

Agenda  
Winsloe Charlottetown Royals FC  
2023 Annual General Meeting  
Wednesday, March 13, 2024  
7:00 PM - West Royalty Community Centre

1. Call to Order
2. Adoption of Agenda
3. Roll Call and verification of voting members
4. Minutes of previous Annual General Meeting
5. Business arising from the Minutes
6. President's Report
7. Manager of Operations Report
8. Registrar's Report
9. Treasurer's Report
10. Establishment of fees for the coming year
11. Reports of Directors
12. Approval of Budget
13. Amendments to the Bylaws
14. Election of Directors
15. New Business
16. Adjournment



# Meeting Minutes

## 2023 AGM – Winsloe Charlottetown Royals FC

<b>Date</b>	March 13, 2024
<b>Time</b>	7:01 pm to 7:56 pm
<b>Location</b>	West Royalty Community Centre
<b>Attendees</b>	<p>Board member: Peter Howatt,  Board member: Jennifer MacPherson,  Board member: Brodie McMurrer,  Board member: Meredith Cameron,  Board member: Noah Bitar,  Board member: Nathan Beck,  Board member: Charlotte Jenkins,  Board member: David Vos,  Board member: Leisa Nogler,  Board member: Kelly Reardon,  Board member: Krista Feehan,  Board member: Michelle Wyand.</p> <p>City of Charlottetown: Christopher Drummond.</p> <p>WCRFC Members: Jason MacLean, Jeremy Goeseels and Ryan Greene.</p>
<b>Apologies</b>	Board member: Albert Zakem
<b>Staff</b>	Manager of Operations: Diego Orozco.

## Agenda Details

#	Items	Board Member
<b>1.0</b>	<b>Welcome</b>	
	<p>1.1 Meeting called to order at 7:01PM.  1.2 Welcome to the AGM.</p>	President
<b>2.0</b>	<b>Approval of Agenda</b>	
	<p>2.1 Agenda was reviewed.</p> <p>Motion to approve the Agenda moved by Peter Howatt, seconded by Brodie MacMurrer. The motion was carried, and the agenda was approved.</p>	President

<b>3.0</b>	<b>Roll Call</b>	
	3.1 Twelve directors were present at the meeting - quorum confirmed. 3.2 Three WCRFC Members.	President
<b>4.0</b>	<b>Minutes of Previous Annual General Meeting</b>	
	4.1 The minutes of the previous meeting were circulated and reviewed via email, and no errors or omissions were found.  Motion to approve the Minutes moved by Nathan Beck, seconded by Kelly Reardon. The motion was carried, and the minutes were approved.	President
<b>5.0</b>	<b>Business Arising from Minutes</b>	
	5.1 There was no business arising from the minutes.	President
<b>6.0</b>	<b>President's Report</b>	
	6.1 President expressed gratitude to the Coaches, Mini Coaches, Staff, Directors, Members, Parents, and volunteers for their invaluable contributions to the success of the season. 6.2 Acknowledged the achievement in registration numbers and the impressive turnout of teams for the 2023 WCRFC Tournament. 6.3 Emphasized the importance of the Licensing Club Process as a primary objective, encouraging coaches to pursue necessary certifications and courses to enhance their skills and qualifications.  To obtain further details, please refer to the report included in the meeting package.  Motion to approve the President's Report moved by Peter Howatt, seconded by Kelly Reardon. The motion was carried, and the report was approved.	President
<b>7.0</b>	<b>Manager of Operations Report</b>	
	7.1 Manager of Operations reported on the successful execution of various club activities throughout the year, including the registration process, assessments, summer season, summer camps, fall camp, tournament, communications and marketing efforts, as well as the e-League during the off-season and U12 Indoor League during fall and winter. 7.2 Proudly emphasized that the club's comprehensive programming now positions it as a year-round Soccer Club. 7.3 Extended appreciation to summer students, Jacob Tweel and Sophie Freeman, for their outstanding contributions and assistance in facilitating the smooth operation of all summer programs. 7.4 Concluded by expressing gratitude to the board members, coaches, players, volunteers, referees, and parents whose collective efforts and support were integral to the club's success and continuous growth.  To obtain further details, please refer to the report included in the meeting package.  Motion to approve the Manager of Operations Report moved by Charlotte Jenkins, seconded by Noah Bitar. The motion was carried, and the report was approved.	Manager of Operations
<b>8.0</b>	<b>Registrar's Report</b>	
	8.1 A notable 8% increase in registration numbers annually since 2021, demonstrating steady growth. 8.2 Highlighted the positive expansion of Senior Men's teams from 8 to 10. 8.3 Identified challenges regarding senior registrations and fee collection by players, underscoring the need for streamlined processes. 8.4 Addressed challenges associated with reconciling KidSport and	Registrar

