

Castaways Monthly Meeting

Date: Monday, October 21st, 2024

Time: 6:30-7:00pm exec only, 7:00-8:00pm exec and team reps

Location: Clubhouse – 714 Discovery St

Attendance:

- Team reps:

Div 1 OG	Natalie, Merren
Div 1 YG	None
O30A	None
O30B	Sarah
O35W	Melanie
Div 2	Andrew
Div 4 Invicta	Tom
Div 5 Deportivo	None
O35M	None
O49M	Mark
Div 3 Calypso	Kasha

- Executive: Deanna, Briar, Bella, Emma, Koben, Beau, Cam, Julia M, Julia P, Taylor, Oscar, Aidan, Sydney

Non-attendance: YGs, O30A, Deportivo, O35M

Non-attendance last month: Div 5 Deportivo, Div 1 OG (practice), O30B (practice)

Executive:

1. Adopt last meeting minutes
 - Aidan and Julia P
2. Presidents Report
 - VISL reported recent incidents of inappropriate comments from spectators
 - o Could result in a fine
 - We missed the chuck a puck spot
 - Instead, we will sell tickets
 - o We can get 50 tickets to sell at a profit
 - o Can pick any game that's coming up
 - o Can make it into a club event
 - o Will do Royals game on the 28th of December – will try to book the clubhouse
 - o Aiming for 25 tickets sold per team
3. Vice-President Report

- Nothing to report
- 4. Treasurers Report
 - Lots of players haven't paid!
 - See attached treasurer's report
 - Aidan will send email to teams requesting proposals around what to do about players that will only play a few games in the season
 - o Julia said these players likely need to pay DSC fees which are \$120, then the per game fee is steep
 - Julia P to look into pushing AGM forward so we have more time for next season planning
 - Beau to assist Julia in tracking down remaining registration fees
 - Deanna to look into fees per player
 - Discussion about jersey deposits for teams that got their own jerseys through a sponsor
 - o Will likely need further discussion
 - Approve financial report
 - o Motion to approve from Aidan
 - o Taylor seconds
 - o Motion passes
- 5. Secretary Report
 - Nothing to report
- 6. Registrar Report
 - Will send reminder emails to collect missing payments for registration
- 7. Field Reports
 - Vic high lighting issues are ongoing
 - There will be a survey for the practice schedule in January
 - Koben wants to write down some basic position guidelines with help from previous people in the fields role
 - There is a new league policy where you have to pay \$20 if you make a change to a game within 1 month of the game time
 - Should be future discussion about who gets turf field priority – potentially with working group (whether it's sorted by division or just random)
 - All team reps should come up with needs for fields (turf/grass) and arguments behind it and send in an email to Deanna and Koben
 - Over 35s are currently responsible for putting lines on their field every week – need a solution to this
- 8. Events Report
 - End of season banquet
 - o Deanna suggests that we change tournament to island view mini golf
 - o Proposed schedule:
 - Island view mini golf in morning
 - Do lunch
 - Esquimalt pavilion for food/dancing/drinking in evening (500 person capacity). Significant others would be invited. Would go until midnight.
 - o Deanna to make survey about pavilion and mini golf/tournament

- Banquet will be end of April
- Oscar is looking at incentives for banquet – welcome shot, photo booth, etc.
- Will potentially have early bird tickets
- Dia de los muertos event on November 1st
 - Tickets on sale now
- Oscar is planning a goalie camp
 - To post on website/social media
 - Need a field
 - Thinking 9/10 of November
 - Want to get a big tent with castaways logos that can also be used at other events (turf burn etc)
 - TBD age range
 - 8-15?
 - Julia applied to grant to fund this (worth \$3k)

9. Equipment Report

- Briar is taking over as equipment director
- If you need equipment, email Briar (equipment@castawaysfc.org)
- Julia P to give Briar lists of people she gave corner flags to

10. Grants Report

- Received \$19,200 from grant
- See attached sheet to see allocation of funds
- Most of funds need to go through core delivery of our program
 - Core delivery: equipment and services directly related to us playing soccer
- Discussion to get game balls for everyone with ball fund allocation. There's not enough money to get many full sets of balls
- Discussion to get 30 jerseys per team so there's extra sizes. Some teams need a better range of sizes which more jerseys would provide
 - This would get us 8 sets of jerseys instead of 10 sets of jerseys
- Goalie jerseys recommended to come out of grant money
- Can get dry fit t-shirts as alternate jerseys (for interclub games)
- Julia wants to spend the grant money sooner than later
- Julia, Julia, and Taylor to look into jersey options and numbers to have prepared for the December catalog
- Deanna proposes to add Taylor as signing authority

11. Sponsorship Report

- Tom got us a sponsor
- Bella will be checking the email

12. Communications Report

- Reminder to send in MVP photos
- Send in any other photos or sponsorship stuff you want posted
- Sydney to reach out to Tom about new sponsorship to get posted on socials
- Will/has posted something about how to book the clubhouse

13. Website Report

- Bylaws have been updated

- Deanna to get Cam a 50th anniversary message to post on the website
 - Managed to get admin privileges to website
 - Has been looking at pulling scheduling from LIWSA/VISL and uploading to website
 - o You can subscribe your google calendar to your team's practice/game schedule from the website
 - Goal to make website trustworthy
 - Can contact Cam with anything you want to upload on website
 - Deanna to set up meeting with Cam
14. Merchandise Report
- Taylor has socks for everyone who's paid
 - If you said you're getting socks but haven't paid, please pay
 - Some teams want extra jerseys – difficult with custom jerseys
 - Merchandise store almost ready – Katie is getting a few final artwork pieces
 - Store will likely be open middle of November so that things will arrive by Christmas
15. Directors at Large Report
- Nothing to report

