



EDMONTON RUGBY FOOTBALL CLUB

EST. 1953

2019 AGM – September 22, 2018, 14:00

1904-167 Avenue, Edmonton, Alberta

Agenda:

1. Call to Order – 2:14 pm
2. In attendance: Aiden Cottrell, Jasmine Murphy, Rob Burstall, Joey Mohamed, Joel Poshtar, Angela Lieu, Kady Martin, Levi Fournel, Kate Childs, Devlin Friesen, Bolivar Guardado, Sandro Guardado, Ismail Hussein, Aaron Dawson, Gareth Jones, Andrew Hudson, Sabrina Hewitt, Matthew Wolter, Tom Poon, Rhys Jones, Troy Wilson, Amelia Towns, Kelsey Ewert, Nick Rumbles, Bryce Grozli, Alexa Fleming
3. Additions to Agenda – Motion: Kady, Second: Andy
 - a. Kady- cell phone tower
 - b. Kady- reviewing bylaws
4. Adoption of Agenda – Motion: Angela, Second: Andy
5. Adoption of 2018 AGM Minutes – Motion: Kate, Second: Kate
6. Reports
 - a. President
 - b. VP
 - c. Treasurer
 - d. Secretary
 - e. VP Senior Men's Rugby
 - f. VP Senior Women's Rugby
 - g. VP Junior Rugby
 - h. VP Development
 - i. VP Facility
 - j. VP Social
 - k. MAL's
7. Adoption of Financial Statements - Motion: Angela, Second: Kate
- 7 Kady- motion about cell phone tower
- 8 Kady- reviewing bylaws
- 9 Election of Officers
 - a. President
 - b. VP Senior Men's Rugby
 - c. VP Senior Women's Rugby
 - d. VP Junior Rugby
 - e. VP Development
 - f. VP Facility
 - g. VP Social
 - h. MAL
- 10 Adjournment - Motion: Andy, Second: Joey, 3:35pm

Appendix A – 2018 AGM Minutes

Reports:

President: Angela Lieu

Rugby

- The Pirates had very successful seasons on and off the pitch—with both senior teams improving on their finishes from last season. The camaraderie within the club was positive and supportive; we will look to maintain rugby programs that are competitive, yet fun, through the off season and into 2020. The minis again had a fun season that saw an increase in participation from last season. Thanks to the team reps and coaches, and volunteers for playing a big part of the minis and senior teams' success this season.
- New initiatives to make participation more accessible—such as the “punch pass” option and referral bonuses—were well-received and worked as intended.
- The 2020 season will kick off with indoor training beginning in January at ACT Recreation and Aquatic Centre.

Volunteering

- Although this season saw a lower number of registered players than usual, the club continued to operate at the same capacity, and committed to a number of large volunteer events and fundraisers. From operational needs like cleaning the clubhouse to big fundraising events like Taste of Edmonton and bingos, we managed to get everything done—thanks to everyone that lent a hand this year, and big thanks to Jasmine for coordinating our volunteers!

Rentals

- This was an excellent year for clubhouse and field rentals, with \$7,875 earned from clubhouse rentals between November 2018 and November 2019 (approximately \$1,000 more than last year), and \$3,662 earned from high school games (as of September 15, 2019)—for a total of \$11,537.50 over this time period.
- Thank you to everyone that has helped with cleaning the clubhouse, giving tours, and (un)locking the clubhouse throughout the year. A rental goal of \$10,000 will be targeted again next year; it is anticipated that this will be sustainable through repeat renters and continued growth through word of mouth. Should I remain on the board, rentals will continue to be an area of focus for me.

