



2024 AGM Minutes

Wednesday, February 5, 2025

Call to order at 6:35pm

1. **Roll Call** – all members in good standing may attend the meeting, sign-in at the door

Sign-in completed with lists of “processed” member status. Thank you’s from board for such a great turnout and to all that are current coaches and volunteers.

Introduction to current acting Board of Directors

Darryn Botha – acting Chair & Executive committee - nominee
Shari Pollak – acting Vice-Chair & Executive committee - nominee
Afzeel Yakub – acting director - nominee
Neal Armstrong – director
Eddie Musselman – director
Derek Unger -nominee

Staff in attendance:

Vaggeli Boucas – Technical Director
Sasha Tennant – Operations administrator

2. **Territorial acknowledgment:** We are honored and privileged to live, work and play on the traditional and unceded land of the Sto:Lo peoples.
3. **Approval of agenda**
Motion to adopt 2024 AGM Agenda – all in favour
4. **Review and approval of the minutes of previous annual general meeting (2023) of the members**
 - Members were given opportunity to review printed copies of the 2023 minutes and ask any clarifying questions.
 - Motion to approve-Tammi, 2nd Amy, all in favour

5. **Financial Report** (see attached for full report and supporting documents)

- Shared summary of unaudited financial statement – evidence that we have improved our financial situation and are debt free and in good standing; cost of uniforms largest club expense.
- As we are a Not-for-profit organization, the \$90,000 grant monies acquired for this year have been and will continue to be tracked for proper allocation. Next grant application period will open in March 2025.
- Question from floor: why financials were so much worse last year? Answer: due to unpaid balances to Adidas for large uniform orders and City of Chilliwack for field rentals where no grant was available for assistance to cover these program costs.

6. **Auditor's Report**

LLT LLP auditor meeting will take place on Friday, February 7th at 1pm. Audited financial report will be posted on website for member review.

7. **Appointment of Auditors for 2025**

Vote put to floor to continue using LLT LLP as our auditors. Motion to accept – Chris, 2nd Lindsay Musselman, all in favour

8. **Open Floor (Questions from the members)**

Addressed to **Vaggeli** (TD) – thoughts on direction of club for future, including opinion on merger with Tzeachten FC or how the relationship will work? As TFC is not longer in the Valley Alliance, where does that put us?

- Want what's best for the athletes of Chilliwack, will work with TFC's TD to make teams for age groups if possible as numbers are hurting in both clubs
- Merger negotiations/ discussions are on-going but not in play.
- Direction - we are currently in a reactive state, want us to be more proactive, this comes with support of parents as volunteers and BOD involvement – we need soccer, business minds to guide CFC in right direction

“Temperature check” to all members for opinion on Chilliwack FC and Tzeachten FC merger

- Question about legal litigations and their affect on merger – Afzeel stated it is not a concern at this time, litigations are still ongoing but they are positive for CFC. Views of members who have heard information through their own means are still weary.
 - Want more transparency, but this is still confidential information
- YES was majority, including from board (with caution of doing what is best for CFC)
- Will hold a Special Meeting to officially inform, discuss, and vote – date TBD

Do we have player recruiters?

- Shari has shared an advertisement in the weekly school district #33 teacher “Connect 33” to push the Spring programming, Sasha now working at sharing advert with all elementary schools (public and private).
- Pamphlet was attempted to be produced before the Chilliwack Chiefs hockey game to hand out for Winter programs, but turn-over timing was too short; we will look into making a generic one for athletes to take and share with friends and distribute to other city venues and daycares.
- We had a coach that said they were going to go and visit the schools, not sure what was done (will follow up)

9. Election of Directors

- Voting for the 3 nominees currently appointed to the board – Darryn Botha, Shari Pollak, Afzeel Yakub; and any other nominees that were submitted before the 30-day cut off period that are in good standing with CFC.
- Members may put forth interest to join the board on the floor, but no voting is permitted at the AGM – attendance at next board meeting to discuss

There are 5 positions open and 4 potential candidates in good standing, Stu Fraser and Hugh Hamilton were omitted from ballot. Candidates for BOD vote:

- a. Darryn Botha
- b. Shari Pollak
- c. Afzeel Yakub
- d. Derek Unger – given the floor to express reason for interest

38 ballots cast, need 20 votes to be elected (50% +1) to board. Scrutineers were volunteered from the floor (Ryan and Stuart).

