



ANNUAL GENERAL MEETING 2023
Saturday 28 January, 2024 – Hybrid (Zoom and in person)

MINUTES FROM 2023 AGM

Meeting started at 10am

1. Welcome

John welcomed and thanked all players, parents, coaches and Executive Committee members for attending the 2023 Annual General Meeting (AGM)

2. Confirmation of Quorum for AGM - Kelsey

Kelsey confirmed quorum for the AGM (28 participants in total, see Appendix A - Members Attendance at the AGM 2023

- John explaining voting (three votes for players, member of executive and coaches, two votes for associate members, and one vote for honorary members)

3. Approval of Minutes from previous AGM

John asked members if there were any amendments or questions regarding the 2022 AGM Minutes - there were no comments.

Motion to approve the AGM 2022 Minutes - First by: Greg Hedgcoe and Seconded by: Connor Manion
Vote: All in favour.

John was on mute for a little bit.

4. Presentation of Executive Board Reports 2023

A. VP Programs 2023 Report - Connor Manion

- Some highlight from teams to report: u14 girls were named RO junior female club of the year, u16 girl made it to RO Cup after an impressive recruitment drive in the spring, and u18 boys went to New Zealand for a 7s tour
- minor decimated by poor air quality. Looking for secondary options for next year and not to just cancel if it happens again
- EORU: massive growth in competition, especially u16s.
- There was a change in RO play down policy and we had to make adjustments this apst year
 - New policy is no more than 4 years for play up and down
- old boys had a good, year lots of games. World Cup interfered
- senior women looking to rebuild
- Introduce a junior coordinator
- Looking to get field allocations done asap
- club wide game schedule for the entire club is something we are looking at

- reevaluate the club overlap and with school rugby
- be more careful for play up forms
- comment that kept coming up was a lot of travelling for feedback
- Great feedback on the coaches
- Club events went well, looking to improve and get more events based on the survey

B. VP Operations Report - Jeremy

- Not much to report from operations. 2 years in a row there hasn't been a red card which is good and means we are respecting the referees and other teams
- Barb Gillie discussed that there is a review of the match official program and they are tracking instance of match official abuse.
- Nick Park: we should highlight the amount of people within the club who has stepped up to be a referee
- We need to support the referees
- u14s only had one ref in Ottawa that wasn't a direct coach
- Introduction of Adele as our new VP of Registration

C. VP Finance - Mark

- Going to touch on main themes
 - Merchandise
 - Run events
 - Play club rugby
- We came ahead \$1000
 - through donations from Elgin Street Sports
- Club registrations - down about \$4000 (down 10 people)
- Mark is going over the financial spreadsheet that has been sent to everyone
- If have any questions please email Mark
- end of the day we came ahead \$7000 however that was lower than last year
- Special Events
 - Mark went over the events and spending on each
 - ended up losing up \$3600
 - we may need to consider what we are doing with the events. We do not have a core mandate. Is it the best use of our time and resources? Big picture question
- Merchandise Sales
 - Keeping the lights on
 - Showing a big picture of stats and is happy to answer any question
- OFJR lost about \$6000

Question/Discussion:

Sponsorship money? Where is that on the sheets?

- Mark went over it. The money is recognized as the asset is used.

- deferred contribution because it is a liability to us. Sits as a liability of the finance sheet.
- was there an increase in sponsorships? No there was not, decrease. We have not had a dedicated volunteer to cover the role
- Are sponsorships for the club or single teams? Both however Mark is only focused on the club level. Team sponsors aren't within his scope
- Trevor: Important conversation to have in the off season is using volunteers to do things that really benefit the club.
 - John: Planning a Team Info session

Junior banquet Loss question:

- Loss came from trophies
- Cost driver for the plaques is the banquet

CAN AM Training, what is it?

- At the end of COVID RO gave all clubs \$11,000 for a COVID relief fund
- The cost came from the training. It was weight training for the seniors in the spring. had asked the senior to do drop in fees
- The fees were recognized as received in 2022. Event occurred and costs occurred in 2023
- We are not continuing the CAN AM

Summer Camp

- had to pull the plug as not enough registration
- we didn't have money for marketing or volunteers and did not have the capital to invest until too late
- We started the camp too late

Merchandise Questions/discussion:

- Questions on specific sales and merchandise. Club day was covered as a whole which is why there isn't specific beer sales.
- We have moved to O'Neil's for the club store
- Square has inventory control and we have started to use it. Mark was referring to poor inventory control for old merchandise that was not accounted for.
- Barb: We need to make it easy for everyone to know what inventory we have and easily accessible for people to buy/pickup
- Discussion on how old boys can get hoodies with O'Neil's
- discussion on needing a volunteer to be able to go to practices and sell the merchandise we have
- Donkey: where does this portfolio sit?
 - John explained a volunteer is needed and explained why the past volunteer stepped down.

Question: Where does the Royal Oak Money show

Mark answered - it is in the sponsorships page

Mark said if you have any questions or want more in depth information on line by line for financials please email him.

Question: Do we have a CRA number?

Answer: Yes

D. VP Planning - Ian carter

- Lining cost have gone up 40% over the last 2 years
- Project we had to get additional revenue didn't work out great
- Rampant 7s - Toronto booked another tournament so there was 3 tournaments that weekend and made ours not a great option for Toronto teams
- bandwidth wasn't there for a lot of events and things
- \$100 per practice is really tough for seniors teams
- city is not interested in over funding. We pay what we pay. Rowans is a Class A field.

