



2024 AGM

August 19th, 2024

Petawawa Civic Centre (upstairs)

6:00-8:00pm

Executive Present:

Madeline Mills, President

Cyndi Mills, Vice President

George Al Haddad, Head Coach (Technical Director)

Lynne Lemoine, Director at Large (Incoming President)

Bill Adams, Director at Large

Greg Duhamel, Director at Large

Maryanna Berrigan, Mini Soccer Convenor (U3-U8)

Amanda Adams, Club Administrator/Registrar

AGENDA

Role Call.....	2
President's Address.....	2
Minutes of previous AGM.....	2
Correspondence Received.....	2
Old Business.....	2
Treasurer's Report.....	3
Treasurer's Report Continued.....	4
Board of Directors Reports.....	4
Registrar.....	4
Age Directors.....	5
New Business/Updates.....	6
Amendments to the By-Laws.....	6
Open Forum.....	6
Election of Officers and Directors.....	9
Volunteers for executive positions:.....	9
Open Committee Positions:.....	10
Indoor 2024/2024.....	10
Appendix A.....	11

Role Call

See Appendix A

- Meeting began at 6:06pm
- First order of business: Voting for new club president.
 - Motion to nominate Lynne Lemoine for next PMSC President
 - Moved by: George Al Haddad
 - Seconded by: David Suffoletta
 - Vote is unanimous; no objections. Motion passes.

President's Address

- Maddie introduced the current executive present and went through the nights Agenda
- Club registrations continued to grow this year.
- It was a great year weatherwise for the outdoor season! No smoke/air quality related cancellations. A few practices/games called due to lightning. And a few floods on the fields.
- There were some issues with the Mini Soccer Pilot Program; the club is aware of these issues and has ideas on what to work on for next year's outdoor season.
- Maddie is leaving the club in capable hands next year and moving forward.

Minutes of previous AGM

The Previous minutes can be found on our website, under the Club Info Tab.

Motion to approve minutes of previous AGM.

Moved by: Frank Laramée

Seconded by: Bill Patterson

Vote is unanimous – no objections, minutes are approved.

Correspondence Received

- Athletico Day had to be cancelled this year due some email issues during the planning stages (Athletico did not receive our emails about the time we wanted, and thus we were left with a game later in the day and on a long weekend). We are already planning ahead to get a better time slot for next year.
- Challenger Camp: ran two sessions this year and have had positive feedback.

Old Business

- No remaining business from the 2023 AGM.

Treasurer’s Report

Account Overview as of August 19th, 2024.

Recreational Account: \$15,255.77

Competitive Account: \$82,292.72

*Accounts to be amalgamated

Treasurer’s Reports
2024 Finances (to date)

OUTGOING		INCOMING	
Administration	\$4,400.17	Carried Forward	\$42,977.52
Club Operations	\$73,077.15	Cash Float	\$830.32
Team Operations	\$9,496.01	Coach Courses	\$0.00
Membership and Team Fees	\$18,296.07	Registration + Uniforms	\$134,547.95
Executive Discretionary Fund	\$110.85		
	\$105,380.25		\$178,356.29
		BALANCE	
		Incoming	\$178,070.74
		Outgoing	\$105,380.25
			\$72,690.49

Treasurer’s Reports
2024 Finances (budgeted)

OUTGOING		INCOMING	
Administration	\$4,949.30	Carried Forward	\$34,000.00
Club Operations	\$78,000.00	Cash Float	\$124.50
Team Operations	\$17,201.20	Coach Courses	\$1,000.00
Membership and Team Fees	\$23,515.00	Registration + Uniforms	\$140,000.00
Executive Discretionary Fund	\$1,500.00		
	\$125,165.50		\$175,124.50
		PROJECTED BALANCE	
		Incoming	\$175,124.50
		Outgoing	\$125,165.50
			\$49,959.00

Treasurer’s Reports
2025 Budget

OUTGOING		INCOMING	
Administration	\$13,449.30	Carried Forward	\$50,000.00
Club Operations	\$102,000.00	Cash Float	\$200.00
Team Operations	\$10,110.00	Coach Courses	\$1,000.00
Membership and Team Fees	\$27,343.62	Registration + Uniforms	\$140,000.00
Executive Discretionary Fund	\$1,500.00		
	\$154,402.92		\$191,200.00
		PROJECTED BALANCE	
		Incoming	\$191,200.00
		Outgoing	\$154,402.92
			\$36,797.08

Motion to approve 2025 Budget

Moved by: Leanne Glazer-Suffoletta

Seconded by: Michelle Chapin

Vote is unanimous – no objections, budget is approved.

