

Comox Valley United

ANNUAL GENERAL REPORT

February 15 2016



COMOX VALLEY UNITED SOCCER CLUB

We are a volunteer organization whose primary goal is:

"To promote the enjoyment of, and participation in, the sport of soccer."

Comox Valley United Soccer Club oversees our local youth, women, men and masters teams. Each division has its own VP with the overall organization of the club overseen by the President. Within the Youth Division, we have a recreational league for children aged five to 18 years, kindergarten through Grade 12, and a competitive league for children aged 11 to 18.



CONTENTS

1	Board of Executives.....	PAGE 2
2	A Message from the President.....	PAGE 3
3	Technical Director's Report.....	PAGE 4
4	VP Development Report.....	PAGE 5
5	VP Youth House Report.....	PAGE 6
6	VP Select Report.....	PAGE 9
7	VP Women's Report.....	PAGE 12
8	VP Men's Report.....	PAGE 12
9	VP Masters Report.....	PAGE 13
10	Treasurer's Report.....	PAGE 14
11	Secretary's Report.....	PAGE 15
12	Equipment Manager's Report.....	PAGE 15
13	Referee in Chief's Report.....	PAGE 16
14	Division Manager Liaison's Report.....	PAGE 16
15	Field Manager's Report.....	PAGE 17



1. BOARD OF EXECUTIVES

TABLE OFFICERS

(2 YEAR TERM)

Position	Current	From	To	Nominee
President	Paul West	02/2016	02/2018	Paul West
VP Development	Jeff Howe	02/2015	02/2017	Position Filled
VP Youth House	Tony Dickson	02/2016	02/2018	Esther Bayles
VP Select Girls	Claudia Vachon	02/2016	02/2018	Claudia Vachon
VP Select Boys	Jamie Barnie	02/2015	02/2017	Tony Dickson
VP Women	Lisa Walwork	02/2015	02/2017	Shannon Meyers
VP Men	Jerret Dickinson	02/2015	02/2017	Position Filled
VP Masters	Phil Statham	02/2016	02/2018	Phil Statham
Treasurer	Karen Guinan	02/2015	02/2017	Position Filled
Secretary	Nydia Sepulveda	02/2015	02/2017	Position Filled
Equipment Manager	Vacant	02/2016	02/2018	Vacant

DIRECTORS

(1 YEAR TERM)

Position	Current	From	To	Term
Referee in Chief	Stu Power	02/2016	02/2017	Position Filled
Div Manager Liaison	Esther Bayles	02/2016	02/2017	Vacant
Volunteer Coordinator	Vacant	02/2016	02/2017	Jennifer Vinzenz
Field Manager	Vacant	02/2016	02/2017	Vacant



2. A MESSAGE FROM THE PRESIDENT

2. PRESIDENT'S REPORT

- 2.1. **Help Wanted:** Typically a President's Report associated to the club's Annual General Meeting involves a recap of the past year's successes and recognizing the efforts of all of those that have made that happen over the past year. My message this year reads more as a **"HELP WANTED"** request being issued to our club membership. We certainly have made significant strides forward in the past year. Those accomplishments are a direct result of the hard work of several of our volunteers and the tremendous support of our administrator, Cheri Tilley and our administrative assistant, Cindy Fort. Without their work, you would not have a President to write a report.
- 2.2. **Volunteers Needed:** This February we see several of our hardest working volunteers on the Executive stepping away, each for their own reasons. I want to thank Ryan Sherman, who has moved to Sooke, for his time as our Equipment Manager. This is a role that is crucial to the club and has remained vacant since his departure last summer - **Volunteers??** We also bid farewell to Jamie Barnie, VP of Select - Boys, Jamie's ongoing commitment to coaching two competitive level youth teams and commitments away from the soccer pitch have put him in a position to take a break from the Executive table - **Volunteers??** Lisa Walwork, our VP for Women, also a coach and player is also taking a break from the executive table after many years of dedicated service to our Club - **Volunteers?** Tony Dickson, one of the most recognizable volunteers at our club has stepped away from his role as our VP of House to step into a Directors role at the Upper Island Soccer Association, while Tony will remain a committed member of our club we need to fill his position - **Volunteers??** Our club has also been without a field manager for nearly two years - **Volunteers??**
- 2.3. **Moving Forward:** As we try to find people to step into those roles I look forward to seeing our Club push forward on a variety of fronts in the coming year. We have an opportunity to move forward with our paid Technical Director and work to bring the vision of that position into focus for our club. Our competitive teams are having excellent seasons on all fronts, both adult and youth, and we now move into cup play, it will make for an exciting spring for all involved.
- 2.4. **Island Invitational:** We are proud to Host the Island Invitational Cup here in April, this cup is one of the longest standing youth soccer competitions on Vancouver Island, it looks to be a great weekend of soccer for teams from throughout the island.
- 2.5. **Turf Facility Addition:** We have an opportunity to explore the feasibility of adding a facility adjacent to the Vanier turf field that would add amenities for both players and spectators at that facility. I am happy to have Rob More, our founding Club President step forward to take on this project.