	<p>Jumpstart funding, along with ensuring prompt receipt of fees from out-of-district registrations.</p> <p>8.5 Recommended implementing an Early Bird Discount for the upcoming season to incentivize early registration.</p> <p>8.6 Proposed that Coaches, Assistant Coaches, and Managers should be registered on the RAMP System, with background checks and necessary certifications submitted as part of the registration process.</p> <p>To obtain further details, please refer to the report included in the meeting package.</p> <p>Motion to approve the Registrar's Report moved by Kelly Reardon, seconded by Brodie MacMurrer. The motion was carried, and the report was approved.</p>	
<b>9.0</b>	<b>Treasurer's Report</b>	
	<p>9.1 Club's strong financial position.</p> <p>9.2 Treasurer reported a robust financial performance for the club in 2023, marked by a significant 10% increase in registrations, resulting in total revenues of \$230,000.</p> <p>9.3 Projected an increase in wages to \$102,000, compared to \$82,000 in 2023, reflecting the club's commitment to investing in its personnel.</p> <p>9.4 Anticipated a 25% increase in referee fees due to PEISA youth referee fee adjustments across all age groups.</p> <p>9.5 Noticed a \$10 increase in Program Registration Fees, including an early bird discount, and a \$25 increase in tournament registration fees per team.</p> <p>9.6 Projected revenues of \$252,000 to cover expenses totaling \$252,000, maintaining a balanced financial outlook.</p> <p>9.7 Introduced a fee schedule for the 2024 year, incorporating a \$30 price increase with a \$20 early bird discount, aimed at sustaining financial stability and meeting operational needs.</p> <p>To obtain further details, please refer to the report included in the meeting package.</p> <p>Motion to approve the Treasurer's Report moved by Leisa Nogler, seconded by Jason MacLean. The motion was carried, and the report was approved.</p>	Treasurer
<b>10.0</b>	<b>Establishment of fees for coming year and Approval of Budget</b>	
	<p>10.1 The fees for the coming year (2024) were established, with a \$30 increase to all fees in every age group with a \$20 early Bird discount.</p> <p>10.2 Fee schedule is in the package.</p> <p>10.3 Budget 2024 is in the package.</p> <p>Motion to approve the Budget and Fee Schedule 2024 moved by Jennifer MacPherson, seconded by Charlotte Jenkins. The motion was carried, and the report was approved.</p>	Treasurer
<b>11.0</b>	<b>Reports of Directors</b>	Board of Directors
	<p><b>Mini Director's Report</b></p> <ul style="list-style-type: none"> <li>Mini Program Director highlighted the success of the Mini Program, attributing it to the efforts of Summer Students and Diego Orozco, who oversaw the activities.</li> <li>Managed a team of over 29 mini coaches during the summer, ensuring smooth operations and quality coaching for participants.</li> <li>Utilized fields at Spring Park and WCRFC Complex to facilitate</li> </ul>	

the Mini Program, providing convenient and accessible venues for activities.

- Structured sessions for different age groups, with U3 and U5 participants having one session per week, while U7 and U9 participants enjoyed two sessions per week.
- Introduce a game night at Rural fields for U9 participants, enhancing the program's variety and engagement for young players.

To obtain further details, please refer to the report included in the meeting package.

#### **Tournament Report**

- Tournament held from July 21 to 23, with Spring Park unavailable for the last two days due to field conditions.
- Noted the participation of 96 teams in the tournament, reflecting strong interest and engagement from the community.
- Directors expressed gratitude to sponsors including Toyota, Charlottetown City Police, Dominos, and Subway, whose support was instrumental in the success of the event.
- Recognized and appreciated the efforts of every volunteer who contributed their time and energy to ensure the smooth running of the tournament.
- Reported impressive sales at the Tournament Canteen, indicating positive feedback and support from attendees.

To obtain further details, please refer to the report included in the meeting package.

#### **Youth Director's Report**

- Youth Director reflected on a successful season overall, but acknowledged challenges faced in specific age groups.
- Noted difficulties in the U15 category for both girls and boys, where there were enough players for one team but insufficient for two teams, presenting a dilemma.
- Highlighted the struggle with attendance among U18 players, indicating a need for further engagement and support to improve participation rates.

To obtain further details, please refer to the report included in the meeting package.

#### **Technical Director's Report**

- Technical Director addressed the departure of a staff member following the completion of assessments in mid-May.
- Acknowledged Diego Orozco for providing invaluable on-field technical support during his available time.
- Noted the Mini Program's adherence to the PEI Soccer recommended model of stations for training sessions, ensuring a structured and effective approach.
- Reported on the U12 League's activities, featuring two teams for boys and girls, practicing once per week and playing once per

- week under the guidance of Coach Diego Orozco.
- Discussed ongoing efforts to enhance programming for the Mini Program, including the development of coaching plans by Diego Orozco aimed at providing guidance to coaches.
  - Highlighted plans to introduce technical development sessions for players outside of their regular practice sessions, demonstrating a commitment to player development and skill enhancement.

To obtain further details, please refer to the report included in the meeting package.

#### **Equipment Director's Report**

- Equipment Director noted the implementation of size 4 balls for U13 players, replacing size 5 light balls, as per the decision of the PEISA Soccer Development Committee.
- Highlighted a positive partnership with Tim Hortons, which has provided support for the U3 - U9 Programs.
- Identified a need for appliance upgrades in the canteen, recognizing the importance of maintaining quality facilities to meet the needs of participants and attendees.
- Reported ongoing efforts to enhance inventory management, including the development of a spreadsheet in collaboration with Diego Orozco, aimed at improving efficiency and organization in equipment tracking process.

To obtain further details, please refer to the report included in the meeting package.

#### **Senior Director's Report**

- Senior Director provided an overview of the strong performance of senior teams during the 2023 summer season, with all teams achieving success in their respective leagues.
- Highlighted ongoing concerns regarding registration and fee payment, emphasizing the need for improved processes and communication to address this area of challenge effectively.

To obtain further details, please refer to the report included in the meeting package.

#### **Fields Director's Report**

- Fields Director reported on maintenance efforts, noting inquiries made with the City to enhance the club's fields. However, there is no confirmation of the requested additional work being completed to date.
- Raised concerns regarding the presence of Privateers Football Club at the WCRFC Complex, potentially impacting field availability, conditions, and scheduling.
- Mentioned communication from the City regarding the usage of Simmons and Colonel Gray fields for the Rugby Atlantics tournament, indicating potential implications for field allocation, availability, and conditions during that period.