Treasurer's Report Continued

- Question from Member: What happens with the excess budget?
- Maddie: We are in the process of trying to build infrastructure for the club, so we have the leeway to hold more funds than normal, forward from year to year (usually Not for Profit can not hold more than \$25K from year to year). We have submitted infrastructure requests to the Town of Petawawa for a new clubhouse, building a dome, nets, etc. We are waiting on the town's Master Plan to be written.
- Regarding these large purchases (such as our clubhouse), we have other plans in our back pocket to explore: Tim Hortons partnership, town supporters
- Maddie: we are also looking at possibly changing our indoor soccer venue from Valour to DDH, which will increase the cost, we now have a paid administrator for the club, we are looking at possibly paying our outdoor youth coaches...all additional expenses moving forward.
- Cyndi: we also need new fields!

Board of Directors Reports

Registrar

Outdoor Recreational Soccer						
Division	2024	2023	2022	2021	2020	2019
U3	60	72	55	32	39	66
U4	81	65	72	40	48	100
U6	120	145	160	74	92	184
U8G	51	47	51	18	23	48
U8B	100	88	78	37	67	97
U10G	37	30	42	19	19	51
U10B	93	84	73	44	35	66
U12G	37	44	28	14	20	31
U12B	72	91	40	32	20	39
U14G	15	0	21	10	20	36
U14B	29	20	14	19	12	40
U16G	19	0	8	2	3	13
U16B	8	11	17	14	9	8
U18G	6	4	0	0	1	
U18B	0	16	2	0	0	
U19G	1	0	0	0	0	20
U19B	0	5	0	0	0	3
Total	708	730	661	356	408	802

Indoor Soccer						
Division	2023-2024	2022-2023	2021-2022	2020-2021	2019-2020	2018-2019
U7 - U8	26	14	N/A	N/A	37	22
U9 - U10	39	72	N/A	N/A	39	35
U10 - U12 Goalie Training	NA	NA	N/A	N/A	5	0
U11 - U12	50	N/A	N/A	N/A	N/A	N/A
U13+	78	14	N/A	N/A	47	41
U13+ Goalie Training	N/A	0	N/A	N/A	5	0
Total	193	100	N/A	N/A	123	98

Competitive Soccer	
Division	2024
U12B	16
U13B	26
U14B	17
U15B	15
U15G	20
U18G	16
Total	110

Competitive Soccer			
Division	2023	2022	2021
2006 Female	18	17	18
2009 Female	17	0	0
2009 Male	15	17	0
2010 Male	20	0	0
Total	70	34	18

- registrations remained pretty stable this year for the outdoor season. Down by only 23 players, which was intentional with the # of teams we had, the # of coaches we had, and ensuring that we were staying within league guidelines. Also had to do with the way that we organized our mini soccer program this year.
- Of the outdoor registrations (708 player), 103 also registered for intermediate
- this year we only opened 5 waitlist spots per age division to ensure that we could accommodate all players. As a club we strive to ensure as many kids can play as possible, but we do have to be conscious of our team sizes, coaches, etc. This year we only had to turn away a handful of

players...and I provided them links to look into playing for other local clubs. And let them know about our Challenger Soccer Camps.

- registrations went smoothly for the most part. Just encourage families to ensure all information is correct for their players before submitting registrations (ie. birth dates are correct). And reminded members that players should only have 1 SE profile per household. Not one for each parent. As this creates problems when it comes time to register players with an SEOS # / insurance. I am happy to assist families sort this out.
- The indoor season for 2023/2024 went really well. Up 93 players this past season! Hoping to continue developing this program.
- Competitive numbers were also up this year.