- 2.6. **We need your help:** Our Club celebrates its success based on the energy and commitment of its many volunteers. Those dedicated volunteers need your help to continue to move forward and to enhance the “soccer experience” here in the Comox Valley.

3. TECHNICAL DIRECTOR'S REPORT

3. TECHNICAL DIRECTOR'S REPORT

- 3.1. **Introduction:** I came to the position of technical director of cvusc since August 1, 2015 where I consider my role as a key element in club development. Being involved in some programs that were already implemented. As a small community I have realized the increasing number of talents and I am aware of the issues facing player development. I felt it would be interesting to initiate programs for coaches because better coaches means better players and started the coach mentoring programme or coaching the coaches for select coaches.
- 3.2. **Coach Performance Program:** This initiative provides coaches individual support not only during the training sessions but also organizing workshops in the classroom by working deeply on a specific topic. The aim of the coach mentoring programme or coaching the coaches for select coaches is to provide a comprehensive range of tools and training methods to meet the diverse needs of the coaches.
- 3.2.1. Workshops were held every two weeks and were designed to be delivered in a flexible, accessible and coach friendly style. We believe that the quality of coaching being delivered to our young players is fundamental to their development. In order to enhance and extend this quality of coaching, we organize these workshops throughout the year for all staff. The club also demand that each member of staff has his own individual development plan.
- 3.2.2. Review the current coaching programme. Expose all the staff at the latest thinking and method of delivery of coaching in youth development.
- 3.2.3. Certified courses to get our coaches certified (further to Soccer for life last November and 22 coaches were certified
- March 31 to April 7: Refresher, conducted by Osian Roberts Technical Expert UEFA. And technical director of wales.
 - April 4: Active Start
 - Spring: Learning to train, Fundamentals, date to be determined



- 3.2.4. **Select Coaches:** Enhanced elite coaching and performance for Select Coaches. Select Coaches would be required to produce a log coaching activities and tasks built around their working practices based on the tactical, technical, physical and mental preparation and development of their teams. Every coach will be undertaken with a clear individual action plan designed to meet the on going support required to allow coaches to progress at their own pace.
- 3.3. **House Team Performance:** Priorities will be given to house teams and their coaches to support them in training session, what to teach and how to teach kids at specific age group as well as to teach team how to coach from the sidelines. What instruction to give and more important when to give instructions.
- 3.4. **Youth Development Strategic Plan:** which consists of 2 objectives.
 - 3.4.1. **Coaching:** To implement a consistent technical programme and continually improve throughout the youth structure that nurtures young players to achieve their maximum potential in all our programmes from UDP, CS, HOUSE, SELECT.
 - 3.4.2. **People:** To offer a balanced staff structure that creates a world class learning and development programme, sharing the value and vision of the club in an environment that fosters honesty, excellence, pride and unity. For this.

