



## Waterloo Region Minor Football Association Annual General Meeting August 8, 2022

Attending: M. Price, R. Cantu, V. Porter, N. Andress, R. Siddell, K. MacDonald, T. Siddell, R. Handfield, S. McGregor, D. Connolly, C. MacDonald, T. Hardman, J. Alexander, A. Kelterborn, M. Sichewski, M. Ladouceur, L. Balzer, J. Maguire Pearson, K. Neil, K. Putzu, S. Maxwell, J. Ninaber, W. Ross, N. Nguyen, T. Pust, D. Fournier, P. Shuglo, A. Smith, C. Thomson, A. Andress, R. Garcia, M. Morgado, N. Armstrong, C. Langlois, M. Milovick

- 1) Call to order – 7:10 pm
- 2) Acceptance of Agenda – **T. Siddell K. Putzu – Carried**
- 3) Acceptance of Minutes from 2020 AGM – **M. Sichewski, P. Shuglo - Carried**
- 4 ) *President's Message – M. Price*
  - Thank you to all volunteers, coaches, managers, and parents
  - Note that the WRMF fiscal year for this AGM ran from December 1 2020 to November 30 2021
  - This was the first year we were in the Ontario Community Football league, this is the only Football Ontario sanctioned league
  - Due to COVID-19 we were unable to run our usual winter skills camp in winter 2021 due to restrictions at the time
  - We were able to partner with Collins Athletic Performance for a training program as restrictions were lifted. There were 40 participants registered in the program, run by Predator alumni Jesse Collins
  - **2021 year in review:**
  - We were unable to run spring tackle or flag seasons due to COVID-19 restrictions at the time.
  - We moved to a new lockup location in 2021
  - Finalized migration of all WRMF storage and email capabilities and started the migration to TeamLinkt from SportsEngine

- Applications were submitted and approved for multiple grants and subsidies, including the grants received from Football Ontario and JumpStart
- Practiced continued cost containment and strategies to replenish equipment
- WRMG is continuing to develop our relationship with community partners, including the University of Waterloo
- Implemented new payment system for debit/credit transactions
- Moved to the OFFL for 2021 fall season and the OSFL for 2022 spring season
  
- **2021 Fall Flag Season:**
- This was our second year offering a fall flag session and had over 170 registered players registered from the Tyke to Junior Varsity level. We were lucky to have Nathan Moore run the program again for 2021 with the assistance of Melissa Ladouceur. This was a successful season and we received excellent coverage by 519 Sports Online. There was a significant amount of interest in the program, but we had to limit registration due to COVID-19 restrictions and ended up with a wait list for some players. There is quite a bit of room for potential growth in the flag program. This is an excellent introduction to football for our younger players and can increase interest in other WRMF programs including tackle football. This program is also a great way to encourage long term athletic development by having non-contact options as we continue to implement LTAD. The 2021 season was sponsored by PenAd and registration is currently open for our third fall flag season.
  
- **Fall 2021 Tackle Season:**
- In 2021 we were officially able to return to fall tackle after COVID-19 restrictions were lifted. We had a total of 81 registrations across the U10, U12 and U14 teams
- This was a last minute start due to COVID-19 restrictions beginning to lift
- Largest U14 registration in recent history, great crossover growth from flag

Thank you to our amazing sponsors including:

- Team Milovick
- Conestoga Contracting Group
- Plextec
- JLL
- PenAd

## 5) *2021 Financial Report*

**Waterloo Region Minor Football Association**

**Balance Sheet**

As at November 30

Unaudited - See Review Engagement Report

|  | <b>2021</b>      | <b>2020</b>      |
|--|------------------|------------------|
| <b>ASSETS</b>                            |                  |                  |
| <b>Current</b>                           |                  |                  |
| Cash                                     | \$ 54,888        | \$ 31,903        |
| Prepaid expense                          | 1,401            | 1,401            |
|  | <b>\$ 56,289</b> | <b>\$ 33,304</b> |
| <b>LIABILITIES AND SURPLUS</b>           |                  |                  |
| <b>Current</b>                           |                  |                  |
| Accounts payable and accrued liabilities | \$ 4,993         | \$ 5,175         |
| Deferred revenue - <i>Note 4</i>         | -                | 11,517           |
|  | 4,993            | 16,692           |
| <b>Surplus</b>                           | 51,296           | 16,612           |
|  | <b>\$ 56,289</b> | <b>\$ 33,304</b> |

*See accompanying notes*

On behalf of the Association

\_\_\_\_\_ Director

\_\_\_\_\_ Director

**Waterloo Region Minor Football Association**

**Statement of Income and Surplus**

Year ended November 30

Unaudited - See Review Engagement Report

|   | <b>2021</b>     | <b>2020</b>     |
|---|-----------------|-----------------|
| <b>Revenue</b>  |                 |                 |
| Registrations and spiritwear                                      | \$ 94,140       | \$ 69,189       |
| Equipment sales   | 11,580          | 8,000           |
| Grants  | 18,607          | -               |
|   | <hr/> 124,327   | <hr/> 77,189    |
| <b>Expenses</b>   |                 |                 |
| Contract services   | 37,781          | 12,581          |
| Facilities and equipment  | 40,532          | 59,041          |
| Operations  | 7,059           | 6,575           |
| Miscellaneous   | 4,271           | 5,990           |
|   | <hr/> 89,643    | <hr/> 84,187    |
| <b>Surplus of revenues over expenses (expenses over revenues)</b> | 34,684          | (6,998)         |
| <b>Surplus - beginning of year</b>                                | <hr/> 16,612    | <hr/> 23,610    |
| <b>Surplus - end of year</b>                                      | <hr/> \$ 51,296 | <hr/> \$ 16,612 |