Age Directors

Mini Soccer (U3-U8) Director's Report:

- Maryanna Berrigan
- U6 and Under: it was the first year for the Mini Soccer Pilot Program. We had a head coach, and then quadrant coaches and youth coaches. Next year our focus will be on training and retaining these youth coaches. We had 240 kids on Saturday mornings!
- U8: This was the first year that we divided boys and girls. The boys were lacking coaches throughout the season. The girls did well for coaches. We will need additional coaches to help make next year's season run smoother.
- Member: his daughter would have loved to have volunteered as a youth coach for the mini soccer program this year, but was unable to due to competitive running training with Les Coureurs de Bois. Could we look at different timings than Saturday mornings, to help get more volunteers? Maddie: We are looking at reaching out to the running club to see if we can coordinate timings a bit better next season. Saturday mornings are really our only option for the mini soccer players (Sunday is church, Sunday afternoons are for comp/intermediate on the fields, Saturday later in the day tends to be hotter/stormier). We cannot change our entire program for mini soccer....with over 300 kids...for a smaller running club.
- George: We are looking to open our coaches registration/volunteers by January so that we have at least 8 weeks to prepare. Feedback is always welcome! Will make some technical adjustments for the littlest players (shorter games next season, youth coaches will stay with their specific groups) based on feedback they have heard from parents over this season. It would have been too tricky to make adjustments during this season. We really appreciate Tareq and the youth coaches for making it through the whole season!
- Tareq: It really does need to stay on Saturday mornings. If we go any later, storms start to happen which leads to more cancelled practices.
- George: will shorten the length of practices for the U3/4 and U6's next year as they could not keep up for the entire practice

Grassroots (U8-U12) Director's Report:

- Director was unable to attend, and did not send notes to be read.

Youth (U15-U18) Director's Report:

- Sarah Walker: was unable to attend, but left notes for Maddie to read
- This was her first year as the Youth Director/Convenor.
- Hunting for coaches was difficult (she felt like she was pressuring a lot of them)
- Happy she could get bench staff for every team...but wished that they had been there from the get go so that she could have worked on training them a bit more
- She is planning to start canvassing for youth coaches much earlier next season
- She would like to have a pre-season youth coaches session, much like the coach/manager training session the club held this year..but youth specific.
- Next year she will ensure medical/incident reports are handed in right away
- A lot of teams didn't show up for their field times. Something to work on for next year. It took a lot of effort to try and rebook field times.
- U15G Cup Day was successful. Next year needs more advertising. More signage for the canteen. Tents.
- She is working on a Youth Soccer Manual for next year.

Competitive/Intermediate:

- Member unable to attend and did not send notes to be read.

New Business/Updates

- No new business. Maddie did not receive any requests for decisions.

Amendments to the By-Laws

- Due to the Ontario Not-for-Profit Act, all corporations need to revamp their bylaws. Once that is done, we can apply to Ontario Soccer to be registered as a Quality Soccer Provider.
- By-laws have been updated and sent to all who registered for the AGM. These by-laws were created by using our governing bodies (EODSA, Ontario Soccer), and by consulting our previous constitution.
- Member: where can we find the bylaws? Maddie: they will be available online once accepted.
- Vote on their ramification:
 - Motion to accept the amended bylaws: Bill Patterson
 - Seconded by: Frank Laramée
 - Vote is unanimous; motion passed. New by-laws accepted.

Open Forum

- Member: asked about stations and if they will go better next year (for U10s). Maddie/George: stations are mandated by Ontario Soccer, so they aren't going anywhere.
- George: U8's will have stations one day with the mini soccer program model, and then a second session with their own coach (who can run it however they want within soccer guidelines).