4. VP DEVELOPMENT

4. VP DEVELOPMENT REPORT

The direction and scope of our development programs continue to be well received there. As our programs continue to mature we've had less problems and questions within the coaching/parent groups and have been able to spent more time delivering and filling gaps that will improve what we now offer.

- 4.1. **Competitive Stream** has morphed into our optimal program for athletes aged U9/10/11 to develop their game. Players receive about 40 training sessions a year along with about 10 jamborees. It's also where our keenest coaches get groomed for the Select and VIPL levels.
- 4.2. **UDP** has become a nice secondary training opportunity for our young athletes to improve at a low cost with the direct guidance of our TD. It will be important to continue finding the balance within our development programs to make sure the UDP program remains strong. We'll be looking to host a couple summer programs this year with our TD taking the lead. Ideally these Summer programs will morph into day long camps, most likely not in 2016.



- 4.3. **Coaching certification** has been the largest accomplishment of 2015, we currently have coaches that are properly certified for the level(s) they are coaching. This is in large part to Mohammed's persistence and an area we've consistently neglected.
- 4.4. **Sponsorship**, for the CS and Select programming has been established, we'll know the success or struggles of this in 2016. It's an exciting step in the right direction and long overdue, hopefully it will be well received.
- 4.5. **House** was successful but not optimal this Fall as the numbers didn't allot for the side-by-side approach at all levels. We noticed a very large gap between CS and non CS athletes within the House program which was a real problem for our less developed athletes who need a place to enjoy the game at a level where they can participate appropriately. The solution will most likely be to combining age groups to allow side-by-side in all age groups.
- 4.6. **Select coaches** have taken appropriate certification and are prepared for the VIPL level. Tony continues to do a nice job with our older tier three athletes and staff, I'd like to see us to officially adopt the model and not give options to the newly incumbent U-14 coaches who worry more about teams that individual development.

In summary I'm very happy with what our club offers and the expertise at which it delivers.

5. VP YOUTH HOUSE

5. VP YOUTH HOUSE REPORT

- 5.1. **Side by Side Game format:** While there are still a number of disgruntled coaches and parents who would rather see a single larger game, a general feeling that this model is helping players become stronger through increased involvement in the game, increased touches under pressure, and increased time on the field. For those who are still resistant, their complaints are at times valid and point to a better application of the model on game days;
 - 5.1.1. Coaches need to work to balance out the games being played. Right now the tendency is to simply split the teams into a stronger and a weaker side and play a strong game and a weak game. The results of this approach are mixed and still beneficial but can certainly be improved by dropping stronger players into the easier game to perfect timing or control or decision making under less pressure, while the more developmental players would certainly benefit from time on a field where the pace and pressure of the game is a more challenging.



- 5.1.2. Shooting into pug nets has been a consistent complaint. This approach increases accuracy and composure in finishing, but true shooting is somewhat limited for our older groups in the side by side model. This past fall we had our U10 boys adding a player as a keeper and playing into the minis. Overall this was a nice progression.
- 5.1.3. Suggestions: better training for coaches and better information out to parents as to the ins and outs and opportunities with this model are needed at the start of each season.
- 5.2. **Joint Training format:** Our teams continue to book fields as joint practice space. I have seen the model employed in several manners:
 - 5.2.1. Melded Approach: One practice plan, three teams, three coaches mix up their teams according to developmental level and progress their players as separate training groups to end in three separate games.
 - 5.2.2. Individual Coach Approach: Three practice plans, three teams, three coaches mix up their teams according to developmental level and progress their groups according to their individual plans for their assigned developmental group to end in three separate games
 - 5.2.3. Team Focus Approach: Three separate plans, three teams, coaches simply share the space on a field and do their own thing with their own teams
 - 5.2.4. Stations Approach: three stations, three coaches, three groups of players rotate through the stations and end in three separate games.