Future Considerations

- As rentals become a growing source of income, enhancements to infrastructure (e.g. patio siding and lighting, driveway) may be beneficial. Enhancements that have been installed—such as improved lighting, security cameras, dumpster—have been great additions. Big thanks to Jenn Bird and Alexa for putting the time and work in to get these in place.
- Stricter guidelines will be put in place with Metro Athletics as it relates to high school games (should they continue to be allowed to rent) to mitigate ambiguity when it comes to expectations and fines.
- More structured and streamlined systems for administrative operations such as petty cash reimbursement, fundraising deadlines, volunteer sign-up, clubhouse and field maintenance, etc. will enhance accountability and efficiency when it comes to these tasks next year. Thank you to all club members and members of the board of directors for a great year! Ange

Vice President & Registrar: Kate Childs

This season we maintained stable player numbers from last year on the men and women's side, and saw considerable growth in our minis program. We expanded the alternative senior membership options offered; continuing a pay-per-game option, as well as offering a punch pass, allowing the purchase of 4 games. These alternative options were more heavily utilized this season, and we received positive feedback about the flexibility they provided. We will continue to offer these options into the 2020 season. A new registration category, for the Old Boys debuted this season. We are hopeful that the Masters/Old Boys program will continue to grow next year. At registration, we collected information on referrals. This was part of a referral incentive program, but also part of a larger effort to tailor our recruitment strategies. Direct referrals from past and current club members was the most frequently cited way in which new players heard about Pirates. Maintenance of the clubhouse was an area of focus this season, as we work to keep our facility a useable space for club use and source of revenue through rentals. Facility projects included those related to organizing storage spaces, removal of mice, replacement of water heater, and parking lot repair. Club member time and effort was essential for completion of these projects.

Registration Data for 2019 Season

| Senior | Full | Punch Pass | Pay-Per-Game | Temp Pass | Total Players |
|---------------------|-------------|-------------------|---------------------|------------------|----------------------|
| Men | 21 | 7 | 2 | 6 | 36 |
| Women | 19 | 4 | 1 | 0 | 24 |
| Totals for category | 40 | 11 | 3 | 6 | 60 |

| Minis | U5 | U7 | U9 | U11 | U13 | Total Players |
|---------------------|-----------|-----------|-----------|------------|------------|----------------------|
| Boys | 9 | 8 | 6 | 1 | 0 | 24 |
| Girls | 2 | 4 | 3 | 0 | 1 | 10 |
| Totals for category | 11 | 12 | 9 | 1 | 1 | 34 |