- U8/U10 will have to attend the mini soccer sessions. This will allow the players to develop properly (passing, kicking, dribbling)...and then get higher levels of play. Our club really needs to develop a stronger/proper mini soccer and grassroots program. Develop stronger players earlier.
- Stations will all be technical skills.
- Member: right now it's an hour and a half practice, then an hour with a coach. Will this be split up next year? George: It will be separated next year. Technical session + coach run session.
- Member: so it will be potentially 3 sessions next year? George: correct. Mini soccer/technical session, coach run session, game.
- Member: there is flexibility with stations! They learned about this at the Coaches meeting ahead of the season. We should try to do less stations in the same amount of time next year. Still use the station approach though. Suggested more forums for feedback as coaches.
- U8/U10 did not have the same # of volunteers. Whereas the U3/4 and U6's had the youth coaches. Another problem with the U8 was transferring kids from one side of the field to the other for the stations. Kids could not go around without their parents. Not sure of a fix for this.
- George: We are working on improving things year over year. We NEED coaches and we need to train our coaches to be adaptable and skilled. As the parents coach, they learn year to year, and the programs get better and better. We have to learn to be flexible and go with the flow where the young kids are concerned. We cannot do exactly what is written down on paper...we have to be able to work and reassess day to day/practice to practice/team to team. It's ok to work within our guidelines, but tweak as needed.
- George: We should have feedback in July. He could not do so this year due to a family emergency. Also, he did not take over as Head Coach until May. It will just take a little more time.
- Member: really liked the Saturday session the club put together for a Coach session. Maybe have 2 next year, and make one mandatory for ALL coaches next year. It was mainly assistant coaches that attended this year. It was really helpful to learn about how fluid the club can be. Not everyone got a chance to see this.
- George: Next year's plan is to hold a weekend for the coaches (Saturday and Sunday). Also looking to run 3 goalkeeper sessions next year. Reiterated that it is ALL ABOUT THE VOLUNTEERS. He could not do it on his own this year due a family emergency. And had no backup.
- Maddie: The PMSC is doing the best that we can as a volunteer run club. We have a hard time saying no to players that want to play, but we can only do what we can with the coaches and volunteers that we get. We have created programs like the mini soccer program, but we need volunteers to do anything.
- George: if we subsidize youth coaches for their time (with money/pay), maybe we will get more out of them. We are asking them to give us their time (when they could be working a part time summer job for example). We had enough youth volunteers this year, but we really relied on the ones that we did have that showed up consistently. If any of these had not been committed/shown up, we would not have been able to run the program like we did.
- George: We are building a club. The most important thing is the kids! And the FUN! The best thing is when volunteers get high fives from the little players.
- Tareq: It is important to encourage and support the youth coaches for mini soccer! Give them praise, assist them, give them tips. Oftentimes this is their first time in a leadership position, and it takes time to build your confidence in such a role. Give them time to grow as leaders. Encouraged the club to build them up so that they keep coming back!

- Member: will there be a U11 competitive team next year in the EOSL? George: U13+ is competitive...everything under is recreational. Member was planning to be the coach for a U11 EOSL team next year? The first Developmental team at this level/scrapping the intermediate team. He will discuss with the Comp director.
- Member: will youth have the opportunity to participate in the goalkeeper training? Yes. U8 and above!
- Member: problem with Renfrew switching players on their roster this year. Another member also experienced this. Maddie is already following up.
- Member (assistant coach for the U18G): his daughter and her friends really enjoyed being youth coaches this season! They enjoyed being mentors, and being mentored at the same time. His daughter did the full 7 weeks. Had concerns at the very beginning of the season with how parents were treating the youth coaches. George addressed this and things got much better. He wished the program had started earlier. But he is glad his girls got a chance to be a part of it this year.
- Member: U18G. There were only 3 teams in the league this year at this age level. Which meant they had a LOT of practices, but the parents feedback was that there was a lack of games (only 6 throughout the season). Coach understands...its just tough with the teams in the VUSL. Hopefully we can get additional teams next year.
- Member: U18 females sort of fall off in the 15/16 age group. They struggled with the U15G side of things. It wasn't a super productive season training wise. A lot of the girls stopped showing up. Her fear is that this will continue at this age group.
- George: Next year he will encourage the sharing of fields for practices between teams. So that they can learn from each other. Practice together. Have scrimmages. Build the fun and the excitement for the rec teams. Encourage coaches to run their own things half of the time, and then the other half with the other team on the field.
- Member: need more head coach/club oversight for the U15G team next year. The girls need more actual "coaching" and more direction. Had some issues with the coach this year.
- Maddie: yes, the focus this year was more on the U10 and unders as we are trying to develop the skills earlier in our players. One of the biggest hurdles we had was losing our Head Coach due to a military posting. Maddie begged George to step in in May/June.
- George: next year we will have a technical committee. Bring well trained coaches/parents together to look at how the season is going and how training is going. He cannot be on all of the fields, all of the time. Try and use the amazing talent we already have...use seasoned coaches to help mentor newer coaches.
- George: most important is FUN and LEARNING and everybody. He loves feedback!
- Maddie: Volunteers RUN THE CLUB. We need volunteers.
- Member: felt like there were too many practices in a row for the U15 teams this year. Practices got rescheduled, and then ended up back to back some weeks. It was too much to schedule. George: it is one practice and one game per week for this age group. Will prioritize this next year. If players want more playing time, they need to go intermediate/comp.
- Member: scheduling issues this year. As a coach she was trying to coordinate with Kyle, with the EOSL, with parents, with the other teams...and going back and forth. It was really difficult. Suggested a way for all coaches to see the schedule/be on the same page. Even just a google doc or something.