These are the models I have seen employed for joint practice. Each has its merits and its drawbacks. The issue is not the approach, it is the support for each coach so as to feel competent and confident within the practice model. Of primary concern is ensuring that each coach receives the very best of our knowledge in terms of best practice and the support and guidance in terms of employing it to the benefit of their players. A curriculum has been developed for each division and can be employed to ready success. We also have a good number of lead coaches. We need to make sure that these individuals feel comfortable and supported in the responsibility we give them to support our newer coaches. The mentorship model is excellent, but it needs support and fine tuning to ensure all of our coaches are receiving the same message and building towards a shared vision.

- 5.3. **Coaches Meetings:** In the past these have been well attended by our younger age groups. We missed the boat this last fall by not providing some on field demonstrations for Bambinos and Micros. We should also try to implement a strong description and demonstration of a side by side match on Coach Night to get a stronger message across as to how it works and our vision towards this model. Confusion arises in these meetings when not all presenters are providing the same message. The VP of House and the VP of Development have been on the same page delivering the same message for years. New



cooks in the broth brought a lot of confusion to a relatively straight-forward presentation on our philosophy, vision, and approach for House. In the future I suggest we have any new members to their roles limit their discussion to an introduction and an inspirational message of encouragement. Once they have a strong grasp of our approach, they can take more of a role in the presentation.

- 5.4. **Youth Committee:** This has been a strong part of our club in the past. Never historically well attended, but a strong voice none-the-less. I as VP House this past year have not been able to re-implement this artifact in a meaningful manner, mostly due to the overwhelming nature of this position. I suggest this becomes a regular part of the House Liaison's portfolio.
- 5.5. **Highland Site:** Highland has been a fantastic boon for us in terms of bringing some recognized structure to our Soccer Saturdays. The field is in excellent shape, rarely ever closed, and avoids multiple user group conflicts on Saturdays. The town of Comox has developed a very good working relationship with us in relation to this site. Programming is finally structured in terms of Divisions playing times and locations from Bambinos through U10's and the atmosphere is excellent on the site on game day.
 - 5.5.1. 22 20x30 fields are painted on the field in a side by side manner. This allows for 22 teams at any one time for U7-10. With the Micros and Bambinos sharing 4 teams per field we have adequate numbers for our site. In the future we may have to expand to the Brooklyn site for the older groups to ensure space at Highland with access to washrooms for the youngest groups. The town of Comox has cleared out a storage locker on site in the storage room of the concession.
 - 5.5.2. Parking in Comox is an issue and parents seem to insist on using the side roads and ditches as opposed to the available parking in Highland School and Brooklyn. We have been warned on several occasions that our users will be ticketed and fined. To solve this problem we at times have had to send out some pretty heavy handed email messages through our Division Managers. This form of communication is Hit and Miss. Information flow may stop at the Division Manager, or at the coach who is asked to pass on the information to their parents. I suggest in the future we find a way to bypass this communication stream on these matters and go directly from VP House to the parents. Keys for the site open the Highland parking lot, the storage room, and the bathrooms. I have been arriving on site for the past three seasons early in the mornings on Saturdays to set up the fields (especially for the Bambinos and Micros), open the gates, the bathrooms and the storage rooms. Coaches have been good about clean up and have put things back after their last games. I then arrive at the end of the day to close it all up and clean up or re-organize the storage room. This small piece of support to the divisions on this site is extremely important for an efficient and effective game day.
- 5.6. **Registrations, Codes and Conduct, and Criminal Record Checks:** This year has been very interesting in all regards. Specifically, we have had a number of instances where-by I personally have had to intervene in situations related to Codes of Conduct and in one case



Criminal Record Checks. While I will spare you the details of the events I believe that a number of these events can be mitigated through the following:

- 5.6.1. Before a registration can be completed for House Soccer, a parent must read through and “agree to a Parent, Player and Coaches Code of Conduct Agreement”; much like the apple user agreement when you download something. You click, the document comes up, you scroll down to an “agree” or “cancel” button and click before continuing on to payment.
- 5.6.2. All coaches sign a paper copy of their agreement before collecting their gear.
- 5.6.3. If we are a week into the season and a coach has not completed the CR Check we need to suspend them until we have confirmation of completion.
- 5.7. **Mini World Cup** CVUSC has historically supported this event whole heartedly. We continue to support the notion of a participation model for this event and ensure that we enter balanced teams. While this tends to increase work-loads for the Spring Division Managers, it seems to work best when they enter the teams for the Divisions and have a role to play in creating the MWC Teams. We are often under the crunch for this event as we start a Spring Soccer League as most other clubs are wrapping up their House Programs. What this means is that we often do not have an exact picture of our teams and level of participation in the MWC until after registration has been complete. In order to help with this, I again think we could upon registration have a box to click to indicate interest in MWC and the dates that it is on. Aside from this suggestion, I have no real thoughts on how to alleviate the pressure at this time of the year.

6. VP SELECT TEAMS

6. VP SELECT TEAMS REPORT

2015 was a year of transition for the select program on many fronts. Overall the select program has had a great year in terms of numbers, with more teams and players than in the recent past. We have 7 girls' teams (2XU12, 2XU13, U14, U15-16, U16-18) and 8 boys' teams (2XU12, 2XU13, U14, U14-15, U14-16, U16-18).

6.1. Teams Blended and Created by ability:

- 6.1.1. In the 2014-15 season Tony Dickson successfully combined age groups and fielded two U14-16 teams based on ability, rather than the traditional model of forming teams strictly based on birth year. The program was a success in its ability to pool coaches for practices and games and to allow players to develop in a



skill-appropriate setting. For the 2015-16 season Tony proposed the same format and expanded the program to 3 skill-based teams. U16-18, U14-16, and U14-15 teams were created and have had successful seasons to date. The incoming U14 boys' coaches opted to stay strictly with a true 2002-born U14 team for the season. We expect to phase that option out for the 2016-17 season and run the entire select program with blended age groups.

6.1.2. In the 2014-15 season we had one girls' tier 3 select team with combined age groups out of necessity for numbers (U14-15). With an influx of players for the 2015-16 season, the girls program also built two teams based on ability (U16-18 and U15-16). While Tony had done a trial the season before and acted as a lead coach for the boy's program, we didn't have the same leadership with the girls program, which left much of the burden with Claudia to sort out teams and coaches for the season. Going through it for the first time, it was difficult to get coaches to buy into the new selection process. It was decided to leave the U14G strictly as a 2002-born team for the season since, at the time, combined with Campbell River, they seem to have the numbers. Moving forward it will be a great benefit for us to have a TD to oversee tryouts, team selection, and coach selection.

6.1.3. All of these programs successfully welcomed Campbell River players to their respective teams as CRYSA didn't have the numbers to create their own teams (for the entire U14-18 category). We did have some feedback from a few parents questioning whether we should turn away Comox Valley players in favour of players from another city. This is something we will continue to consider

6.2. **UISA Creates Super 8 League for U12/13:** Upper Island soccer became the first BC soccer district to keep U13 players in a Super 8 format, beginning in the 2015/16 season. This was done as a development measure for the age group and BC soccer is monitoring to determine whether to promote the concept to other districts.

6.3. UISA pooled all U12 and U13 teams together to create a combined league. Both boys and girls leagues were split into pools after a seeding round. The boys had enough teams for 3 pools (17 teams) and the girls for 2 pools (11 teams), with games allotted against teams with similar abilities. For the most part this has been a successful venture, with competitive games more often than not and more athletes competing at the select level in U13 in our club than in prior years (when we streamlined to one 11 aside team for each gender). Our prospects for a healthy tier 3 group for our U14-18 group have improved going forward as a result. Some learning's have been taken from this trial season:

6.3.1. BC soccer (under the program's current state) will not allow UISA U13 teams to participate in provincial B cup play due to the fact that our teams don't play in a recognized league in the same format as provincial play (11 aside). This was determined well into the season. This situation has brought forward a number of suggestions (being discussed: will be led and investigated by Tony Dickson on



Comox Valley United Soccer Club

UISA's behalf in the near future) to try to maximize our numbers while assuring that our top athletes can participate in those events.