*See accompanying notes*

**Waterloo Region Minor Football Association****Schedule of Expenses**

Year ended November 30

Unaudited - See Review Engagement Report

|                                  | <b>2021</b>      | <b>2020</b>      |
|----------------------------------|------------------|------------------|
| <b>Contract Services</b>         |                  |                  |
| Accounting fees                  | \$ 4,916         | \$ 5,417         |
| Legal fees                       | 509              | -                |
| Officials                        | 5,679            | -                |
| Medical                          | 8,525            | 4,047            |
| Advertising                      | 2,938            | 857              |
| Subcontract                      | 15,214           | 2,260            |
|                                  | <b>\$ 37,781</b> | <b>\$ 12,581</b> |
| <b>Facilities and Equipment</b>  |                  |                  |
| Equipment rental and maintenance | \$ 243           | \$ 2,260         |
| Rent, parking and utilities      | 22,529           | 13,831           |
| Fields                           | 10,859           | 6,670            |
| Football equipment               | 6,901            | 36,280           |
|                                  | <b>\$ 40,532</b> | <b>\$ 59,041</b> |
| <b>Operations</b>                |                  |                  |
| Printing and copying             | \$ 262           | \$ -             |
| Supplies                         | 675              | -                |
| Telephone and communications     | 1,641            | 1,254            |
| Web services and hosting         | 1,695            | 2,393            |
| Bank charges and interest        | 2,786            | 2,928            |
|                                  | <b>\$ 7,059</b>  | <b>\$ 6,575</b>  |
| <b>Other</b>                     |                  |                  |
| Memberships                      | \$ 2,078         | \$ 2,855         |
| Other costs                      | 2,193            | 3,135            |
|                                  | <b>\$ 4,271</b>  | <b>\$ 5,990</b>  |

Waterloo Region Minor Football Association

Statement of Cash Flows

Year ended November 30

Unaudited - See Review Engagement Report

|   | 2021      | 2020       |
|---|-----------|------------|
| <b>Cash flows from operating activities</b>                       |           |            |
| <b>Surplus of revenues over expenses (expenses over revenues)</b> | \$ 34,684 | \$ (6,998) |
| Changes in non-cash working capital balances                      |           |            |
| Accounts receivable   | -         | 597        |
| Accounts payable and accrued liabilities                          | (182)     | (5,674)    |
| Unearned revenue  | (11,517)  | 5,646      |
|   | (11,699)  | 569        |
| <b>Net increase (decrease) in cash</b>                            | 22,985    | (6,429)    |
| <b>Cash - beginning of year</b>                                   | 31,903    | 38,332     |
| <b>Cash - end of year</b>   | \$ 54,888 | \$ 31,903  |

See accompanying notes

Motion to accept the financials as presented for fiscal 2021 – T. Siddell, R. Handfield – Carried

6) *Equipment Overview – T. Hardman*

– **New Lockup:** Our lease agreement with previous landlord terminated in October 2021, a subcommittee of M. Sichewski,, M. Price, T. Hardman and S. Hillier was appointed to find new location with the final location chosen based on price, location and size; We would like to offer a big thank you to all of the the volunteers who helped with the move

– **Equipment Buyback:** WRMF now offers an equipment buyback program valid for equipment purchased through the organization, limited to major items only (helmets and shoulder pads). The buy pack rate is based on a percentage of the original sale price, the purchase date and overall condition. This program was initiated because we will have to replace 120 helmets in 2023, most of our shoulder pads are 10+ years old and any player owned equipment helps our inventory requirements. This program will also help in keeping operating costs low by purchasing used equipment back from our membership. The benefits of the program include WRMF obtaining good condition used equipment, and members will feel more confident making equipment purchase.

- Due to the COVID-19 pandemic, all 250 WRMF helmets had to be reconditioned at significant costs, player owned equipment lessens the burden on WRMF and players get to choose helmet and pads they prefer

- **Lockup modernization:** We were able to digitize entire inventory and a new appointment system was launched making fittings more streamlined.

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7) *2021/2022 Strategic Plan – M. Price*

- Move to a new league for the spring (OSFL) and fall (OFFL) seasons
- Working on website revamp
- Continue to develop new sponsorship opportunities
- Continue to work with city and football partners
- Continue to grow and promote flag football
- Fundraising for continued equipment purchases
- Continue to monitor costs closely,
- Enhance program delivery including program and coaching development
- Continue to work closely with University of Waterloo

8) *Nomination of Auditor for 2022:*

*Motion to appoint Chad Wilson (Hemmerich, Flanagan, Kratz, McRae & Wilson LLP) to be the association's chartered accountant for 2022 – M. Ladouceur, M. Sichewski – Carried*

9) *Nomination of Legal Counsel for 2022:*

*Motion to appoint Sorbara Law as the association's legal counsel for 2022 – T. Hardman, M. Sichewski – Carried*

10) *Thank you to our 2021 Board of Directors*

11) *Nominations for the 2022 Board of Directors:*

Matthew Price

Mark Sichewski

Mario Morgado

Lauren Balzer

Vanessa Potomski

Melissa Ladoucer

Tymon Hardman

Shelley Hillier

Andrew Smith

Ron Garcia

Nick Andress

Jacqueline Ninaber

Dan Fournier

*12) Q&A*

- Q - T.Siddell: Have we investigated the possibility of partnering with the University of Waterloo Kinesiology department to source trainers to reduce costs? A: This is something WRMF is reviewing and working on (M. Price)

*13) New business*

*14) Adjournment – D. Fournier, M. Ladouceur – Carried 8:11*