New business:

1. Reimbursing coaches for mandatory courses (about \$117 total)
 - Can be administrative cost for next years grant
 - Aidan proposes that the club covers the cost
 - Only applies to the div 3 and div 1 teams
 - Julia P motions to cover the cost for 1 training per team – approx. \$350
 - o Deanna seconds
 - o Motion passes
2. Free registration for coach's children – not discussed
3. Executive member insurance – not discussed
 - a. Julia P looking into it
4. Sponsorship document – not discussed
 - b. Leigh said Julia was going to edit
 - c. Amounts need to be confirmed if not already done
5. Keeper incentives – not discussed
6. Next season planning – not discussed
 - a. Need everyone's contact/login info
 - b. Create a timeline
 - c. Create a budget
7. Storage unit – not discussed
 - d. Where is our gear stored now?
8. Discuss kit – not discussed
 - e. Jersey inventory – previous action item for pike – has this been done?
 - f. Uniformity of kit
9. DSC updates – not discussed
 - g. DSC AGM oct 23rd 6:30 to 8:30

- i. Need at least 6 from soccer for quorum
- 10. End of season tournament and banquet
 - a. See events report
- 11. Fundraising this year
 - h. Royals chuck a puck – not doing this
 - i. Harbour cats – schedule not out yet
- 12. 50th anniversary
 - j. Post on website – Deanna will get Cam something to post
 - k. Special merch – there will be a 50th anniversary cotton tee in the shop
- 13. Any more Vic high lighting issues?
 - l. Koben is working on it
- 14. Team rep group chat

Tasks for next month:

- Beau to assist Julia P in tracking down remaining registration fees
- Aidan will send email to teams requesting proposals around what to do about players that will only play a few games in the season
- Julia P to look into pushing AGM forward so we have more time for next season planning
- Deanna to look into fees per player
- Emma to get Bella and Briar access to sponsorship and equipment emails
- Deanna to make survey about pavilion and mini golf/tournament
- Julia P to give Briar lists of people she gave corner flags to
- All team reps should come up with needs for fields (turf/grass) and arguments behind it and send in an email to Deanna and Koben
- Julia, Julia, and Taylor to look into jersey options and numbers to have prepared for the December catalog
- Sydney to reach out to Tom about new sponsorship to get posted on socials
- Deanna to get Cam a 50th anniversary message to post to the website
- Deanna to set up meeting with Cam

One Minute Reports – ran out of time

- Div 1W OG –
- Div 1W YGs –
- O30As –
- O30Bs –
- O35W –
- O49s –
- Div 2Ms –
- Div 4Ms Invicta –
- Div 5Ms Deportivo –
- O35M –
- Div 3W Calypso –

Meeting is adjourned.

Next meeting date: November 18th at 6-7:30 pm, in person

**Castaways FC
Treasurer's Report
October 19, 2024**

For the period ended September 30, 2024:

Financial Snapshot:

Bank Balance at month-end	\$63,940
Current (Oct 19) bank balance	\$47,999
Accounts payable balance Sep30	\$12k
- \$8.5k LIWSA fees	
- \$3.5k fields owing	
- No bill from PISE yet	
Cheques to be deposited	\$900
Accounts receivable balance Sep30	\$10.7k
Prepayments	\$0.7k
- \$0.7k PISE credit	

- We should not have accounts receivable. It's totally unacceptable that people haven't paid their dues, and next year we will have to be much more rigid thanks to the actions of these few people. This is becoming increasingly frustrating by the day.
- RBC is now closed (hooray!). \$3.75 owing to Julia for the last bank charge.
- Grant funds are in our account (also hooray!) and have obtained a copy of our application from the granting agency.
- Accounts payable listed above have been paid except \$500 that just came in from Oak Bay.
- I have received some information on jersey refunds and will be sending those when I get a chance.
- A number of men's players have paid overlimit fees to VISL, which I will reimburse as soon as possible. Also a few overpayments from late registrations that I will be truing up.

Cash – Need to update the cash flow estimate, but at first glance it looks like we will be tracking the way we should be. Spending should be reduced by implementation of new rules for pre-approval of expenses.

Revenue – The majority of our income has come in for the year, with the exception of club fundraising and additional registrations. Sponsorships are very welcome still!

Expenses

- League fees are now all paid, which is our second largest expense.
- Fields are expensed as incurred, except PISE that's paid in advance. Still waiting for the bill.

Projects now listed separately and excluded from the treasurer's report.

Financial statements enclosed separately.

**Julia Phillips, CPA
Castaways Treasurer**

Requested Budget	Estimated Cost	Actual Cost	Comments
Jersey's	\$9,600		est @ \$40ea x 24 per team x 10
Community Kick off	2500	2432.33	
Kick Off Swag	\$100	85.99	
Fields cost difference	3400		based off numbers from '22/'23
Flags	400	1125	flags for one team
Nets	200		net for two teams
Balls	1600		10 balls @ \$20 x 8 teams
Total	17,800		
Grant Amount	19,200		
Difference	1,400		Rec. to allocate to overhead

This grant stipulates that the funds are to be used to support and aid the core delivery of our program. Core delivery is equipment and services that are directly related to Castaways FC's ability to play soccer.

Other items/ideas that could be considered core delivery are:

- Training (coach certifications – LIWISA course, first aid)
- Webpage development
- Equipment (such as the newly required arm bands)
- Rent (clubhouse rent/storage)
- Administrative/overhead costs
- Honorariums
- Other possible items/events that support the community of the club and the delivery of our ability to play soccer
- Community focused events

If you have suggestions/recommendations for things that you and/or your team would like to see us apply for next spring please contact me at grants@castawaysfc.org