



**ANNUAL GENERAL MEETING 2022
Sunday 15 January, 2023 – Virtual via Zoom**

MINUTES FROM 2022 AGM

Meeting started at 10am

1. Welcome

John welcomed and thanked all players, parents, coaches and Executive Committee members for attending the 2022 Annual General Meeting (AGM)

2. Confirmation of Quorum for AGM - Barb

Mark confirmed quorum for the AGM (28 participants in total, see Appendix B - Members Attendance at the AGM 2022

- 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 Agenda

John asked for approval of Agenda as written

Motion to approve the Agenda - First by: Barb Gillie and Seconded by: Jeremy Rabinovitch.

Vote: All in favour.

4. Approval of Minutes from previous AGM

John asked members if there were any amendments or questions regarding the 2020 AGM Minutes - there were no comments.

- Barb noted things on page 3 of the minutes that are red and can be changed to black

Motion to approve the AGM 2022 Minutes - First by: Jeremy Rabinovitch and Seconded by: Kelsey Welsh

Vote: All in favour.

5. Presentation of Executive Board Reports 2022

A. VP Operations 2022 Report - Jeremy Rabinovitch

Not too much to report. Got surveys back from players and coaches and the coaching staff was extremely liked this year and made great gains in that department. Struggling to get referees, we were able to sign two up this year. That will be on Jeremy and Kevin Wirvin for that. Referees cannot be yelled at/abused for their decisions, they're doing the best they can. There are no red cards for the second year in a row.

John adding notes about EORU president's meeting:

It was reported by the referee society that of the 15 referees they recruited, 13 are walking away due to abuse from the sideline. Need to establish a monetary fine system for abuse to referees and there will be an investigation and fine to the club. We cannot allow this to continue and this is one of the ways to stop it.

Question: Is there a target for the amount of referees you need?

Response: No hard target. Need to sit with Kevin Wirvin to discuss. But like John said if 13 of 15 are leaving, we are struggling and it is hard to get our games staffed. In the past we have paid for two juniors to take the referee course and to give back they referee our minors tournaments. There was talk about funding more if we can afford it and the person gives back by refereeing a game or two.

Additional response from member: Create a team of referees and invite them to a club session and refer to them a team. Invite them to club events and not isolate them. Get a team of referees and have 2 of them referee together and create a community of them.

Additional response from member: Referee has become a career program and they wonder if there are programs where a salary is provided for a summer student to take a referee and provide us with a referee. Paid position where we top up the salary covered and potentially for a team of referees.

Question: Would this be covered under Canada Summer Jobs? (referring to referees)

Response: Referee jobs are not club jobs to give away, they come from referee society. You can't hire referees exclusively for your club but you can support them. Idea of three refereeing a game is good but employment the club cannot do.

Question: It is perceived rugby culture is fading away in general (not just our club) but regionally and beyond. What can we do?

Response: Completely agree, we need to be leaders and police ourselves.

Response: Self-policing is very effective, seen done with senior men, old boys and u12s. We need to be an example setter.

B. VP Planning Report - Ian Carter

2022 interesting with the return to play. Fields were a bit of a mess with historical allocation and versus new numbers. This club has historically overbooked clubs for adults but that doesn't reflect the club we are now with the size of our juniors, but Ian thinks it was resolved well and a significant improvement in our portfolio. Major strides with equipment and would like to make that ongoing, get what we need to be the best developmental club in the country. Input from the coaches is enormously valued. Venues are going to be an ongoing bottleneck and fighting with soccer to secure what we need for growth. Domes we got lucky and am pretty pleased with what we are looking at for 2023, dome time at Algonquin and Ben Franklin.

With the leadership of Trevor Grills we launched a u14 fall 7s competition with the objective of providing more local playing time on a regular schedule. The U14 schedule was brutal with the travel and we need to improve that.

It was also aimed at improving the referee situation, we had referees at all sessions except one. Regular engagement will help solve the referee problem.

We developed Ottawa Junior Flag rugby with the leadership of Aaron McDonald and Paul Shibata. Over 120 athletes 11 and over playing every Saturday evening not in a club format. Ian expects to grow in 2023. Recycling profits to fund a referee course for any EORU candidates.

We launched an annual golf tournament which was a modest success.

