team so he or she can meet his or her full potential. To that end, Fred gets in touch with parents wanting to leave the club and tries to change their mind.
- Planning of turf allocation for next year has already started.
- A Collège Technique du Club (CTC) is being implemented. The CTC will be a learning environment for the coaches to discuss everything from budgets to meetings with parents.

5.4.6 Presentation from Fred:

- optimization of turf usage, 85-90% booked in the rest used for exhibition games for more revenues.
- Update on what the situation is for different teams.
- Working on improving coaching skills for better organization, communication. To raise commitment's level for better support of the players.
- Technical staff to be more present.
- Improved services to all, but priority won't be the same for all age groups or divisions.

5.5 Sporting Director:

- Following the last AGM meeting a committee to oversee technical operations was created. The selection process produced 7 local candidates and Fred emerged as the front runner and was voted-in with a majority (executive members voted electronically) as the new Sporting Director. Other candidates will be offered positions as Assistant Sporting Directors and will be responsible for specific programs.



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- Joost voices strong concerns about the hiring process. The involvement of only part of the executive committee, the need to establish clearly what previous problems were and how to solve them, the mandate given to new director and the lack of experience of the appointed director.
- Other executive members do their best to assuage Joost concerns by explaining the dire situation existing before, and reassuring him that the new Sporting Director will be well supported in his role and ensure success.
- There is support from Alex for the whole committee to be involved the next time.
- The contract is for a year, after which there will be an evaluation of performance before a decision is made to renew or not.

6. On hold/Pending

6.1 Club restructuring: to be discussed at the next meeting.

6.2 Long term development plan: will be part of the workshop after next executive meeting.

7. Proposals for approval: see point 5.5

8. Next meeting

January 27th 2018 from 10:00 to 12:00 AM, followed by workshop from 1:00 to 4:00 PM

Motion to adjourn put forth by Alex Martineau, seconded by Rick Costa. All in favour.

Meeting ended at 1:38 PM.

Respectfully submitted,
Ketsia Domingue