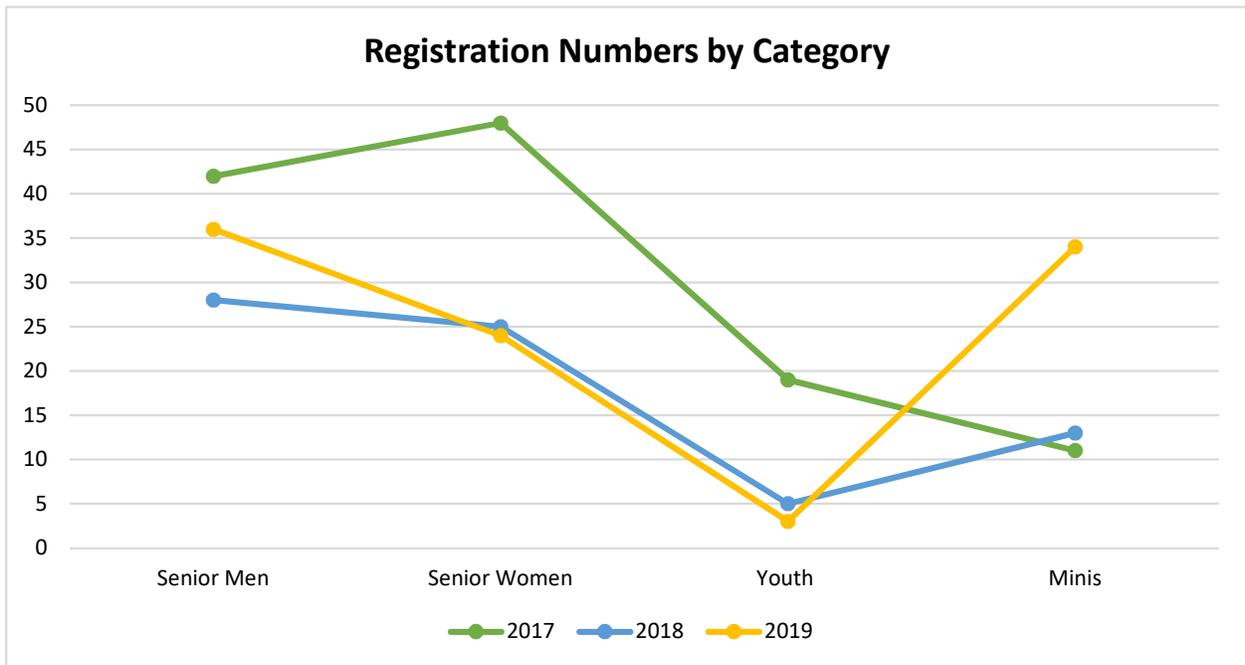
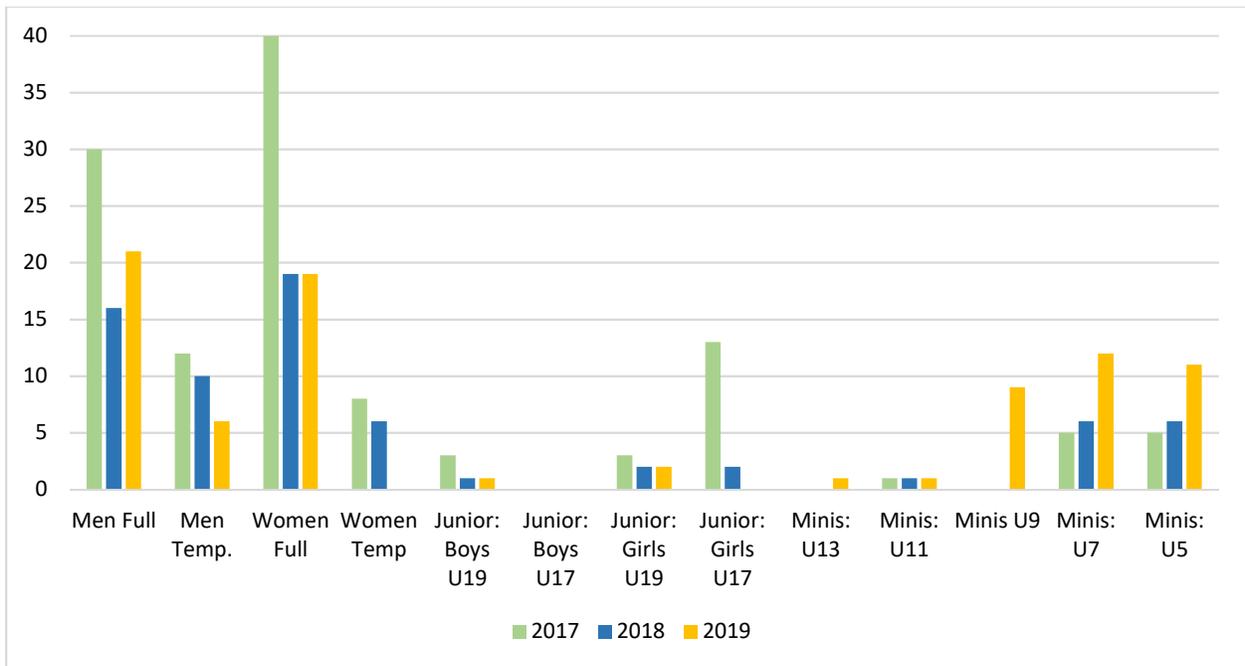
| Juniors | U19 |
|--------------------|------------|
| Men | 1 |
| Women | 2 |
| Total for Category | 3 |

| | |
|--------------------------|----------|
| Social Membership | 7 |
|--------------------------|----------|

| | |
|-----------------|----------|
| Old Boys | 4 |
|-----------------|----------|

| | |
|----------------------|----------|
| Board Members | 7 |
|----------------------|----------|