Darryn Botha and Shari Pollak were voted in, Afzeel Yakub and Derek Unger were not voted in.

All in favour of to accept new members.

Vote to destroy ballots: Motion by Eddie, 2nd by Kelli, all in favour

10. Any Other Business

Dar Chand Referee annual report (see attached) – members applauded with gratitude for his training and efforts to secure young referees within Chilliwack.

Board extended another “thank you” for attending and participating in the 2024 AGM, and gave reminder for members who are interested in joining the BOD or volunteering to contact info@chilliwackfc.com or any board member (emails available on website)

Next board meeting date not chosen.

11. Adjournment 7:38pm

Motion to adjourn by Tammi, 2nd by ____ (inaudible name), all in favour.

AGM Finance Report February 5, 2025

Bank Balances

Our current bank balance as of February 4, 2025 is \$42, 162.52 Once the payments I have set for February 7th go thru as well as the Source deduction payment we will have a balance of \$36,284.22 in our chequing account. The Gaming account has a balance of \$25,000. The Soccer store has a balance of \$6,330.18. We are up to date on all of our payments. We are meeting with our accountant at LLT LLP on Friday, February 7th to go over the financials with him.

The unaudited trial balance lists the top 5 expenses as: (June 30, 2024)

Uniform expense \$139,453.94

Wages & Salaries \$128,000. Please note that \$38, 352.00 was the operations managers' salary.

Coach payments \$58, 652.40

Field Rentals \$30, 945.70

League Fees \$23,292.00

Programs

The Ice Breaker program has 108 registered bringing in \$21, 740.00 in Revenue.

The Spring program has 23 registered bringing in \$4600.00 so far.

The Cascadia program has 59 registered bringing in \$21, 740.00 so far.

Grassroots SC1, SC2, and the mini's have 49 registered bringing in \$11,190.00.

The Chilliwack Youth Soccer Association
Gross Margin Income Statement 2023-07-01 to 2024-06-30

OPERATING REVENUE

REVENUE

Sponsorship	21,965.62
Funding	24,638.50
Sales Inventory A	0.00
Sales Inventory B	0.00
Sales Inventory C	0.00
Telephone Donations	0.00
Door-to-door Donations	0.00
Operating Revenue from Fund Raising	0.00
Sales	0.00
Sales Returns	0.00
Early Payment Sales Discounts	0.00
Investment Income	0.00
Program Revenue	390,590.99
Field Rental	-30,945.70
Referees Income	0.00
Freight Revenue	0.00
Gaming Revenue	0.00
FW Dev Ctr	0.00
Gain/Loss on Disposal of Assets	0.00
TOTAL REVENUE	<u>406,249.41</u>
TOTAL OPERATING REVENUE	<u>406,249.41</u>

COST OF GOODS SOLD

Inventory A Cost		0.00
Inventory B Cost		0.00
Inventory C Cost		0.00
Inventory Variance		0.00
Item Assembly Costs		0.00
Adjustment Write-off		0.00
Transfer Costs		0.00
Subcontracts		0.00
Purchases	0.00	
Purchase Returns	0.00	
Early Payment Purchase Discounts	0.00	
Net Purchases		0.00
Freight Expense		410.08
Membership Meetings & Expenses(YEA)		0.00
Gym Rental Expense		2,787.97
Coach Clinics (YEA)		0.00
Referee Year End Adjustment		0.00
TOTAL COST OF GOODS SOLD		<u>3,198.05</u>
GROSS MARGIN		<u>403,051.36</u>