E. President - John

- Lemm stepping up for sponsorships
- 4 years without a red card
- coaches are doing the best to make sure all the players are getting meaningful planning time without doing too much travelling. We want meaningful competition
- John thanked all the volunteers for their work
- PAC4 showed up in July, made John feel proud to see 500 Scottish in the stands.
 - 3200 kickback from Rugby Canada for selling the seats
- All touring events minus one were great. The bad one was handled at the highest level
- Our u18 boys played the New Zealand u18 National team. Must've been an amazing experience for the boys
 - the senior men and old boys had a great send off for the boys
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- Sons and daughters and legacy fund continue to help players
- Barb continues to represent the club on the RO boards of Directors. John thanked Barb for all she does.
- Beavers and Banshees are leaving Rugby Ontario
- Make sure if you go on a tour with another club that they have insurance
- discussed the idea of having a full time employee - would increase each registration by over \$100
- Our volunteers are great but we do not have enough and we are burning out
- We do not have the capacity to get everything done
- If no one steps up than the work of that volunteer position will not get filled
- John announced he will not run again for president and he is going into his last year in his third term

Motion to Approve Reports by John:

First: Nick Park

Second: Bianca Narine

All in favour? Yes

5. Election of Club Executive Board

1. Secretary

Kelsey do you wish to run again? Yes.

First supported by Mark and seconded by Donkey.

No one put their hand in two also run for secretary

2. VP Planning

Ian is not going to run in the position again. VP Planning remains vacant. Nick Park expressed how big a role this is and the huge consequences of losing a person in the role.

Glen offered to step back in the role. John offered to speak offline with Glen for it.

3. VP Operations

- Jeremy is finishing is two years of VP Operations and is moving on to the director of the old boys
- No one stepped up for VP Operations. Nick offered to help with the stuff that does not include events
- Leave it vacant for now.

- Sharron Priestman has stepped of for Director of coach development

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Connor shared the roles and responsibilities for VP Planning and VP Operations so everyone could see them

Johanna: VP position does not mean you are doing everything. The role is supposed to have directors to help with the load of work

6. Motions:

1. Motions to change section 4.2 of the constitution

- It is to change the years of voting for the exec because of having the AGM in January the years are off
 - Tamara voted Yes, Connor Manion seconded the vote, all in favour? Yes.

2. Motion to change Legacy Fund wording and numbers

- we want to make a working document for the year and make a rubric for each level
- First: Johanna, Second: Greg: All in favour? Yes

3. Proposed Governance Structure

- Larger Board of Directors created from members of each team
- decisions made on a club wide basis
- Discussion: Nick Park explains the consequences harsh
- Connor explain 2 to 4 meetings a year
- If someone can no longer continue the role than another member of the team can step up
- this board is to take the workload off the executive and help with decision making
- Change wording from "will" to "may" for forfeiting resources
- Glenn: worried people will walk away from the Scottish
- Trover: agree with the opportunity to reconnect the team with the club. We know people are burning out nut we need to be careful on how we promote things. This can be the glue that is needed. Trevor is willing to be part of the solution but it is hard when begging to understand and when things are last minute it is hard. Tone and approach are important
- This board sets what the club should be doing and our appetite for risk and then it is up to the exec to execute it
- Burnout is harsh for the volunteers now

- Johanna: A couple years ago the teams didn't need the volunteers they have now. There wasn't the travelling there is now
- Arjen: concern is we don't know where we want to be in 2, 5, or 10 years
- Greg: supports this motion with the changes of the wording. I would suggest the first order of business be the plans help govern everyone (Hard to hear zoom recording)
- We need every team represented. If we lose a team it is hard to get it back
- Glenn: suggest this go to an SGM
 - discussion: Not many people will show up to it
- John: we are going to put up the motion to see everyone's thoughts
- Connor explained all the changes on the word document to everyone
- John: We are trying to get people's voices heard and get a long term strategy for the club and get out of survival mode
- John discussed how a proxy vote works

Motion for it:

John counted the votes. In the room it was unanimous. Online was 6 yes and 2 no. Motion is approved and constitutional change was adopted.

7. Introduction of Honorary Members

This year's nominations were put forward and approved. They are Joe Price and Stu Robinson

8. Any other Club Business:

Curling bonspiel next week, please attend and the money goes back to the club

Motion to close meeting: All in favour

Appendix A - Members Attendance at the AGM 2023

Number of votes per member:

Players, Coaches, Executive Members (Board and Directors) - 3 votes; Associate Members - 2 votes; Honourary Lifetime Members - 1 vote

Players who have parents voting on their behalf are noted either as "Parent for - name of player" or under the parent's name, if the parent is a coach or Executive member.

No.	Name	Executive Position	Registered and Member-in-good standing
1	John Dingwall	Club President	Yes
2	Johanna Dingwall	VP Programs	Yes
3	Barb Gillie		Yes
4	Kelsey Welsh	Secretary	Yes
5	Mark Nowostawski	VP Finance	Yes
6	Gary Thomas		Yes
7	Tea Lalatovic		Yes
8	Connor Manion		Yes
9	Ross Annett		Yes
10	Greg Hedgecoe		Yes
11	Mike Griffin		Yes
12	Valerie Marceau		Yes
13	Trevor Grills		Yes
14	Tamara Butera		Yes
15	Jeremy Rabinovitch	VP Operations	Yes
16	Ian Carter	VP Planning	Yes
17	Brody		Yes
18	Glenn Jung		Yes
19	Arjan Brem		Yes
20	Royce Fu		Yes
21	Ben Durk		Yes
22	Zack Mayo		Yes
23	Nick Park		Yes
24	Bianca Nairne		Yes
25	JD Dyer		Yes
26	Lemme White		Yes
27	Danika Carmichael		Yes
28	Andre Theunissen		Yes