



National Capital TFC – Annual General Meeting Minutes

Meeting Time and Location

Monday June 3rd, 2019 @ 7:30pm – Terry Fox Athletic Facility

1. Opening of Meeting
 - a. members present: Board - Michel, Andrew, Reba, Marni, Kim, Shannon
2. Approval of Final Agenda
 - a. addition of Motion for review engagement or audit
 - b. other vacant position for Board is male athlete's rep
3. Approval of 2018 AGM minutes
 - a. No amendments to AGM 2018 minutes
 - b. Motion to accept AGM 2018 minutes: 9 votes for and 2 abstaining (were not members in 2018)
4. Manager's Report – Reba
 - a. Club Status
 - b. Uniforms and gear
 - c. Safe Sport
 - i. Respect In Sport
 1. discussion re: equivalent sport specific modules (like SpeakOut for hockey) – to be reviewed by Board once outlines and policies have been put in place
 - ii. suggestion from Andrew G re: education for athletes regarding respect in sport, to bridge the gap between age groups and create a culture of respect
 - iii. addition of regulations re: male/female coaches with athletes and ratio limits (age, event group), Rosemarie has experience w/ vulnerable pop groups and
5. President's Report - Andrew
 - a. Success of the club over the past 2 years, have been able to grow and work with the resources that we have access to.
 - b. Training locations – indoor: most of our training has been in the east end at the Dome, but we have been fortunate enough to be able to offer some programming in the West end
 - c. Areas to continue working on: growing volunteer coaching group – currently only have 2 coaches. We are currently trying to recruit coaches, and have some connections
 - d. Goals for next year: increase coaching crew so that we can have a coach for every event group and each stage (a junior/grassroots/fundamental movements program lead coach and team)
 - i. creating a sustainable club, developing a grassroots program to build the volunteer support
 - ii. strategic plan – 4 year plan: to be discussed and developed over next couple of Board meetings



- e. Coaching courses – no courses offered this year (one was attempted in the fall but did not meet the minimum participants)
 - i. ideally we would like to offer a Sport and Club Coach course a year to continue the cycle of coach development in the region
- f. Head Coach report:
 - i. First full year – successful but a big transitional year, ‘learning year’. This year athletes were more able to put everything together.
 - ii. this year will be a good performance year, the lessons learned in previous years will come through this year
 - iii. The goal of the club is to help develop athletes on and off the track, and
- 6. Treasurer’s Report - Michel
 - a. Financial Review (2018)
 - i. Profit and Loss Report review
 - 1. Club finished year ~2400 in the black
 - b. Budget for 2019
 - i. Budget reviewed for 2019 fiscal year
- 7. Review and approval of membership fees
 - a. previous annual fee of \$750, increased to \$850 to better reflect club expenses (coach travel to competition)
 - b. Motion to accept new fee structure and guidelines: unanimous vote in favour
- 8. Amendments to By Laws or Club Policies
 - a. no amendments to by laws or club policies put forth by membership or Board members
- 9. Nominations and Elections for vacant Board positions
 - a. Current Board Members: Marni resuming position as Director at Large, Kim returning as Director at Large – Parent Rep, Michel will continue as Treasurer, Reba will continue as secretary, Andrew will continue as President, Shannon will stay on as Female Athlete Rep
 - b. Communications committee – Lorraine will step forward as chair of the Communications committee, Reba will be a member of this committee
 - c. Vice President – left vacant,
 - d. Male Athlete’s Rep: Nomination from Andrew for Luke as male athlete’s rep
 - e. Importance of a varied Board member experience and outside members
- 10. Other items
 - a. Motion: Proceed with a review engagement or audit? Unanimous vote to forego a review engagement for this year
 - b. Board Member responsibilities – to have a dedicated Board member/committee for specific tasks; grant writing
 - c. addition of an ‘FAQ’ page to the website for new parents, include contact for parent rep
 - i. to create a parent rep email account
 - d. Gear packages/orders – have an online store with an order window, October 15-31 for first window
 - i. ball caps, toques, jacket, hoodies, long sleeve
 - e. Senior athletes participation in intermediate school meets, to help market the meet and get the name/image out – increase social media



11. Adjournment of AGM

- a. Motion to adjourn meeting: unanimously accepted to close meeting.