A major initiative we are launching is a 6 week rugby camp ages 5-12. Counselor positions to be announced this week. We began developing youth coaches with a rookie rugby course in December. Hoping to develop another revenue stream for the club and help with recruitment. Objective is to have more coaches than any other club by 2025. By 2024 plan more advanced content streams. Ideas around a leadership camp. Would like to partner with Jax to provide a week for kids with different abilities and parents would value it.

Another major priority is recruiting girls. We need to secure resources to make it happen. Success at the top level is not matched by the grassroots level.

Seeing success at the Ottawa junior flag, I would like to make something for the younger kids as well. Would like to develop other fundraising initiatives to significantly increase merchandise revenue. In 2023 is to begin an effort to build a dome under the Barrhaven Scottish and have been in conversations.

Comment: Concerns with making another junior program and overloading. There are a lot of ways to keep kids involved and work on enhancing what we have.

Response: There isn't a lot in January February and maybe encourage them to also play other sports

Comment: Seniors programs are floundering. Would like to see a priority set on seniors and how we can support and grow our senior programs because we're struggling. If we can support juniors to play in the game, they need somewhere to go and we lose them for the rest of their rugby life.

Response:

Comment: We have an incredible resource with Jackie. Two ideas I had was to reach out to other organizations such as hockey and lacrosse. Another idea is to encourage u18 and u16 girls to help coach. If you see the girls do this it will help grow the game.

Another point by John: putting announcements out for camp coordinator and counselors to identify themselves.

C. Secretary Report - Mark

Registration began quickly in the spring with indoor training. We had about 70% registered by April 30th, particularly u14s. We were aided by u16 and u18s with discount codes. We had 20 members come and try rugby discount code. We had trial memberships in the spring. We had 29 of 43 trial members become full members. Dropped fees for those who played fall only for the juniors. We had some uptake for those who chose a payment plan. We only had 1-2 delinquent fees. John said he will reach out to delinquent members.

D. President's Report

Our membership continues to grow for another year, we had 395 registered members and 360 were players. We have a huge volunteer base and they're the backbone of our club.

New bunkers beside the field, each team gets a key.

Kristen continues to do wonders with merchandise sales. Brought two new sets and not the best experience with Kono so in the process of switching suppliers.

Highschools ran a successful 7s program this fall. Jeremy brought SRB to the next level.

Currently in discussions with senior men and helping with John McCrae.

Shooting to have registration open February 1st.

No EORU team competing in FRQ this year. Seniors will be participating in EORU. Potentially collaborating with FRQ for juniors.

Ian secured liability and participant insurance which open up different recruitments at a lower cost.

Ian would love to see adult touch rugby run by the club.

John saying to the leadership of women that if they have ideas to bring them forward, we will listen.

Comment: We would appreciate a meeting with senior leadership to sit down and discuss things and work together.

As president, I want to finish by saying my election term is up for this year. John went on to explain the realities of being president and the corporate knowledge you need.

E. VP Programs Report - Johanna Dingwall

Speaking about coaches' reports and how important they are.

Minors - good registration and more festivals than ever this year. Referee issue is big for minors as they get overlooked. Suggestion for the minor and juniors to have an August break that is planned in advance to help structure peoples summer. March to end of October is long for some groups.

Juniors - numbers good compared to other clubs in the city. The juniors participated in EORU and RO tournaments. U16 and u18 boys played against uk teams. A Lot of u16 and u18s participated in EORU programs. Big awards at with RO: coach of the year, player of the year, and program of the year. Noted concerns on player safety in 7s with playing too much.

Seniors - Rebuilding year and went reasonably well. Newly created EORU league for the teams to play in.

Old boys - same situation as seniors

Recruitment is really important. More high schools than ever will be running 15s programs. Continue to support referee development. Several requests from coaches to examine the play up policy. As all our programs grow there is a need for team managers. We need to look to Montreal and beyond to play games. It would be great if u16 and older helped with minors. A request by coaches is to have more club events, can be rugby or fun get togethers.

Question/Comment: Executive is doing a lot. An idea I have is to focus on what is already in existence and not new things. Also, I want to echo that rugby does not need to be year round. They can do other things in the winter. I want to encourage younger players to do other things. ALSO, maybe encourage players to be involved in rep rugby and high schools, we don't need a 12 month club. I'd also like to say that we need to lower team fees for players as it is really expensive.

Response: My leaving suggestion is the club back off from fall 7s as there is so much overlap and we need to give rep time to run their programs.