OPERATING EXPENSE

EXPENSES

Operations Manager	38,352.08
Administration	3,507.25
Donations	5,300.00
Coach Education	4,128.57
Health and Safety Officer	0.00
Membership Fee	2,065.51
Online Registration Charges	0.00
League Fees	23,292.00
Program Expenses	15,964.28
Merchant Terminal SC	509.00
Referee Wages	26,942.67
Coach Payments	58,652.40
Rent for fields	16,960.59
Scholarships	7,000.00
Supplies	1,940.06
Uniforms	139,453.94
TOTAL EXPENSES	<u>344,068.35</u>

PAYROLL

Wages & Salaries	76,431.96
Reception and Regsitration	0.00
EI Expense	1,888.04
CPP Expense	4,547.50
WCB Expense	572.80
EHT Expense	0.00
User-Defined Expense 1 Expense	0.00
User-Defined Expense 2 Expense	0.00
User-Defined Expense 3 Expense	0.00
User-Defined Expense 4 Expense	0.00
User-Defined Expense 5 Expense	0.00
Employee Benefits	3,026.04
TOTAL PAYROLL	86,466.34

GENERAL AND ADMINISTRATION

Bad Debt Expense		0.00
Accounting & Legal		21,258.50
Advertising & Promotions		4,080.14
Bad Debts		0.00
Business Fees & Licenses		15.00
Cash Short/Over		0.00
Courier & Postage		0.00
Currency Exchange & Rounding		0.00
Amortization Expense		0.00
Insurance		3,692.00
Office Supplies		636.46
Property Taxes		0.00
Motor Vehicle Expenses		0.00
Miscellaneous Expenses		591.58
Rent		19,890.00
Rent - Office (YEA)		0.00
Repair & Maintenance		1,869.19
Telephone		0.00
Travel & Entertainment		0.00
Utilities		0.00
Visa Commissions	0.00	
MasterCard Commissions	0.00	
American Express Commissions	0.00	
Other Credit Card Commissions	0.00	
Online Payment Fees	9,273.65	
Total Payment Processing Fees		9,273.65
TOTAL GENERAL AND ADMINISTRATION		61,306.52

TOTAL OPERATING EXPENSE	<u>491,841.21</u>
INCOME FROM OPERATIONS	<u>-88,789.85</u>
NON-OPERATING REVENUE	
OTHER REVENUE	
Interest Revenue	0.00
Miscellaneous Revenue	<u>612.94</u>
TOTAL OTHER REVENUE	<u>612.94</u>
TOTAL NON-OPERATING REVENUE	<u>612.94</u>
NON-OPERATING EXPENSE	
OTHER EXPENSE	
Credit Card Charges	0.00
Income Taxes	6,936.46
Interest & Bank Charges	<u>-635.69</u>
TOTAL OTHER EXPENSE	<u>6,300.77</u>
LOSS	
Realized Exchange Gain/Loss	<u>0.00</u>
TOTAL LOSS	<u>0.00</u>
TOTAL NON-OPERATING EXPENSE	<u>6,300.77</u>
NET INCOME	<u><u>-94,477.68</u></u>

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The Chilliwack Youth Soccer Association

