

The 2009 Executive has determined their focus for this year will be on the following directives:

- 1) Membership & Recruitment
- 2) Women's Outreach
- 3) Community Building
- 4) Volunteers & Leadership
- 5) TIPC



info@downtownsoccertoronto.org

<http://www.downtownsoccertoronto.org>

MEETING Minutes – March 9, 2009

Location: 7 Selby Street

Secretary: Tedd Konya

1. CALL TO ORDER by Jason Wilcox 7:01PM

2. MEETING ATTENDEES & REGRETS

Present:

Jason Wilcox – Commissioner
Hamal Docter – Treasurer
Tedd Konya – Secretary
Kephra Senett – Communications Officer / Vice-Commissioner
Kent Williams – Membership Coordinator
John Iorio – Events and Fundraising Coordinator
Tara Vinodrai – Women's Representative / League Ombudsperson

Regrets:

Clay Knight – League Operations Coordinator

3. AGENDA & MINUTES ACCEPTANCE

Agenda

- Kephra added "Communications protocol" to New Business

Minutes from Feb 23, 2009

- Motion – Tedd, Second – Jason, Passed 7-0

4. MEMBER REPORTS

4.1 Commissioner (Jason)

- TIPC
- Things are going well
- 2 positions still unfilled (Operations & Registration)

4.2 Communications Officer / Vice-Commissioner (Kephra)

- Things are looking good for the website
- Kephra is confident that it will work, but unsure it will be ready in time for the 1st registration
- She is not sure what to tell Lifang about the finance end of the website
 - Hamal explained to Kephra what he needed regarding linking the website to PayPal

- Registration

- Tara stated that we can't do online registration for new members because it conflicts with our ability to ensure gender equality
- Returning members that can't attend registration events can register via proxy
 - Kephra will get the form on the website so members can print at home and have it handed in by someone else
- If online registration works in time, a suggestion was made to only have available on days we are not in person accepting registration forms. This ensures the member numbering is consistent.

4.3 Membership Coordinator (Kent)

- Deferred to Old and New Business

4.4 Treasurer (Hamal)

- Housekeeping
 - CIBC transfers are complete as of March 4th
 - We now have the missing document in hand to open the BMO account
 - TIPC budget is currently in progress
 - Discussion followed about the budget
 - There is a general sponsorship line as BMO has not yet committed funds

4.5 Women's Representative / League Ombudsman (Tara)

- Will relay survey info next time

4.6 League Operations Coordinator (Clay)

- Report via email

Fields:

- Permit requests are still pending. As discussed previously, we will not see anything back from the City in terms of permit approvals until May.
- Insurance questions – I have requested on three separate occasions a copy of the insurance policy from the City. To date, I have not been contacted. This may be attributed to Monroe Johnson moving on from his role at the Permit office. I've traded messages with the new Permit coordinator, Nicole. I will continue to follow up until I get a copy of the policy. Dave Palumbo has volunteered his assistance in helping us to assess any additional insurance requirements we may have. I will meet with David once I receive the fax/email from the City.
- Indemnity waiver - I have forwarded the Indemnity waiver to David Palumbo for review, and will revert with any feedback he may have. To be clear, I have asked him to advise us if he sees (or doesn't see) anything in the Indemnity warranting additional attention. I do not expect free counsel from David, but guidance as to whether we need to perform additional diligence in any areas.
- Cherry Beach - There is continued interest in the Cherry Beach venue. I have done some additional research on this and have determined that the transit schedules have been very recently changed. The 172 line has been replaced by the 72 (Union to Pape) which will allow

players to make it down to Commissioners Street in a more timely fashion. I will re-approach the subject of costing and permitting this field with the City, at least for playoffs and will update the Executive once I have more information. This being said, there are some concerns I have with this venue that we should address as an Executive were we to consider permitting this field for a longer period of time:

- Environmental concerns just resolved last year – these fields were just opened in Sept 2008. They were closed all last summer due to extreme environmental contamination (hydrocarbons/PCB's) left there as a result of an oil processing facility previously occupying the adjacent space. There was a cleanup effort, and the City certified the site in September after a very long delay. Not sure how the membership would react if they knew the history of the fields.
- Facilities around Cherry Beach are somewhat scant. I'm not sure if this is conducive to people coming and staying for the day and being socially involved, or might this make the day more transactional (people come, play and leave). In any event, I'll do a more detailed survey of what's around for discussion.
- How to move equip back and forth – a car is required and someone to manage this process (no change from last year). Shane did this last year out the goodness of his heart, but we had some discussion around being able to leave equipment in very close proximity to Withrow, thus lessening the burden on Shane or someone else. Again, will follow up on this.
- Costing – I understand Cherry beach is up in the \$35-40/hr range. This increases our costs significantly. I will confirm with Nicole at the City.
- Field paint – spoke with Shane, he advised that he procured paint from the Home Depot on Gerard St. last year and they seemed amenable to cutting a deal for volume buys. I will get in contact with the store manager and follow up on this within the next couple of weeks.