- 6.3.2. Transfer rules and regulations were created that are far more rigid than in prior years of 8 aside play in UISA.
- 6.3.3. 11 aside Island Cup play has been arranged with LISA, but player transfer and permit rules put in place have made it such that two equally split teams through the year are unable to send a clear-cut "A" squad for the event. As such our girls' entry may need to leave behind a deserving player.
- 6.3.4. In anticipation of this possibility, our U13 boys' team entered "A" and "B" squads for league play. There was plenty of unrest early on for parents and players, as well as team staff. The "A" squad hasn't been able to get quality competition in games every week. The "B" squad has developed well after some trying early games and has had appropriate competition
- 6.3.5. A meeting is set to take place among CVUSC executive members to discuss the merits of combining U12's and U13's completely for play in 2016/17. The concept is to combine teams by ability along the same program merits as our U14-18 group. It is expected that the boys' group will have 5 teams registered for play and the girls will have 4-5 teams. This would pool coaching resources and practices would be run in a group setting.
- 6.4. **Coaching** We have a great group of keen coaches in place, with a blend of new and tenured coaches to our select program. Those without the requisite coaching certification took Soccer for Life that was well attended by the club in November. Our TD also introduced a season practice plan. It focused on specific subjects in 2 weeks blocks (attacking principles, combination plays, defending principles, etc.) Coach-the-coach sessions on Saturday evenings had fairly low attendance. Our TD was also available to attend team practice sessions and that was used by some teams. Overall, the subject plans and team practices attended by our TD were well received.
- 6.5. **Select Challenges** Our oldest teams in tier 3 (both boys and girls) have struggled to find quality competition this year:
 - 6.5.1. Both U18 squads have at best one team in league play that can give them appropriate competition. We will continue to evaluate options, whether formalized exhibitions against lower island teams or VIPL teams, or lower mainland opposition
 - 6.5.2. Our U13 boys "A" squad have had similar struggles to find the right level of competition. This is compounded by the differing play format versus other districts.
 - 6.5.3. It has proven difficult to find the right tournament opportunities for our U13 groups that will offer games for all players due to the format differences and associated



team numbers. We have ideas to make tournaments a smoother and more viable option for next year with blended teams

- 6.5.4. Properly coordinating tryouts, coaches and teams for the girls U14-18 group was difficult the first time around, but we believe that, as it becomes the norm, coaches will buy in. Having a TD in place to oversee tryouts should be helpful in this regard.

7. VP WOMEN

7. VP WOMEN'S REPORT

- 7.1. **Opportunity:** The women's teams continue to thrive – providing playing opportunities to those just exiting your soccer and beyond. As in past seasons, we have 1 team in the top 3 of the league, 2 in the top 5 and the 3rd team fairly close behind that.
- 7.2. **Jerseys:** purchase of 1 team set of jerseys (22 players) out of 'season' in lieu of sponsorship money – due to sponsorship policy not yet being revised.
- 7.3. **Fundraising Tournament:** An incident that occurred during the Revolution's annual fundraising tournament was acted upon quickly and efficiently, however, at significant cost to the team.

8. VP MENS

8. VP MEN'S REPORT

- 8.1. **Season:** Last year saw the men's team finish their first season in Div 1 with a 6th place finish. Although the goal was a top 4 finish they were just 3 points away from finishing in 3rd spot. In Jackson Cup play they unfortunately drew the first place team Cowichan FC in the first game of the tournament with a 3-0 loss. On a positive note however, the away fans support for the Jackson Cup game in Ladysmith was a bigger and louder contingent than the home team fans. With renewed conviction and a hunger for success the men's team have now entered their second season in Div 1 being better prepared and with one more year of experience. With a couple of new additions to the roster they now sit alone in second place and a probable spot in the Provincials for the first time in their history. They are also preparing to take a good run in this year's Jackson Cup.