Comparative Trial Balance

Account Number	Account Description	As at 2023-06-30		As at 2024-06-30		Percent
		Debits	Credits	Debits	Credits	
1020	Cash to be deposited	0.00	0.00	196.37	0.00	-100.00
1055	Soccer Fund	19,883.99	0.00	0.00	25,755.00	-177.20
1060	Chequing Bank Account	124,741.38	0.00	66,650.36	0.00	87.16
1201	Accounts Receivable - YE	0.00	4,252.62	0.00	4,252.62	0.00
1320	Prepaid Expenses	34,365.82	0.00	35,178.32	0.00	-2.31
1810	Leasehold Improvements	19,988.11	0.00	19,988.11	0.00	0.00
1812	Leasehold Improvement - Field	247,500.00	0.00	247,500.00	0.00	0.00
1820	Office Furniture & Equipment	3,990.61	0.00	3,990.61	0.00	0.00
1821	Concession Equipment	5,615.20	0.00	5,615.20	0.00	0.00
1822	Computer Equipment Assets	16,208.10	0.00	17,281.30	0.00	-6.21
1825	Accum. Amort. -Furn. & Equip.	0.00	3,990.61	0.00	3,990.61	0.00
1826	Accum. Amort. Leasehold Improvement	0.00	7,290.15	0.00	7,290.15	0.00
1827	Accum. Amort. LHI - Fields	0.00	247,500.00	0.00	247,500.00	0.00
1828	Accum. Amort. Concession Equip	0.00	5,615.20	0.00	5,615.20	0.00
1829	Accum. Amort. Computer Equip	0.00	12,871.44	0.00	12,871.44	0.00
1910	Computer Software	0.00	0.00	1,597.67	0.00	-100.00
1935	Investment In Store - Shares	0.00	26,135.65	0.00	26,135.65	0.00
2100	Accounts Payable	0.00	0.00	0.00	1,344.86	-100.00
2105	Accrued Liabilities	0.00	11,496.55	0.00	11,496.55	0.00
2230	WCB Payable	0.00	151.53	0.00	151.53	0.00
2232	Payroll Liabilities	0.00	10,558.51	0.00	10,558.51	0.00
2310	GST/HST Charged on Sales	0.00	0.00	0.00	3.01	-100.00
2315	GST/HST Paid on Purchases	0.00	0.00	7,446.86	0.00	-100.00
2325	GST/HST Adjustments	0.00	0.00	96.60	0.00	-100.00
2605	Investment In Store	80,000.00	0.00	80,000.00	0.00	0.00
3010	R/E Capital Asset Fund	0.00	18,045.89	0.00	18,045.89	0.00
3560	Retained Earnings - Previous Year	0.00	346,256.79	0.00	205,008.06	68.90
4001	Sponsorship	0.00	16,500.00	0.00	21,965.62	-24.88
4005	Funding	0.00	15,000.00	0.00	24,638.50	-39.12
4410	Investment Income	49,050.62	0.00	0.00	0.00	0.00
4415	Program Revenue	0.00	202,317.45	0.00	390,590.99	-48.20
4418	Field Rental	0.00	3,390.00	30,945.70	0.00	-110.95
4419	Referees Income	0.00	2,305.00	0.00	0.00	0.00
4460	Miscellaneous Revenue	0.00	0.00	0.00	612.94	-100.00
5001	Operations Manager	8,113.52	0.00	38,352.08	0.00	-78.84
5300	Freight Expense	0.00	0.00	410.08	0.00	-100.00
5410	Wages & Salaries	63,832.93	0.00	76,431.96	0.00	-16.48
5420	EI Expense	0.00	0.00	1,888.04	0.00	-100.00
5430	CPP Expense	0.00	0.00	4,547.50	0.00	-100.00
5440	WCB Expense	0.00	24.65	572.80	0.00	-104.30
5470	Employee Benefits	2,530.85	0.00	3,026.04	0.00	-16.36
5601	Membership Meetings & Expenses(YEA)	0.00	956.21	0.00	0.00	0.00
5602	Gym Rental Expense	2,291.26	0.00	2,787.97	0.00	-17.82
5605	Administration	830.00	0.00	3,507.25	0.00	-76.33
5610	Accounting & Legal	4,672.50	0.00	21,258.50	0.00	-78.02