Scheduling

- Skills - Scheduling for Skills clinics have been finalized and communicated with Strike Goal. We've settled on two sessions:
 - Saturday July 11, 2009 – 12-3pm – Jimmie Simpson Park (Beginner/Intermediate)
 - Saturday August 8, 2009 – 12 – 3pm – Jimmie Simpson Park (Intermediate/Advanced)
- Gear up - Scheduling for the annual SportChek gear up needs to be confirmed. I will work with Events to confirm a list of additional equipment requirements that might be helpful for the membership. We might also explore making our major buy for the season during this event to capitalize on additional discounts and to build goodwill for the event.
- Referees - I have contacted Ref. Harry and requested a meeting with him to confirm logistics and scheduling for this year. I have communicated our schedule with dates we will require referee support. I have also suggested we may require professional linesmen for the playoffs and will discuss this with him. I will also confirm method of payment for referees will be via mail as discussed with Hamal. I'm going to suggest that during the first two weeks of play, the refs cover linesperson duties with teams for 10 minutes prior to each game to ensure the entire membership is familiar with the requirements of the role.
 - I have spoken with Ref Harry DiCiacca:
 - He is in receipt of our schedule and will confirm the referees for the season. He mentioned we may have some new refs, and Lisa may not be reffing due to her eye surgery.
 - He also mentioned that he would like to explore a modest fee increase from \$50 to \$60 per game. This is apparently the standard fee and has been assessed to other

- leagues for a number of years, i.e. not a new fee increase for this year. We should discuss the impact on the budget. (roughly \$900 for the year)
- Harry would also like us to forward a copy of the DST rules to him. I will follow up on this.
 - Harry also expressed interest/availability for providing refs for TIPC. If memory serves we used IGLFA refs last year? Will confirm with Garry.
- Assessments – I have contacted the following individuals (the underlined have accepted) to volunteer as Assessors for the 2009 DST season assessments to be held:
 - Sunday, May 03, 2009 Assessments 1 (12pm -4pm) Jimmie Simpson
 - Sunday, May 10, 2009 Assessments 2 (12pm-4pm) Jimmie Simpson
 - Shane Butner (May 3 only), Avery Miller, Mark Dal Bianco, Jay Sterne, Jay Kinch, David Palumbo, Mike Walker and Paul Glean are confirmed as Assessors for skills clinics.
 - Four other league members have been approached to act as Assessors, but have not confirmed as of yet.
 - Set up and tear down - Once we have our teams confirmed, I will assemble a set up / tear down schedule and will communicate this to all captains. It will be the designated captain's responsibility to ensure members of their teams are present to assist with setup and tear down.
 - Linespersons – As an Executive we should revisit/discuss last year's decision to have lines persons volunteered from the team playing the game preceding the game they are to perform lines duties for. This did not work well last year, as I and a couple of others can attest to as we ended up doing lines for dozens of games. Not sure what the optimal solution is for this, but we should discuss options that might make the prospect of volunteering for this role more palatable to the membership.

Immediate To Do's:

- Start drafting a game schedule for 10 team league, based on our season schedule.
- The city has provided a Certificate of Insurance, as well as a summary of coverage. David Palumbo is reviewing. We may need to contact the Insurer, Aviva, directly, as the City does not appear to maintain good records of its insurance policies.
- Contact John (Events) to coordinate requirements around the SportChek gear up, and provide shopping list to SportChek as advised by Shane Butner based on his discussions with the outlet last year.
 - Shopping list submitted to John. John has indicated that he will be the front man for this, will support as required.
- Contact and coordinate with last year's assessors to understand process/ equipment requirements for the assessments weekend.
- Confirm procurement rules with Hamal, for items in the shopping list previously submitted (i.e. updates to first aid kits, field paint, etc). Hamal, can this be done through receipt based reimbursement?
- Continue to investigate playoff field options. Andrea Boylan (also responsible for Lamport) has been contacted and will revert to me with additional permitting details regarding the regular season, TIPC and Playoffs.
- Follow up with Steve Lloyd and the Executive about about draft process and event.

4.7 Events and Fundraising Coordinator (John)

- Carlsberg is confirmed to sponsor a team and will try to support in other ways
- Priape will sponsor our events with gift certificates and helping out with themed events
- Churchmouse & Firkin will sponsor with league discount cards.

- JK Sports wants to sponsor as well, John is still working on a way to make it possible
- John is adjusting the levels of sponsorship so we can get more sponsors
 - Discussion about what the sponsors should get for each level
- Tedd told John that 2 members approached him at the I Miss DST about wanting to help with creating a Pride float
 - John stated that he had spoken to them at the beginning of the event, but they were not receptive.
- Captains meeting date has been changed to Apr 16th at O'Grady's

4.8 Secretary (Tedd)

- No report

5. ONGOING/UNFINISHED BUSINESS

5.1 Registration Form

- Continued discussion on waiver
- The form is good to go to post on the website and for Lifang to use to create the online registration
 - Kent will print 200 forms for the registration events
 - Kephra will post the form to the website

6. NEW BUSINESS

6.1 Advertising

- The allotted amount in the budget is \$1000
- Kent presented a sample ad
 - Comments: We don't need returning registration dates on the ads and we need to clarify which events are Open and which event is for Women only
- A discussion occurred about where and how we should display the ads. Veteran executive members explained what has been done in the past.
- Kephra will send Kent the old ads that she has in her files

6.2 Registration Events

- First returning member registration is this Saturday from 1-4PM at Pegasus. Executive members are requested to be there by 12:30PM
 - Hamal stated that only cash or cheque will be accepted
- An explanation was given as to how the event will be run
- Laptops are needed to keep the spreadsheet
 - Tara and Kent will bring
- Other confirmed registration dates:
 - March 18th (Returning) @ Woody's 5-8PM
 - March 22nd (Returning) O'Grady's 1-4PM
 - April 4th (New Women) Slacks 4-7PM
 - April 14th (New Open) Pegasus 5-8PM
 - April 18th (New Open) Woody's 1-4PM

6.3 Communications Protocol

- Kephra would like to fix things that are falling through the cracks
- Kephra would like all executive members to copy her on all responses to info@ emails

7. ANNOUNCEMENT OF NEXT MEETING

Next Meeting: Sunday March 22, 2009, 4PM, O'Grady's

8. ADJOURNMENT

Time: 9:30PM