Registration Statistics



Treasurer: Alexa Fleming

Budget 2019

The budget for 2019 was expected to have a deficit of ~\$4500. Currently, we are sitting with a surplus of ~\$16000 with approximately \$12000 of unreconciled cheques and expenses to come in the next few months. Our hot water tanks are in need of replacing and we have managed to purchase a new one as an unbudgeted expense at around \$5700, so it is looking like we will run a deficit this year because of this, but not nearly as large as what we expected.

We are ahead of the game in revenue in memberships, high school sevens, fundraisers, and bar sales. We are slightly behind on rentals this year due to a cancellation of a large rental but will still be close to the projected \$10000. This is the result of the hard work of many volunteers over the season, so thank you.

Accounts

The general operating account currently sits at \$46,000 going into the off season. There are some big expenses still to come out of the account this year, such as property insurance and banquet awards along with other miscellaneous expenses and outstanding cheques, as stated above. The reserve/capital account sits at \$35,000*.

*The club continues to hold money in both GIC's and mutual funds. We currently have \$38000 in GIC's of varying lengths and \$9000 in mutual funds.

Grants

The club applied for and received a City of Edmonton Operating Grant for \$5797. We are also applying for the ERU YDO grant and are expecting to get \$750.

Secretary – Michelle Maycock

This year I was responsible for record keeping, website updating, some social media posting assistance, updating of the TeamApp application as well as communicating board decisions to the general membership. I also tracked Board member meeting attendance and supported the clubhouse stock duties for non-bar goods – paper towel, toilet paper, soap, etc.

I was added to the website administration and learned to update and was responsible to do so in 2019. Thanks to Rhys for the website setup and easy of use.

I brought forth the idea to implement requests for user feedback on google from rentals, which Angela implemented and we saw our web presence and visits from google searches show a great improvement.

At the beginning of 2019, I sought feedback from the membership to start a Pirate newsletter or other communication method which might help for getting word out about events, volunteer opportunities, etc., as well as use of the TeamApp. There was little response, with most people liking Facebook, Instagram and the website as their main methods, so I focused on those.

Challenges in 2019 were mostly due to constantly changing and very late schedules coming from the union which made calendar upkeep difficult, and a personally difficult year.

I plan to remain in my position for my second year of my term. In 2020, I would like to continue my current tasks as well as working on compiling past years records into a database and additional website sections for more member and visitor information and including more social and season progress status updates to the website and social media accounts.

VP Senior Men's Rugby – Nick Rumbles

Started the season with a new coach, lots of fitness and a lot of new faces. Made it to the semi finals, lost but played well. Positive notes were we had a huge number of rookies, looking to build on that. Looking for coaching next year, 2 candidates so far. Interviews start soon.

VP Senior Women's Rugby – Amelia Towns

The pirate's women had one of their most successful seasons on the pitch in several years. We fielded one team in the Alberta Women's Premiership and finished second overall in the standings. Although this is only one place above last year, our record included losing to only one team all year. The final results of the season were the same as the past few years, with us being eliminated in the Northern Albert Final in a close 4-point game. Due to Alberta Rugby Decisions, we did not get the opportunity to compete for the provincial title.

Kady continued as her second year as head coach, with Joel stepping up to have a more active assistant coaching roll. Both had noticeable growth in their coaching skills this year, leading to greater player development, trust, and on-field results. They are not going to be continuing as a coaching team this year to ensure they can spend more time with the kids.

Our player numbers remained similar as last year, although we did have more rookies join Pirates than we did last year. As the ERU has seen an overall decline in Women's registration over the past few years, maintaining numbers is still pushing us a bit ahead.