5615 Advertising & Promotions	5,907.77	0.00	4,080.14	0.00	44.79
5625 Business Fees & Licenses	8,305.00	0.00	15.00	0.00	55,266.67
5657 Donations	0.00	0.00	5,300.00	0.00	-100.00
5658 Coach Education	4,217.21	0.00	4,128.57	0.00	2.15
5659 Coach Clinics (YEA)	0.00	613.46	0.00	0.00	0.00
5660 Amortization Expense	2,011.27	0.00	0.00	0.00	0.00
5680 Income Taxes	0.00	0.00	6,936.46	0.00	-100.00
5685 Insurance	1,753.00	0.00	3,692.00	0.00	-52.52
5690 Interest & Bank Charges	855.25	0.00	0.00	635.69	-234.54
5695 Membership Fee	613.46	0.00	2,065.51	0.00	-70.30
5700 Office Supplies	36.96	0.00	636.46	0.00	-94.19
5705 Online Registration Charges	4.68	0.00	0.00	0.00	0.00
5706 League Fees	1,417.50	0.00	23,292.00	0.00	-93.91
5710 Program Expenses	5,437.46	0.00	15,964.28	0.00	-65.94
5725 Merchant Terminal SC	0.00	335.80	509.00	0.00	-165.97
5740 Miscellaneous Expenses	15,845.30	0.00	591.58	0.00	2,578.47
5755 Referee Wages	13,190.71	0.00	26,942.67	0.00	-51.04
5756 Referee Year End Adjustment	0.00	2,944.85	0.00	0.00	0.00
5757 Coach Payments	41,256.46	0.00	58,652.40	0.00	-29.66
5760 Rent	3,300.00	0.00	19,890.00	0.00	-83.41
5761 Rent - Office (YEA)	6,804.00	0.00	0.00	0.00	0.00
5762 Rent for fields	29,301.85	0.00	16,960.59	0.00	72.76
5765 Repair & Maintenance	1,768.65	0.00	1,869.19	0.00	-5.38
5768 Scholarships	4,000.00	0.00	7,000.00	0.00	-42.86
5770 Supplies	0.00	0.00	1,940.06	0.00	-100.00
5780 Telephone	266.03	0.00	0.00	0.00	0.00
5789 Uniforms	104,131.55	0.00	139,453.94	0.00	-25.33
5790 Utilities	109.36	0.00	0.00	0.00	0.00
5898 Online Payment Fees	4,404.00	0.00	9,273.65	0.00	-52.51
	938,552.36	938,552.36	1,018,462.82	1,018,462.82	

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Referee Annual Report, Jan./24.-Dec./24

- Having been able to watch and work with a number of referees whom I did not know or instruct in their Small-sided Course, I purposefully went to their games and touched base with each of them. I conducted, 3 on field training sessions (a Wednesday and a Thursday each time – one in February and 2 in Spring) with good attendance (10-13 each of the days).
- sent out regular emails through the Assignr program with tips, responsibilities, and expectations of good 'game management'.
- We started the second half of the 2023-24 with 74 referees between the two Clubs.
- 8 Active Full field refs, and 25 Active, Small-Sided Refs.
- I had 2 Small-sided Course and organized 2 Full field Courses, which brought us 4 new Youth Full Field Referees, 3 new Adult Referees, and 24 New Small-Sided Referees. The new refs took time to get their confidence and their 'game' positioning, but most looked good in Spring and I was able to move many up into Small-sided and Full Field games.
- Dec.4 and 5/24 was an inside session for Small-sided referees- review of basic positioning, user of the whistle and when, dealing with coaches and spectators, and foul calls. I had 32 come out over the 2 days.
- I was able to get a few of our Full-Field refs to Mentor new refs which was very beneficial, for both.
- We have been able to mover 8 of the Small-Side refs into AR positions.
- Challenges:
 - o Coaches repeatedly focussing too much on the referees' call and trying to 'help' them manage the game.
 - o Spectators tend to follow a Coaches' example and start to call out at the ref as well.
 - o We have lost 2 female Small-sided refs, and 2 Full Field Refs as the result of 'harassment' from the sidelines and the stands. (Spectators take their cues and lead from the Coaches.)
- I dealt with 4 separate incidents of "Cautions" given to coaches so far this year.
- B C Soccer's changes to the Small-side and Full Field Course, means that we are back to one or 2 Full days for each course, with more field time and class time in each. This is more of a challenge to organize and set up this time of year.
- We have finished Dec./24 with 66 Referees- 13 Full Field, Active Referees and 50, Active Small-sided Referees. Fewer of each on any given weekend.
- Overall, I am satisfied with the development and professional growth of our referees.
- I do plan to request an Entry Level and a Small-Sided Course for our area as I have had several requests. I will try to get this in place over the next month or so.
- I have completed my Criminal Record Check and sent it in to both Clubs, and B C soccer.
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Respectfully Submitted,
Darshan Chand