Comment: We need to make a bulletproof program where people want to stay and not have them get poached.

Comment: Issue with the women is that the u18s are graduating and they are going to play for other clubs which is catastrophic. We need to figure out a way for retention for the seniors.

Response: Senior women's issue is frustrating. Dues for the seniors is an issue, we will try to get the fees down from the \$525 and get them as low as we can. We will do what we can to help, one step is practicing with the u18 girls. Stay the course for a year or two and our juniors will bring us back. We are open to all points from the seniors.

Explanation of the senior men's coach situation: he got himself into an issue with a visa at the border and came to the decision to look for a new coach. It was not in the books to continue on. Nick has accepted the position as senior coach.

John explain Barb Gillie's new role as RO Director (2 year post)

Barb will be heading the grassroots committee. Looking at terms of reference and the work we will look at. We are working in coordination and collaboration with the high performance committee. Idea is there is a lot of cross-collaboration.

F. Finance Report - Paulina

We invested in accounting software which is really helpful. This is the first full year after COVID so we have good actuals to compare to our budget. Looking forward this will help us structure our fees/dues. Paulina then shared her screen with the finance report and went over the finances.

Question: Can the report show the amortization periods line by line? Referring to Capital assets.

Response: We can add a note but not on the line. The note will show the time periods.

Question: Beer expenses, Can you break down the sales by day?

Response: Hard to do that with cash. Been tracking it with e-transfers/square but on club day it was recorded with the club day revenues. Based on the nature of the way we received cash it is recorded this way.

Question: Where are the two delinquent players' money?

Response: Sitting in accounts receivable, if by next year we don't recover we'd right them off as bad debt.

Question: Old boy's jersey, what happened with the discrepancy?

Response: some were capitalized because used for the team, other purchased for themselves. Slight discrepancy could be rounding up.

John would like to thank Paulina for all her help with the club and cleaning up our finances. Also with help from Ian and Mark.

Motion to accept reports as given: Yes from everyone using a poll on Zoom.

6. Election of Club Executive Board

i. President

Nomination for John again by two people on zoom, everyone voted yes on the poll to elect John again.

ii. Vice President Programs

Johanna is stepping down to focus on coaching. John asked for nominations and Johanna nominated Connor Manion. Connor accepted. Jeremy seconded the vote and everyone voted yes. No other nominations.

iii. VP Finance

Mark has accepted moving to VP finance from secretary. John asked if there are any nominations. Jermey Rabinovitch nominated Mark and Barb Gillie seconded it. Everyone voted yes.

iv. Secretary

John asked for nominations, Jackie Titley nominated Kelsey Welsh. Jeremy Rabinovitch seconded and everyone voted yes.

7. Appointment of Executive Directors

We have directors for one year terms who have a more focused role. Johanna explained the director roles. Lots of ways you can help the club and volunteer.

Question: We need to get out to the membership to get a director of banquets.

Response: Good point, we can't be scrambling and need to get on that.

8. Motion to change club constitution

Motion to change fiscal year end date. The constitution says our year end is November 1st and Corporations Canada has it has October 31st. It is a matter of harmonizing to maintain continuity. Ian showed a word document with proposed changes
Jeremy Rabinovitch seconded. Everyone voted yes.

Motion to change AGM date: Change the date of the Annual General Meeting (AGM) to within the mid January and mid February time frame of the year following the close of the prior fiscal year. The purpose of this proposed amendment is to align the AGM date with the proposed new fiscal year end date in section 9.

Nick Park seconded and everyone voted yes.

9. Induction of Honourary Lifetime Members

Barb Gillie nominated Johanna Dingwall. In 2012, her family moved back from Nova Scotia. By 2014 her whole family was part of the Barrhaven Scottish. Johanna was a coach with the minors and took over as vp minors director. Johanna then moved to vp programs where she has been for the last 6 years. Her dedication to the club is beyond reproach. She was originally a player with the Ottawa Scottish in 1998.

The executive voted to bring her into the honorary lifetime list. John thanked her for everything she has done.

10. Any other Club Business

Question: Next year can we have an in person component to the meeting?

Response: Yes we will look into it as long we do not digress and stay on point.

Question: Is there a date for club day?