	<p>To obtain further details, please refer to the report included in the meeting package.</p> <p><b>Human Resources Director’s Report</b></p> <ul style="list-style-type: none"> <li>• HR Director extends gratitude to Diego Orozco for his exceptional contributions throughout the season, acknowledging his dedication and hard work.</li> <li>• Noted Diego Orozco's acceptance of another role within the club as Club Head Coach, expressing appreciation for his ongoing commitment to the organization.</li> <li>• Jennifer MacPherson completed her time as HR Director with WCRFC.</li> </ul> <p>To obtain further details, please refer to the report included in the meeting package.</p> <p><b>Awards Director’s Report</b></p> <ul style="list-style-type: none"> <li>• Expressed gratitude to the Visser family and Capital Honda for their generous support of the Scholarship Program.</li> <li>• Announced the recipients of the scholarship for the year: Alice Dorsey and Noah Killorn.</li> <li>• Acknowledged the commitment and achievements of both scholarship recipients.</li> </ul> <p>Motion to approve 2023 Reports of Directors moved by Peter Howatt, seconded by Kelly Reardon. The motion was carried, and the reports were approved.</p>	
12.0	<b>Amendments to the Bylaws</b>	
	No Amendments to the Bylaws.	President
13.0	<b>Election of Directors</b>	
	<p>13.1 Jennifer MacPherson has completed her time as HR Director with WCRFC.</p> <p>13.2 Charlotte Jenkins has resigned as Senior Director with WCRFC.</p> <p>13.3 Election of Directors was opened on the floor, as no nominations were received before hand nor were there any nominations presented during the meeting.</p> <p>13.4 Board of Directors:</p> <ol style="list-style-type: none"> <li>1. Peter Howatt</li> <li>2. Brodie McMurrer</li> <li>3. Meredith Cameron</li> <li>4. Noah Bitar</li> <li>5. Nathan Beck</li> <li>6. Albert Zakem</li> <li>7. Kelly Reardon</li> <li>8. Krista Feehan</li> <li>9. Michelle Wyand</li> <li>10. Leisa Nogler</li> <li>11. David Vos</li> </ol>	President

	Motion to accept the slate of candidates moved by Peter Howatt, seconded by Noah Bitar. The motion was carried, slate of candidates was approved.	
<b>14.0</b>	<b>New Business</b>	
	No new business.	President
<b>15.0</b>	<b>Adjournment</b>	
	Motion to adjourn at 7:56PM by David Vos, all in favour.	President



# REPORTS



WCRFC AGM 2023  
President's Report

*At Winsloe Charlottetown Royals FC, we believe we can have a positive impact on the community by providing a safe, respectful and inclusive soccer environment. Our soccer programs aim to support the personal and social development of our members as they strive to reach their highest potential as players, coaches, and volunteers.*

It has been my pleasure to serve as the President of the Winsloe Charlottetown Royals Soccer Football Club for 2023. As my first year as President wraps up, I cannot help but reflect on the amount of time and effort that goes into operating a club the size of WCRFC, the largest on the Island. Not only does it require a dedicated team of staff including the Manager of Operations, summer students and numerous mini coaches, but also takes a large number of volunteers and coaches that provide their time to ensure that the youth of Charlottetown/Winsloe receive amazing soccer programming. I would like to thank Diego Orozco, Jake Tweel and Sophie Freeman for keeping the club running during the summer and the Board of Directors for continuing to strive to make improvements in the framework that supports the operations. I encourage others to join us either on the field or around the Board table.

The 2023 soccer season saw continued growth in both the registration numbers. As the club catchment continues to see population growth, we anticipate the number of members to steadily increase. We also expect challenges as our field space is limited with growing number of sports vying for the same number of fields we have always had.

As we strive to ensure quality improvement of our programs, WCRFC will be undergoing the Canada Soccer National Youth Soccer Club licensing process in 2024 to achieve the first level of the licensing program: Quality Soccer Provider. The goal of the licensing program is to elevate the delivery of soccer programming in Canada through implementation of clearly defined standards and expectations. As a result, WCRFC will be adopting new policies including a player/member code of conduct to set out the expectations for acceptable conduct by our members. WCRFC is committed to creating a safe, respectful, and inclusive environment, as indicated in our Mission Statement.

With respect to programming, WCRFC held 3 summer camps in 2023 all with a great turn out, reintroduced the fall program in 2023 after a hiatus, and added additional nights to the U9 programming to meet the needs of this age group. This upcoming May, I am pleased to share that the club will provide a Try It event that invites new-to-Canada participants with the

opportunity to try soccer. The program aims to reduce barriers for new to Canada participants and promotes the ideals of Inclusion, Diversity, Equity and Accessibility (IDEA).

As we look forward to the 2024 season, we invite our membership to actively participate in our soccer community, whether as a coach, mini coach, Board member, as a ref, or as simple as helping at the BBQ on tournament weekend. As the expression goes, “it takes a village”, this especially rings true for community soccer clubs. The more people that get involved, the more we move forward with the goals in our strategic plan and improve the experience for everyone.

Respectfully submitted,

Michelle Wyand  
WCRFC President

## **Winsloe Charlottetown Royals FC - Operations Manager Report (AGM)**

I am pleased to present the Operations Manager Report for the 2023 Season of Winsloe Charlottetown Royals FC. It has been an exciting and eventful season, and I want to share with you the highlights and achievements of the club during this period.

### *Management Overview:*

I joined the club as the Manager of Operations in February 2023, working closely with David Vos, Youth Coordinator/Technical Director, and Andy Cameron, former Technical Director. Together, we meticulously planned for the season, addressing critical aspects such as equipment needs, team formations, assessment logistics, and overall season plans.

In collaboration with Andy Cameron, we created a comprehensive set of terms of reference for the Board of Directors, streamlining responsibilities and improving the overall efficiency of the club's operations. Additionally, a detailed Workplan was established, providing a roadmap for my responsibilities throughout the season.

### *Summer Students:*

Sophie Freeman and Jacob Tweel joined on May 1, 2023, initially on a part-time basis to assist with assessments and later transitioning to full-time roles. Their contributions were invaluable, particularly in field scheduling, managing the Mini Program and Coaches, U9 League logistics, and assisting with the Summer Camps and Tournament.