I will not be standing for re-election this year. I am ready to offer guidance and assistance to whoever is elected as women's VP.

VP Junior's – Phoebe Woo Banson

This year we saw growth in our minis program, went from 18 players in 2018 to 30 players in 2019 season. Players came from word of mouth of families that are already part of the club or social media. Huge thanks to all the coaches and admins: Jarrett, Veronica, Jasmine, Kelsey, Boe, Sears, Spike and Alex for coming out.

We didn't have any U13-U19 registered teams. We had 2 U19 girls and we ended up playing with Druids. They had a lots of playing time and fun throughout their season.

I also went to Greisbach to do some flag coaching, March- May.

We hired Sears as our Youth Development Officer this year, May-June for the summer. She did drop ins in some schools ,ran two youth developments camps in June and helped with the juniors program.

Overall it was a good season.

VP Development – Kelsey Ewert

This year as VP development I completed the following:

- started Development on a long term development plan for the club with a whole club brainstorming session and position specific development plans.
- created templates to assist with planning for key annual events (Snow 7s, High School 7s, etc)
- assisted other board members with their platforms

I will not be running again. However, I will be available to assist whoever steps up if they choose to continue with the development of the long term plan.

Thanks,
Kelsey Ewert

VP Facilities – Vacant

VP Social – Aiden Cottrell

This year I have maintained what I think to be a satisfactory level of social activities with the Pirate's but due to personal issues I unfortunately was unable to complete everything to the best of my ability. Despite this, we had a relatively successful year thanks to the efforts of Kelsey Ewert, Kate Childs, Sabrina Hewitt, Nick Rumbles, and several others.

My first task during this term of VP social was to aide in the 2018 Banquet with Kylie Zazula (previous VP social). We hosted at the clubhouse and had Jasmine cater. It was a successful night despite the table cloths not arriving on time (they have now arrived thank goodness).

Next was to organize the Lucky snow seven's tournament at the land. This is an event that I fell short on. I recruited teams and collected funds for the tournament fees. I was also there to help set up the night before the event however, I was not there on the day of the tournament. Kelsey did a lot of the work for this tournament, but we received emails from teams who enjoyed the event thoroughly. If voted in for another term I would like to have more of a hand in running this.

During the off-season, I did some of the Instagram updates regarding our indoor practices and we had a huge turnout! I suggest that this year we try to run a team building event during the winter/spring when we have indoor as I think retention of new players may improve.

The next event was July 1st Canada Day celebration. Through donation we managed to get about 300\$ of fireworks which were fantastic. Food was bought from Costco and decorations were set up by Kate Childs and Sabrina Hewitt.

Beer Olympics was sort of split into two organizing teams this year. Kelsey did the games and alcohol and I organized the pig and food with Beersten. Unfortunately, the weather was terrible so a lot of the games were moved inside and altered to fit the situation. The pig was ordered from a different provider due to the usual guy being on vacation and there were a few complaints about less meat and more fat. So we will attempt to avoid the guys who did it this year and go back to our usual provider next year. Sides again were obtained from Costco and I bought about 200\$ worth to feed the old boys, men's team and guests, and women's team. All in all, the food went very well. As for games, Kelsey did a fantastic job organizing the brackets and making the best of the terrible weather.

Lastly, this year banquet was held at Brewster's in Oliver square. I decided that physical tickets were a waste of printing money and so I took E-transfers and made a list of guests. I personally think this was just as (if not more) efficient as having physical tickets. Social tickets were \$40 and regular tickets were \$50 to accommodate for the price of the meal. Brewster's had a buffet for us and I gave them a guest list of 50 even though only 42 tickets were sold officially (Bolivar had reserved 4 tickets but did not end up attending). I bought decorations for the space for about \$100 and was there about 2 hours early to set up. Bryce was MC and a bit of a show and it all ended up working out. The manager of Brewster's said that we were a pleasure and is willing to work with us again for Christmas events or any other nights out.