Response: June 24th and 25th

11. Close of Meeting

Motion to close the AGM - First by: Jeremy Rabinovitch and Seconded by: Mark Nowostawski

Vote: All in favour.

John thanked everyone once again for attending the AGM and confirmed the meeting closed at 12:30pm.

Appendix A – Executive Board Reports

2022 VP Programs Report to Executive

This is a summary of the points brought up by various programs through their 2022 reports. I hope all the executive has time to review the un-edited reports but this summarizes the big points & offers my opinion.

Seniors

- It seemed obvious at the AGM that the seniors are looking for more support from the executive. I'm not clear at this point, what support should look like.
- According to their reports, the seasons went as well as could be expected in the rebuilding atmosphere of 2022. Their registration numbers are not as robust as they had hoped and retention seems to be an issue.
- A meeting early in the season to make a plan & diffuse some tension is recommended.

Minors

- There was a fair bit of burnout chat for the minors season. Really should consider a later start and re-examine the fall season.
- They enjoyed the games in Montreal so we should work at continuing those relationships.
- We should put some of the agility stuff in the bunkers for easier access for them
- Minors need more coaches & should have team managers

Juniors

- There will be a lot of moving parts with this group for 2023 with a variety of needs. U14 will be likely looking for competition outside the city unless miracle numbers rebound with other clubs. U16 & U18 numbers will depend on our ability to recruit from high schools.
- Junior teams need team managers
- Status of coach for U18 is not confirmed, the idea of the U18 girls training with the Senior women has been floated - seems like a good plan - also helps free up a night at Rowan's if we pair up the U16 girls with the U14s

Canada Summer Jobs Rookie Rugby intern

- No excuse in 2023 not to use this person to the full extent of their mandate. There should be a full schedule of school clinics for them to run for May & June. Maybe use them to canvas high school games with info for our Juniors programs ?

Thoughts to leave you with

- I believe the club should re-examine its participation in Fall 7s. At the U16 & U18 levels especially, the athlete are spread too thin in the fall with Rep teams, club teams and high school teams
- We need to take coach, athlete & executive burn out seriously.
- Consider reducing the seniors fees by removing the Legacy Fund and/or Sons & Daughters fees for a few seasons - and make it clear that they cannot apply for funding through these programs

- Please share the results of the survey with coaches
- Consider a pre-season coaches social night
- The exec are wearing too many hats and have too many irons in the fire - please make an effort to find volunteers for mini-jobs. We are more likely to get a parent to help with one thing.
- Several groups asked for a club wide BBQ or event early in the season (not game associated so that everyone can mix), maybe some flag games or something fun

BSRFC SECRETARY REPORT 2022

The 2022 season finally had some sense of normalcy. My report will focus on registration.

Registration this year began in earnest with the spring indoor training, with 70% of members registering by April 30th, especially among U14 Boys and Girls. Registration continued fairly steadily after that (almost daily in May-June). Recruitment at the U16 and U18 Boys level, aided by discount codes, contributed to increases in August-September. Approximately 20 members used the Come and Try Rugby day discount codes.

Trial memberships for the spring indoor training were cumbersome to manage from a SportLomo perspective, as Rugby Ontario required the use of Events to separately manage trial members administratively. Application across teams was spotty, but difficulties eased as Covid tracking requirements lifted. Twenty-nine (29) of 43 trial members went on to register for full memberships.

Aside from the trial memberships, there was only one change to the (full) membership packages this year: a drop in the Club fees in September, to make registration more affordable and equitable for Minors and Juniors playing in the fall season only. This simplified registration, although SportLomo continued to create hiccups now and again with discount codes and team sheets or team sheet panels not working, the wrong fees being charged due to a SportLomo coding error, and issues related to transfers (especially those related to dual memberships) from other clubs.

There were minimal registrants requesting that fees be divided up into a payment plan and these have been almost entirely collected. There were only two players with delinquent club fees.

Regarding the Associate membership, minimal action to promote and recruit people to this membership was undertaken this season.

As a final note, I'd like to thank the current Executive Board for all their hard work and dedication to rugby and the Club. I'm very proud to be a part of building and guiding the growth of this Club and have really enjoyed being part of the Barrhaven Scottish both as a player and member of the Executive and look forward to many more years.

Mark Nowostawski

Secretary, Barrhaven Scottish RFC

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President's report

Discipline – No Red Cards for a 3rd straight year! Our current VP Operations must be responsible for that, keep up the good work.