**Field Scheduling:** Sophie and Jacob played a crucial role in efficiently organizing field schedules, ensuring that all programs and teams had the necessary resources and spaces for their activities.

**Mini Program and Coaches:** Their dedication extended to the Mini Program, where they provided essential support to coaches and managed various logistics to ensure a smooth and enjoyable experience for our young players.

**U9 League Logistics:** Managing the U9 League involved intricate coordination, from assigning referees to scheduling coaches and providing necessary equipment. Sophie and Jacob excelled in overseeing these logistical aspects.

Summer Camps and Tournament Assistance: Their involvement in the Summer Camps and Tournament further showcased their adaptability and commitment, contributing significantly to the success of both initiatives.

*Registrations and Assessments:*

Registrations opened on March 22, 2023, with a deadline set for April 30th. After the deadline, players were placed on the waitlist, and a late fee of \$20 was implemented for registrations beyond April 30th. Despite time constraints, assessments were conducted successfully from May 1 to May 15, led by Andy Cameron. Unfortunately, before the season began, Andy Cameron resigned, leading to a shift in responsibilities.

SEASON	DIVISION	PRICE	REGISTRATIONS
Soccer Registration Season 2023	U3 BOYS	\$90	59
Soccer Registration Season 2023	U3 GIRLS	\$90	70
Soccer Registration Season 2023	U5 BOYS	\$100	77
Soccer Registration Season 2023	U5 GIRLS	\$100	81
Soccer Registration Season 2023	U7 BOYS	\$125	85
Soccer Registration Season 2023	U7 GIRLS	\$125	66
Soccer Registration Season 2023	U9 BOYS	\$135	86
Soccer Registration Season 2023	U9 GIRLS	\$135	60
Soccer Registration Season 2023	U11 BOYS	\$150	70
Soccer Registration Season 2023	U11 GIRLS	\$150	53
Soccer Registration Season 2023	U13 BOYS	\$155	60
Soccer Registration Season 2023	U13 GIRLS	\$155	38
Soccer Registration Season 2023	U15 BOYS	\$160	51
Soccer Registration Season 2023	U15 GIRLS	\$160	28
Soccer Registration Season 2023	U18 BOYS	\$160	43
Soccer Registration Season 2023	U18 GIRLS	\$160	30

Season 2023			
Soccer Registration			
Season 2023	SENIOR MEN	\$85	176
Soccer Registration			
Season 2023	SENIOR WOMEN	\$85	60
<b>TOTAL</b>			<b>1193</b>

*Newcomers:*

In April, I had the privilege of accompanying our Newcomers Director, Albert Zakem, to the IRSA Offices. Our goal was to assist newcomers in understanding the offerings of our club and helping them in the registration process. Approximately 70% of them registered but did not attend our sessions. We recognize the need for a better strategy in collaboration with IRSA to ensure a more seamless integration for newcomers into our club's activities.

*Tournament and Summer Camps:*

The Tournament, held from July 21-23, saw participation from over 90 teams, supported by local sponsors Fido, Bank of Montreal, Dominos, Subway Locations, PEI Police Association, and Charlottetown Toyota. Special thanks to Tournament Co-chairs Krista Feehan and Kelly Reardon for their outstanding work.

SEASON	DIVISION	PRICE	REGISTRATIONS
2023 WCRFC Tournament	U11 BOYS	\$300	16
2023 WCRFC Tournament	U11 GIRLS	\$300	17
2023 WCRFC Tournament	U13 BOYS	\$375	21
2023 WCRFC Tournament	U13 GIRLS	\$375	12
2023 WCRFC Tournament	U15 BOYS	\$375	9
2023 WCRFC Tournament	U15 GIRLS	\$375	9
2023 WCRFC Tournament	U18 BOYS	\$375	5
2023 WCRFC Tournament	U18 GIRLS	\$375	7
<b>TOTAL</b>			<b>96</b>

Summer Camps, held during the weeks of July 3, 24, and August 7, were a resounding success. Special recognition to our Summer Students, and Mini Coaches who played a crucial role in the smooth execution of the programs.

SUMMER CAMP	DIVISION	PRICE	REGISTRATIONS
2023 Summer Camp 1	U7-U9	\$120	25
2023 Summer Camp 1	U11-U15	\$120	20
2023 Summer Camp 2	U7-U9	\$120	16
2023 Summer Camp 2	U11-U15	\$120	12
2023 Summer Camp 3	U7-U9	\$120	19
2023 Summer Camp 3	U11-U15	\$120	17
<b>TOTAL</b>			<b>109</b>

*Field Concerns:*

Acknowledging the challenges faced with Spring Park's conditions after rainfall and the need for improvements in the keeper area of Field 2 at the Complex, I want to assure the club that I will be working closely with the City of Charlottetown to address these concerns. Our aim is to ensure that our players have access to the best possible playing conditions, and I will keep the club informed of any developments in this regard.

*Communications and Marketing:*

Efforts were made to enhance club communications through updates on social media, the website, and regular email communication. The addition of a newsletter during the season proved beneficial, with a commitment to reintroduce it for future seasons. Marketing initiatives resulted in increased engagement, followers, and interactions on social media, particularly among younger spectators.

*Sponsorships and National Representation:*

We secured sponsorships from BMO for a Youth Team and ADL/Lone Oak for the Women and Men senior teams that participated in the Nationals in Halifax. Social media coverage garnered positive engagement and visibility for the club.

*Winter Initiatives:*

Acknowledging the need for year-round engagement, we introduced an e-League during the winter. This initiative allowed us to connect with our young members from the comfort of their homes, promoting a sense of community and competition. Two finalists emerged, showcasing the success of this innovative idea.