- Maddie: this year we used the sportsengine scheduler system (our first time using this). SE is making improvements, so hopefully this will run smoother next year. Maddie will look into whether or not there is a read-only version of the SE schedule that coaches can look at when trying to reschedule practices/games.
- Member: last year there was a form that went out to parents asking for feedback. It may be nice to have something like this again. In a checklist format!
- Member: their boys played soccer in Petawawa for the first time this year and LOVED it (U10 and U12). They made a lot of new friends and had a great time.
- Member: daughter cried on last day because soccer was ending.
- Member: their team chat got deactivated on SE. Can they still use it for contact purposes? Maddie to reactivate.
- Cyndi: how did everyone like the team photo format this year?
 - Member: hated it this year. All of her kids hated it. Just didn't have the same "feel" that photos taken right on the fields used to have (though she did grant that it did not run smoothly in the past). Felt photos in the past were better as you got a feel for the team and the kids. Photos seemed more fun. Individual photos merged into one team photo do not capture the spirit of the team. No one understood how to get their photos.
 - Member: acknowledged that the photographer coming out to the field was a lot of work in the past
 - At least ¾ of the members at the AGM did not prefer photos this year
 - Member: their kids actually made it into the team photo this year due to the format. So they really liked it.
 - Mini soccer: don't do photos during their practices next year. It was really tough to coordinate with the station approach.
 - Member: did not like the cost of the photos. Maddie: photos will not be included in the cost of registration again. We have tried this in the past, and she still has photos in her basement that were never picked up. We have the cheapest registration fees in the VUSL.
 - Member: would like more communication next year.
 - Maddie/George: parents realllllllly need to take the time to read our website, all of the emails sent out, etc. in their entirety. There were numerous reminders about photo days. And detailed instructions on our website.

Election of Officers and Directors

Volunteers for executive positions:

- Secretary:
 - Motion to nominate Bethany Koster as Secretary: Lauren Murphy.
 - Seconded by: Stephanie Walsh
 - Vote is unanimous. No objections. Motion is passed.
- Treasurer:
 - Motion to nominate Leanne Glazer-Suffoletta as Treasurer: Mike McKenzie.
 - Seconded by: Steve Carrier.
 - Vote is unanimous. No objections. Motion is passed.
- Director at Large (1):

- Motion to nominate Bill Patterson for Director at Large: Leanne Glazer-Suffoletta.
- Seconded by: Michelle Chapin.
- Vote is unanimous. No objections. Motion is passed.

Open Committee Positions:

- Competitive/Intermediate Coordinator (Shadow): Kelly Shannon (tentatively)
- Operations (Shadow):
- Equipment Manager (Shadow): Steve Carrier

Indoor 2024/2024

- Registration opening: aiming for early September
- Registration is dependant on coaches (no more waitlists)
- Season will run Nov 3- Dec 15th. Break for the holidays. Jan 5-March 2.
- Sundays most likely. At DDH.
- No format yet as the Indoor planning committee is meeting on August 27th.
- Programs: U8 | U10 | U12 | U16 | U18

Any further business:

- 1) Tareq won the AGM raffle for a free registration for next year! He is to contact admin/registrar next season to redeem for 1 free registration for any program (comp/inter/rec)
- 2) Maddie: show of hands as to who showed up to the AGM just for the registration draw. No one. Everyone was planning to attend anyway :)

Motion to Adjourn 2024 AGM: George Al Haddad

Seconded: David Suffoletta

All in favour, motion carried. Meeting adjourned

Adjourned at: 8pm. *END of AGM*

Minutes taken by: Amanda Adams, Club Administrator

Appendix A

ROLL CALL: General Members

1. Madeline Mills
2. Katherine Barkley
3. Amanda Adams
4. Bill Adams
5. Maryanna Berrigan
6. Bill Patterson
7. Greg Duhamel
8. Kelly Shannon
9. Jon Buckle
10. Michelle Charest
11. Lauren Murphy
12. Christine Johnson
13. Roslynn Williamson
14. Othello Fugulin
15. Dan Taylor
16. Frank Laramee
17. Lynne Lemoine
18. Leanne Glazer-Suffoletta
19. David Suffoletta
20. Bethany Koster
21. Steve Carrier
22. Candy Chapados
23. George Al Haddad
24. Kathy Fowler
25. Tareq Lafi
26. Kyle McKey
27. Chelsie Walsh
28. Michelle Chapin
29. Mike McKenzie