In 2022, we continued to grow our membership and further set the bar having the highest membership registration in the EORU with 395 members, 360 of those were players. Our Minors and Juniors programs continued to be by far the strongest in the EORU. The other clubs, while still having some work to do, appear to be refocusing their efforts to rebuild their age grade programs. All of our coaches are cognizant of ensuring our players get the competition they deserve, while making all efforts to find a balance and not overstretching our players and parents in 2023.

I again come back to the reason for our success, which lies solely with our talented coaches and volunteers that consistently produce new and exciting programming for our players. We are very fortunate to have so many genuinely engaged volunteers. Again, the Club executive thanks you.

Our grant application for the Ontario Trillium Fund, in conjunction with financial commitments from Jan Harder, was successful as we finally realized the installation of two new concrete storage bunkers installed on the side of Rowan's, as well as a new Rhino Scrum machine.

We continue to search and apply for multiple grants relevant to not-for-profit sports organizations.

Our Director of Merchandise (Kristen) did a phenomenal job with the sales of second hand kit, which went to our Son's & Daughter's Fund. She also was very successful with sales of kit, club branded magnets and Gilbert rugby balls, which netted us significant funds. These sales will help to offset the majority of the proposed equipment purchases we need to make in the off-season.

We are potentially in the market for at least 2 new set of jerseys (U18 Boys and Girls), so we need to really need to beat the bushes for potential sponsors in the off-season to help offset the costs of those new sets. The Seniors had their first season in their Calabogie jerseys, however we are looking at switching suppliers due to the poor customer support from Konno.

Our Director of Recruiting position remains vacant and we would really hope to attract someone to this position and lead the charge for our recruiting efforts for 2022. The bulk of the work is in the spring, and then it runs itself.

There are a number of Executive, Director and Coordinator positions available to volunteer for. There are many ways we can all pitch in for small tasks and make this club even better, there are lots of small tasks. If no one steps up, then that particular task just won't get done, the current executive are stretched too thin.

We elected Barb to the RO Board and she is now in charge of RO Grassroots Committee. Ian was asked and accepted the responsibility of conducting a forensic dive into the EORU financials following the theft of funds by Wanda Malone. He subsequently was elected to the EORU Treasurer position.

As for myself, I have one more year in my second term as president, which I started after completing two years as VP Junior Boys. Next year, I will gladly step aside if someone else wants to take the position, however I firmly believe that anyone aspiring to take on the president's job, should have completed at least one term in another Executive position. That said, I wish to go on the record now, that my youngest

daughter is first year U16 in 2022, when she is done U18 then that will also be my last year on the executive.

The high schools ran a successful 7s season and appear to be set to have a resurgence in the spring 15s season. Many school are still in need of coaches. We are working on John McCrea and All Saints. If anyone is interested, please contact Executive Board for contacts at schools. It is important to get Club coaches in the high schools for development of players and recruitment to the Club.

Senior Women's and University issue RECAP – ongoing since June 2018. Our complaint to RO was heard in 2019, Jen Boyd and Mel Judges were both found to be in breach of RO policy and sanctioned. This issue is ultimately dead in the water, but I keep plugging Myles about our disappointment.

FRQ has stated they are only interested in Sr Womens team for Super League. Both the Sr Men and Women will be playing in EORU for 2023.

Appendix B - Members Attendance at the AGM 2022

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	Jason Armstrong		Yes
5	Mark Nowostawski	Secretary	Yes
6	Paulina Karwowski	VP Finance	Yes
7	Tea Lalatovic		Yes
8	Connor Manion		Yes
9	Ross Annett		Yes
10	Mike Junek		Yes
11	Kristen Junek		Yes
12	Emma Ordeman		Yes
13	Erick Ordeman		Yes
14	Kelsey Welsh		Yes
15	Jeremy Rabinovitch	VP Operations	Yes
16	Ian Carter	VP Planning	Yes
17	Jackie Titley		Yes
18	Megan Copeland Dinan		Yes
19	Arjan Brem		Yes
20	Royce Fu		Yes
21	Ben Durk		Yes
22	Susanna Beaudin		Yes
23	Nick Park		Yes
24	Connor Mullen		Yes
25	Scott D'sace		Yes
26	Trevor Grills		Yes
27	Zack Mayo		Yes
28	JD Dyer		Yes