*U12 Indoor League:*

In response to the newly released U12 Indoor League by PEISA, we proudly entered both boys and girls' teams from Winsloe Charlottetown Royals FC. This initiative took place from November to March, marking our commitment to becoming a year-round Soccer Club. Players from U11 Green Division and U13 first year were able to participate, aligning with our goal for the upcoming year. The teams practiced at the Indoor Complex for a total of 10 sessions, under the guidance of coaching staff including Ibrahima Sanoh, Jacob Tweel, and myself. This not only provided valuable playing experience but also contributed to the development of our young talents.

*Fall Camp:*

Lead by Mon San Aung and myself from September 2 to October 22, focusing on player development and witnessing notable improvements.

FALL CAMP	DIVISION	PRICE	REGISTRATIONS
2023 Fall Program	U9	\$135	13
2023 Fall Program	U11 - U13 year 1	\$135	27
<b>TOTAL</b>			<b>40</b>



*PEI Soccer Annual Awards (2023):*

I had the honor of representing Winsloe Charlottetown Royals FC at the PEI Soccer Annual Awards. It is with great pride that I announce the following achievements:

**PEIFC U15 Boys – Team of the Year:** Ethan Goeseels, Jonathan Kent, Frank MacNutt, Harry Nguyen, Henry Nguyen, Luke Reid and Noah Wyand.

**Emily Lepine:** Awarded as the "Female Player of the Year" for PEI Soccer.

**Merlin Devine:** Recognized as the "Junior Male Player of the Year" for PEI Soccer.

**Kelly Reardon (Director of Mini Programs/Co-chair tournament) and Krista Feehan (Co-chair tournament):** Both named the "Volunteer of the Year 2023" for Winsloe Charlottetown Royals FC.

In conclusion, the 2023 season has been a remarkable journey for Winsloe Charlottetown Royals FC, marked by successful programs, community engagement, and notable achievements both on and off the field. I want to express my sincere gratitude to each and every one of you — the Board members, Summer Students, Coaches, Volunteers, Players, Referees, and Parents. Your dedication and support have been instrumental in the success of the club throughout the year.

Thank you for being there for Winsloe Charlottetown Royals FC when we needed you. Your commitment is truly appreciated, and I look forward to continuing this journey together in the seasons to come.

Respectfully submitted,

Diego Orozco

Manager of Operations

WCRFC

## WCRFC AGM 2024 Registrar's Report

- WCRFC has shown steady growth over the last 3 years with registration numbers increasing ~8 % each year since 2021.
- The number of senior men's teams also increased from 8 to 10 in 2024 contributing to the increase in senior men registrations. However, there continue to be challenges with senior registrations and collection of fees by players.
- 3 summer camps were held in 2023 however numbers were down ~35% compared to 2022.
- Although registrations were down for the fall program there were still 40 players registered.
- There continued to be challenges in 2022 with reconciling KidSport and Jumpstart funding and ensuring that the fee for out of district registrations was received as the fees are most often added manually after the registration is received.
- The addition of maximum registration numbers and wait list functionality were utilized in the registration system in 2023 to assist with management of player assessments. Overall, this was successful with a few challenges that need to be addressed around attendance of players not registered who would likely play at premier division level.
- Recommendations for the 2024 season:
  - Implement an early bird registration discount to encourage registrations in a timely manner.

### Registration Numbers by Division

Division	Female	Male	Total	2022	2021	2020
U3	CO-ED		129	537	493	186
U5	81	77	158			
U7	66	85	151			
U9	60	86	146			
<b>Total Mini</b>			<b>584</b>			
U11	43	70	113	335	320	364
U13	38	60	98			
U15	28	51	79			
U18	30	43	50			
<b>Total Youth</b>			<b>340</b>			
Senior	60	176	236	211	127	217
7x7	CO-ED		N/A	N/A		
<b>Total Senior</b>			<b>236</b>	<b>211</b>		
<b>Total Registration</b>			<b>1225</b>	<b>1089</b>	<b>633</b>	<b>1074</b>

Summer Camp 1		Summer Camp 2		Summer Camp 3		
U7-U9	U11-U15	U7-U9	U11-U15	U7-U9	U11-U15	
24	43	17	27	8	17	2023
25	19	16	12	19	17	2024
<b>Fall Program</b>						
<b>Session 1</b>	25		<b>Session 2</b>	27		2023
	12			28		2024

Respectfully submitted,

Michelle Wyand  
WCRFC Registrar

## **2023 WCRFC Treasurer's Report**

### **2023 Financial Results**

2023 was a strong year for the club financially due to a 10% increase in registrations. Off the back of this increase in registrations, revenues totalled \$230,000. This was \$36,000 higher than anticipated at the start of the year. Expenses, which are driven by wages and registration fees, were \$203,000, which was \$9,000 higher than originally budgeted. Due to the departure of a key employee, the club's wages in 2023 were \$7,000 below 2022 wages. As a result, the club's revenues exceeded expenditures by \$27,000.

During the course of the 2023 year, the club repaid the \$40,000 CEBA loan reducing its cash balance and decreasing liabilities in comparison to December 31, 2022 balances. At the end of the fiscal year, the club had \$138,000 in cash and \$66,000 in a GIC. Receivables at \$14,000 made up the remainder of the \$218,000 in total assets. Liabilities totalled \$18,000 meaning the club has \$200,000 in net assets at the end of the fiscal year, up \$27,000 from the year before.

### **2024 Budget**

Due to the need to attract and retain staff, wages are projected to increase to \$102,000 over \$82,000 in 2023. Both the attraction and retention of excellent employees, which is paramount to delivering the club's programs, requires the club to offer higher wages and/or different employment structures. Referee fees are also projected to increase by 25% as PEISA youth referee fees have increased substantially across all age groups. The club also will need to replace certain items such as equipment, balls, and jerseys. With these increased costs in mind, the board has raised the summer program registration fees by \$10 (inclusive of an early bird discount) and the tournament registration fee per team by \$25.