All-in-all it was a relatively successful term but again I apologize for my lack of presence during some of the events.

MAL – Jasmine Murphy

Became a member at large at the last AGM meeting to partake for the 2018 -2019 season, after attending the board meetings it has given me good insight to how a non-profit is run and how the decision are made by the board.

As the Volunteer coordinator as part of the member at large scope, I have also helped manage the mini's teams and organize the events going on throughout the season for volunteer shifts.

It has been a great opportunity and I would like to extend a big thank you to the Pirates Board Members

Warmest Regards

Jasmine Murphy

MAL- Rhys Jones

No report submitted

MAL – Sean Newcombe

No report submitted

Additions: Kady

- a) Cell Phone tower

- Kady motions that the club diverts the capital portion of the cell phone tower income for three years (\$22,500 over 3 years) in the interest of facility restoration; a proposal for planned spending will be submitted to the board and approved by the board before any funds are spent
 - Amelia seconds
 - Votes Yay: 20
 - Votes Nay: 0
 - Abstain: 3
 - Motion passes
- b) Review Bylaw
- Proposing that board directs review of bylaws bi-annually, to begin this year to be adopted at 2020 AGM (specifically looking at previous club members or external member who have left on bad terms)
 - Nick seconds
 - Votes Yay: 26
 - Votes Nay: 0
 - Abstain: 0
 - Motion passes

Financial Statements

(Separate, to be added)

2019-2020 ELECTIONS:

All positions are up for election except Vice President and Secretary

President:

- Aiden nominates Kate
 - Bryce seconds
 - Kate accepts the nomination
- Kate wins by acclamation

Vice President:

- Kate nominates Angela
 - Jasmine seconds
 - Angela accepts the nomination
- Angela wins by acclamation

Treasurer:

- Kate nominates Alexa
 - Andy seconds
 - Alexa accepts the nomination
- Alexa wins by acclamation

VP Women's:

- Kady nominates Karlee
 - Joel seconds
 - Karlee accepts the nomination
- Karlee wins by acclamation

VP Men's:

- Robert nominates Bryce
 - Angela seconds
 - Bryce accepts the nomination
- Bryce wins by acclamation

VP Junior's:

No nominations

Position is left vacant

VP Facility:

- Angela nominates Kahlan
- Kate seconds

- Andy nominates Joel
- Joel declines

Kahlan wins by acclamation

VP Social:

- Angela nominates Sabrina
 - Kate seconds
 - Sabrina accepts the nomination
- Sabrina wins by acclamation

VP Development:

- Angela nominates Kady
 - Aiden seconds
 - Kady declines

- Rhys nominates Nick
 - Gareth seconds
 - Nick declines

- Rhys nominates Troy
 - Gareth seconds
 - Troy declines

Position left vacant

Members at Large (there is room for 3 MALs):

- Gareth nominates Rhys
 - Alexa seconds
 - Rhys accepts the nominationFor: 17

- Aiden nominates Jasmine
 - Angela seconds
 - Jasmine accepts the nominationFor: 17

- Levi nominates Ish
 - Joey seconds
 - Ish accepts the nominationFor: 5

- Nick nominates Tom Poon
Andy seconds
 - Tom accepts the nominationFor: 8
Second For: 10

- Amelia nominates Kady

- Aiden seconds
Kady declines the nomination

- Andy nominates Bolivar Senior
 - Joey second
Bolivar Sr. the nomination
For: 8
Second for: 7
- MALs are Tom Poon, Rhys, and Jasmine

Vote to Adopt 2019 Financials:

- Angela motions to approve; second: Kate
- Vote - 19 for, 0 opposed, 3 abstain
- Motion passed

SIGNING AUTHORITY:

- Executive has signing authority (President, VP, Treasurer, Secretary)
- Signing authority does not change as all members of executive remain the same