Given the high registration growth in the prior year and the high population growth in the province of late, the club is projecting registration numbers to grow by 5%. Revenues are projected to be \$252,000 to cover expenses totalling \$252,000.

### **2024 Fee Schedule**

The fee schedule in the 2024 year incorporates a \$30 price increase in the year with a \$20 early bird discount. The club expects and encourages all members to register in advance to obtain the discount. In 2024, the club would like to recognize that registration within the early bird window, which historically is the regular registration period, will allow the club to organize and administer its programs with the expected level of service. In prior years, late registrations have caused organizational issues for the club resulting in the dissatisfaction of members. The board has chosen to reflect this in the pricing. Please see 2024 pricing as shown below.

<b>2024 Summer Program</b>		
<b>DIVISION</b>	<b>Price (\$)</b>	<b>Early Bird Price (\$)</b>
U3 BOYS	120	100
U3 GIRLS	120	100
U5 BOYS	130	110
U5 GIRLS	130	110
U7 BOYS	155	135
U7 GIRLS	155	135
U9 BOYS	165	145
U9 GIRLS	165	145
U11 BOYS	180	160
U11 GIRLS	180	160
U13 BOYS	185	165
U13 GIRLS	185	165
U15 BOYS	190	170
U15 GIRLS	190	170
U18 BOYS	190	170
U18 GIRLS	190	170
SENIOR MEN	115	95
SENIOR WOMEN	115	95

<b>2024 Tournament</b>	
<b>DIVISION</b>	<b>Price (\$)</b>
U11 BOYS	325
U11 GIRLS	325
U13 BOYS	400
U13 GIRLS	400
U15 BOYS	400
U15 GIRLS	400
U18 BOYS	400
U18 GIRLS	400

# WINSLOE CHARLOTTETOWN ROYALS FC

## Annual General Meeting

### Mini Report

- Player registration numbers for mini program

Division	Male	Female	Cost
U3	59	70	\$90
U5	77	81	\$100
U7	85	66	\$125
U9	86	60	\$135
	307	277	

- Increase in the number of participants in 2023.
- The mini program utilized fields at Spring Park and the WCRFC complex.
- U3 and U5 program had one session per week.
- U7 program had two sessions per week.
- U9 program had two sessions per week, one being a game night.
- WCRFC Coordinator and one summer student coordinated the mini program, overseeing the mini coaches. They were also responsible for the U9 league at Charlottetown Rural.
- The mini program began in late May/early June and concluded with a wrap-up (pizza and medals provided) during the second week of August.

Submitted by Kelly Reardon

March/2024

# WINSLOE CHARLOTTETOWN ROYALS FC

## Annual General Meeting

### Tournament Report

- Tournament was held July 21 - 23 2023
- Fields used: Winsloe Complex, Simmons, Colonel Gray and Spring Park
  - Winsloe: U15/U18 fields, U13 field, U11 fields
  - Simmons: One - U15/U18 field
  - Colonel Gray: U15/U18 field
  - Spring Park: U11/13 fields
  - Elliott River U13 field
  - Westwood U13 field
- Spring Park fields were not able to be used on Saturday or Sunday due to field conditions
- All U11 games were moved to WCRFC complex
- 96 teams entered the tournament
- Cost: \$375 (U13, U15, U18), \$300.00 (U11)
- There was an increase in registrations this year, perhaps because of the change of weekend (not affected by other tournaments)
- Obtained sponsorship from Toyota, Charlottetown City Police, Dominos, Subway
- Needed to buy extra tents and stock canteen
- Tournament shirts ordered with tournament logo
- Some new medals ordered with tournament logo
- Coaches bags used from previous tournament stock
- Revenue: Tournament registration - \$33 525  
Tournament canteen - \$7016
- Expenses: Supplies, referees, general expenses - \$9866
- Coaches/managers supplied with link to game results worked very well as scoring was updated quickly and efficiently
- Better organization of field monitors
  
- Things to note for next year:
  - Divisions- include a detailed outline of proper division selection
  - More field monitors
  - Still a lack of volunteers

- Water drainage issues at Spring Park
- Less teams- cap divisions
- Contact information upon registration

Submitted by Kelly Reardon and Krista Feehan

<b>Division</b>	<b>Numbers of Teams</b>
U11 Boys	17
U11 Girls	16
U13 Boys	21
U13 Girls	12
U15Boys	9
U15 Girls	9
U18 Boys	5
U18 Girls	7
Total	96



## WCRFC Youth Director Report -2023

	Youth Player Registrations	
	2023	
Divisions	Teams	#Players
U11 Boys	3 green, 2 white	70
U11 Girls	2 green, 2 white	53
U13 Boys	1 premier, 1 div 1, 2 div 2	60
U13 Girls	1 premier, 1 div 1	38
U15 Boys	1 premier, 1 div 1	51*
U15 Girls	1 premier	28*
U18 Boys	1 premier, 1 div 1	43*
U18 Girls	1 premier, 1 div 1	30*

*\*Under 15 and under 18 numbers include players registered with the club but played for PEIFC during the season.*

*\*Under 18 girls division 1 team combined with Sherwood Parkdale Rangers to form a team.*

### Notes from the season

- U15 girls had too many players for one team, but not enough for two teams
- U15 boys started with two division 1 teams, but ended up with one team. The same issue with “dirty” numbers for making teams.
- The numbers game is always an issue for a few teams each year and there doesn’t seem to be an easy answer.
- U18 teams all struggled with attendance. This seems to be an issue at this age group for many clubs on PEI. We had two forfeits with our U18 division 1 team due to the lack of players for games.
- There were no “major issues” during the season.

Respectfully submitted,

David Vos

WCRFC Youth Director

## WCRFC – Technical Director Report – 2023

The technical development at WCRFC in 2023 did not come together as I had anticipated when the year started. Unfortunately, Andy Cameron, our paid Technical staff member, decided to stop down right after our assessments finished in mid May. This left a huge hole in our technical department as we had done some great work over the winter to prepare for the season and Andy was going to heading up the ideas and programs we had developed.