Appendix A – 2018 AGM Meeting Minutes

ATTENDANCE:

Topher Feltham, Kirsten Leigh, Jasmine Murphy, Felix Gagné Therriault, Kelsey Ewert, Kady Martin, Michelle Maycock, Keith Darby, Nick Rumbles, Sean “Skippy” Newcombe, Curtis Vieville, Joey Mohamed, Levi Fournel, Kate Childs, Phoebe Woo Banson, Bryce Grozli, Aiden Cottrell, Rhys Jones, Steven Monteith, Joel Poshtar, Troy Wilson. Tom Poon, Alexa Fleming

Reports: (As per reports section given in 2018 AGM Minutes Plus Reports.pdf, Facebook)

Membership Vote – Motion to Amend Bylaws; Limiting MAL Positions to 3

Motion to amend the Bylaws as follows:

6.1.3 Composition of the Board

The Board will consist of:

- (a) The President, the Vice-President, the Treasurer and the Secretary; and
- (b) a minimum of five (5) and a maximum of twelve (12) other Directors, with no more than three (3) Directors at Large. The Board shall have the right to determine whether these Directors shall be elected to designated positions or elected as Directors-at-large or a combination of these two categories. As present, certain Directors hold designated positions described as follows:

- Men’s Director
- Junior’s Director
- Women’s Director
- Tournament and Social Director
- Facilities Director
- Club Captain

Votes Yay: 19

Votes Nay: 0

Abstain: 2

Motion passes

2018-2019 ELECTIONS:

All positions are up for election except President and Treasurer, as well as more opportunities for members at large (up to 3).

Vice President:

- Amelia Towns nominates Jasmine Murphy
 - Aiden seconds
 - Jasmine declines the nomination
- Alexa Fleming nominates Kate Childs
 - Felix seconds
 - Kate accepts
- Skippy nominates Steven Monteith
 - Bryce seconds
 - Steven declines
- Kate wins by acclamation

Secretary:

- Bryce nominates Michelle Maycock
 - Kate seconds
- Michelle wins by acclamation

VP Women's:

- Kate Childs nominates Amelia Towns
 - Joel seconds
- Amelia wins by acclamation

VP Men's:

- Steven Monteith nominates Skippy (Sean Newcombe)
 - Jasmine seconds
- Sean Newcomb nominates Nick Rumbles
 - Joey seconds
 - Nick declines
- Bryce nominates Steven
 - Bryce seconds
 - Steven declines
- Skippy wins by acclamation

VP Junior's:

- Kelsey nominates Phoebe Woo Banson
 - Kate seconds
- Phoebe wins by acclamation

VP Facility:

- Bryce nominates Troy Davies Wilson
 - Troy declines

- Troy nominates Felix Gagné Therriault
- Felix declines
- Position is left vacant

VP Social:

- Felix Gagné Therriault nominates Aiden Cottrell
 - Kate seconds
- Aiden wins by acclamation

VP Development:

- Michelle Maycock nominates Kelsey Ewert
 - Alexa seconds
- Kelsey wins by acclamation

Members at Large (there is room for 3 MALs):

- Amelia nominates Jasmine
 - Joey seconds
 - Skippy nominates Rhys
 - Aiden seconds
 - Bryce nominates Nick
 - Steven seconds
 - Kate nominates Steven
 - Steven declines
 - Steven nominates Curtis
 - Curtis declines
 - Rumbles nominates Topher
 - Topher declines
 - Bryce nominates Felix
 - Felix declines
- MALs are Jasmine, Rhys, and Nick by acclamation

SIGNING AUTHORITY:

- Executive has signing authority (President, VP, Treasurer, Secretary)
- Kady Martin motions changing signing authority to Angela Lieu, Kate Childs, Alexa Fleming and Michelle Maycock
- 15 for, 0 opposed, 6 abstain
- Motion passed