We were lucky to have Diego, our Manager of Operations, step up to help with some of our technical needs. He helped a few teams and coaches through the summer as his schedule permitted.

Our Timbit mini program (U3-U9) continued to follow the PEI Soccer recommended model of stations for training sessions. These sessions are run by our paid staff coaches. We will be looking at these sessions and making some changes to the program to improve as best we can.

We ran our three weeklong summer camps again. The camps, as most years, had the best registrations in the first week and dropped off for weeks two and three. Diego, once again stepped up and ran these camps along with our summer students. Not only do the camps help with player development, but they also create bonds and friendships for those players that attend the camps.

This winter PEI Soccer started an under 12 league and WCRFC had a boys and girls team in the league. The teams played once a week and trained once a week at the indoor facility in Stratford. Diego was the coach and organizer for both teams. As part of our technical development the Club encourages our players to participate in the AVEMA Futsal sessions, the PEI Soccer Provincial Program as well the Monday night indoor sessions put on by PEI Soccer.

For 2024 we are working on some new programming for our mini program, Diego has developed coaching plans for our youth teams which will guide our coaches, and we are attempting to introduce some more technical development sessions for our players outside of their normal practices sessions. We are also looking to add a part time technical person to our staff to help with coach and player development.

Respectfully submitted,

David Vos

WCRFC Technical Director

## Equipment Report

### **U-5/U-7/U-9**

We continue to have a very good relationship with Tim Horton's and appreciate their support for our mini programs. I recommend continuing and fostering this relationship. I will be following up with the clubhouse in the next month to assess the quantities required for the 2024 season.

*\*This is non-cost to the clubs as Timbits is one of the sponsors\**

### **Youth**

The PEISA competition committee has decided to implement the use of size 4 balls instead of size 5 light balls for our U13 players. This will result in an additional cost to replace practice and game balls for all our teams. WCRFC has allocated funds for the replacement of jerseys for several of our youth teams. I will be working closely with our manager of operations to assess which sets need to be replaced. The Club would like to see all athletes supplied with similar jerseys regardless of age group or division.

### **Senior**

Senior teams continue to be provided new game balls at the start of each season

### **Canteen equipment upgrades**

The Club has discussed and agreed that we are in need to upgrade some appliances to update the canteen. I am currently looking into costs to replace a freezer and a fridge and discussing potential sponsorship opportunities to offset the cost.

Regards

Brodie McMurrer

## **WCRFC Senior Director's Report – March 13, 2024**

The 2023 summer season was once again, strong for our senior teams with all teams having success in their respective leagues. Registration and payment of fees continues to be an area of concern for our senior teams, and the Club will look to implement mechanisms to ensure fees are paid and players are registered in a timely fashion moving forward.

The following is a breakdown of participation in both men's and women's senior divisions for summer 2023.

### **Men's Soccer**

<b><u>Team</u></b>	<b><u>Division</u></b>
TSI FC	1 <sup>st</sup>
TSI FC 2	2 <sup>nd</sup>
Watertight FC	4th
Cool O's	3rd
Retro FC	2 <sup>nd</sup>
Tropics FC	3rd
Sporting FC	3 <sup>rd</sup>
Charlottetown Latinos United	3 <sup>rd</sup>
Sharktooth Shooters	1 <sup>st</sup>

### **Women's Soccer**

<b><u>Team</u></b>	<b><u>Division</u></b>
PEIFC	1 <sup>st</sup>
Winsloe Divas	1 <sup>st</sup>

WCRFC continues to have strong representation and results in all levels of senior soccer.

Respectfully submitted,

Charlotte Jenkins

WCRFC Senior Soccer Director

## **Fields Report for Annual General Meeting – March 15, 2024**

### **1) Maintenance:**

The Club has made inquiries with the City about doing additional work to improve our fields, including: overseeding, aeration, leveling, repairing heavy-use areas and rotating the goals to allow the grass to recover. To date, we are not aware of any of the requested additional work being completed by the City. Exploratory discussions about the possibility of the Club taking on some of these additional projects have begun, but are still at early stages. There will be follow up with the City this Spring, with the hopes of securing a plan to incorporate additional maintenance work to improve the fields.

### **2) Privateers Football Club:**

The Privateers Football Club no longer have use of Longworth Field. The Privateers run a flag football program from early May until late June and a tackle football program from mid-August to end of October. We have been advised that the City is working to find other fields for the Privateers to use for each of its programs. This has the potential to impact on field availability for our teams as well as field conditions.

In written correspondence, the City has advised us that there are no plans to use any of the fields at the Complex for Football this spring, but may use any of Simmons, Colonel Gray and Coop during that time. Further, the City plans to meet with Birchwood School to determine the plan of action for restoring Longworth Field, but it is unclear whether the intention is for the Privateers to return there once it is ready. It is also unclear at this time what fields the Privateers will use during the upcoming Fall tackle season and how that will impact our club.

### **3) Rugby Atlantics:**

Rugby Atlantics for u15, u17 and u19 are scheduled to take place from July 11<sup>th</sup>-14<sup>th</sup>, 2024, in Charlottetown. The City advises that Simmons, Colonel Gray and Coop fields will be used for the tournament. The schedule is not yet finalized.

All of which is submitted this 11<sup>th</sup> day of March, 2024.

Nathan Beck

Fields Director

**WINSLOE CHARLOTTETOWN ROYALS FC (“Club”)  
ANNUAL GENERAL MEETING - MARCH 13, 2024  
HUMAN RESOURCES DIRECTOR’S REPORT 2023 Season**

In my role as Human Resources (“HR”) Director of the Winsloe Charlottetown Royals FC (“Club”), I work with the HR Committee (currently President Peter Howatt and myself) to set expectations, define roles and provide support and feedback to both Club staff and the Board of Directors (“Board”).

Diego Orozco joined the Club as Manager of Operations in February 2023. He worked full time during the soccer season and his fulltime contract was extended in October 2023. We are very fortunate to have Diego working with the Club, sharing his passion and many talents.

The Club was fortunate to have Sophie Freeman and Jacob Tweel working as Club summer students for the 2023 soccer season. Their wages were subsidized in large part by government student wage grants.

The Club received the resignation of Andy Cameron in May 2023 and operated during the 2023 soccer season without a Technical Director. Our staffing model was recently updated and in addition to being the Club’s Manager of Operations, Diego Orozco has stepped into the role of Club Head Coach.

We are currently in the process of recruiting 2024 summer students. If anyone is interested, please respond to the job posting on our website.

A sincere thank you to Diego Orozco and our summer staff for all of their hard work and effort, and in particular, their dedication to the Club and efforts to assist us with our mission to provide a safe, respectful, and inclusive soccer environment.

Respectfully submitted,

Jennifer S. MacPherson, WCRFC Human Resources Director

**Winsloe Charlottetown Royals FC**  
**Statement of Operations and Net Assets**  
**Year ended December 31, 2023**

	<u>2023</u>	<u>2022</u>
Revenue		
Registrations	134,283	125,208
Tournament	33,525	20,750
Summer camps	13,080	14,915
Fall camps	5,400	6,050
Indoor league	5,200	-
Kidsport/Jumpstart	7,930	4,367
Registration refunds	(4,353)	(2,991)
Fundraising	5,321	1,535
Sponsorships	3,195	7,020
Federal grants		20,974
Provincial grants	4,826	13,180
Municipal grants	11,595	10,680
Tournament canteen	7,016	5,444
General canteen	496	1,917
Interest revenue	2,020	794
	<u>229,534</u>	<u>229,843</u>
Expenses		
Accounting and legal	2,764	1898
Awards	1,500	1500
Capital projects	2,438	25264
Closing party	616	952
Club fees	400	350
Courier and postage	220	204
Donations	2,100	500
Equipment	7,288	12206
Field maintenance and repairs	7,329	5520
Office supplies	866	929
Online registration services	3,831	3766
PEISA fines	1,010	-
Registration fee	57,875	52431
Tournament expenses	8,869	8888
Tournament supplies	997	2211
Travel	568	-
Turf field rentals	4,374	1677
Uniforms	4,325	10784
Wages	81,949	89302
Youth ref fees	13,585	6710
	<u>202,904</u>	<u>225,092</u>
Excess revenues over expenditures	<u>26,630</u>	<u>4,751</u>
Net assets, beginning of year	173,101	168,350
Excess revenues over expenditures	<u>26,630</u>	<u>4,751</u>
Net assets, end of year	<u>199,731</u>	<u>173,101</u>

**Winsloe Charlottetown Royals FC**  
**Statement of Financial Position**  
**December 31, 2023**

	<u>2023</u>	<u>2022</u>
<b>Assets</b>		
Cash	138,277	179,261
Cash to be deposited	-	225
Investments - GIC	66,029	64,009
Accounts receivable	14,079	743
	<u>218,385</u>	<u>244,238</u>
<b>Liabilities</b>		
Accounts payable	13,102	26,138
Accrued liabilities	5,552	5,000
CEBA loan payable	-	40,000
	<u>18,654</u>	<u>71,138</u>
Net assets	<u>199,731</u>	<u>173,101</u>
	<u>218,385</u>	<u>244,238</u>



**Winsloe Charlottetown Royals FC**  
**Statement of Operations and Net Assets**  
**2024 Budget**

	<u>2024 Budget</u>	<u>2023</u>	<u>2022</u>
Revenue			
Registrations	153,900	134,283	125,208
Tournament	30,200	33,525	20,750
Summer camps	14,400	13,080	14,915
Fall camps	5,900	5,400	6,050
Indoor league	4,800	5,200	-
Kidsport/Jumpstart	8,000	7,930	4,367
Registration refunds	(4,600)	(4,353)	(2,991)
Fundraising	5,500	5,321	1,535
Sponsorships	3,300	3,195	7,020
Federal grants			20,974
Provincial grants	10,000	4,826	13,180
Municipal grants	12,200	11,595	10,680
Tournament canteen	5,600	7,016	5,444
General canteen	500	496	1,917
Interest revenue	2,500	2,020	794
	<u>252,200</u>	<u>229,534</u>	<u>229,843</u>
Expenses			
Accounting and legal	4,000	2,764	1,898
Awards	1,500	1,500	1,500
Capital projects	11,000	2,438	25,264
Closing party	600	616	952
Club fees	400	400	350
Courier and postage	200	220	204
Donations	2,200	2,100	500
Equipment	10,000	7,288	12,206
Field maintenance and repairs	7,500	7,329	5,520
Office supplies	900	866	929
Online registration services	4,400	3,831	3,766
PEISA fines	1,000	1,010	-
Registration fee	63,700	57,875	52,431
Tournament expenses	9,100	8,869	8,888
Tournament supplies	1,000	997	2,211
Travel	1,000	568	-
Turf field rentals	4,500	4,374	1,677
Uniforms	10,000	4,325	10,784
Wages	102,300	81,949	89,302
Youth ref fees	17,000	13,585	6,710
	<u>252,300</u>	<u>202,904</u>	<u>225,092</u>
Excess revenues over expenditures	<u>(100)</u>	<u>26,630</u>	<u>4,751</u>
Net assets, beginning of year	199,731	173,101	168,350
Excess revenues over expenditures	<u>(100)</u>	<u>26,630</u>	<u>4,751</u>
Net assets, end of year	<u>199,631</u>	<u>199,731</u>	<u>173,101</u>