- 8.2. **Bus:** The team has also purchased a 21 passenger bus to accommodate all team members for away games.
- 8.3. **Sponsorship:** Their current sponsor has now reached it's conclusion so they will be seeking a new sponsor to promote and help with their travelling costs. The team has also participated in the fall UDP program with a few of it's members helping coach and mentoring of the youth participants. The team has also been keen on having youth players join them in their practices, for players to enjoy extra training as well as an environment for players to push themselves. The team is always looking for young and driven players who want to excel and play at the highest level of soccer on the island.
- 8.4. **Fan Support:** The team has also spent a lot of time and energy through a designated PR person to promote the team, the game and an entertainment option for the families and players of the CVUSC. There has been a half-time sponsor for each game where prizes have been given away at half time. The team also had a fundraising raffle the first half of the season. With all the promoting through facebook, twitter, newspaper and radio the fan support for the team has been outstanding.

9. VP MASTERS

9. VP MASTER'S REPORT

- 9.1. **Progress:** Masters soccer continues to flourish here in the valley. All age groups are doing well, and with the new turf field our weekly practices are very well attended.
- 9.2. **New Projects:** this year should be exciting regarding a few projects on the go. Mainly there is interest by us all to get proper washrooms, showers etc built at the turf field complex. As it was with the club house a great deal of the work was done by now Masters players producing many thousands of dollars towards that project. Notably spearheaded by Pat Bell with support from Mike Rodgers doing all the nice counter tops and cupboards we enjoy today. The stone work, fireplace and mantle were donated by masters to us all as well. Again there is great interest now to move on to a new project and support it.



10. TREASURER

2015/2016 PROPOSED BUDGET		
REVENUE	2015 Actual	2015/2016 Proposed Budget
Men	3,200.00	3,000.00
Women	8,092.00	8,000.00
Masters	3,990.00	4,000.00
Select	30,585.00	31,000.00
VIPL	21,555.00	22,000.00
House	199,490.00	195,000.00
UDP	57,673.00	60,000.00
Misc revenue	10,643.00	5,000.00
Interest income	2,751.00	2,000.00
Total	337,979.00	330,000.00
EXPENDITURES	2015 Actual	2015/2016 Proposed Budget
Advertising	1,415.00	5,000.00
Amortization	1,620.00	1,500.00
Bad debts	-	500.00
Field expenses	12,426.00	16,000.00
Insurance	650.00	1,000.00
Interest/bank charges	259.00	500.00
Memberships	48,666.00	48,000.00
Office	8,998.00	6,000.00
Professional fees	3,497.00	2,500.00
Referees	21,138.00	25,000.00
Rentals	5,509.00	5,000.00
Repairs & maintenance	18.00	2,000.00
Salary	40,796.00	45,000.00
Supplies	64,270.00	65,000.00
Team Photos	10,416.00	13,000.00
Telephone	1,462.00	2,400.00
Tournament expenses	23,743.00	20,000.00
Training	38,532.00	60,000.00
Total Expenses	283,415.00	318,400.00
Net Income	54,564.00	11,600.00
* Accounting for second part-time administrator, hired Fall 2014		
** Increase due to low expenditure in 2014 due to Mini World Cup hosting revenues		
*** Professional Services Contract to Vancouver White Caps FC.		



11. SECRETARY

10. SECRETARY'S REPORT

- 10.1. **Sponsorship Policy:** a work in progress Sponsorship has been approved. Sam White has volunteered to be the interim Sponsorship Manager, while it takes off in Spring 2016.
- 10.2. **Competitive Stream Policy:** the policy has been finalized and shared with the Executives, as well as all CS teams. CS Policy will be included in the Youth Procedure and Policy.
- 10.3. **Team Sites:** CS Division and Executive Sites have been created to share all relevant information with easy access, including a Club calendar of events and programs.
- 10.4. **Goals:** Upcoming goals are to work on the website; send out newsletters consistently; update Executive job descriptions; update House and CS package for members and volunteers.

12. EQUIPMENT MANAGER

11. EQUIPMENT MANAGER'S REPORT

- 11.1. **Volunteer required:** This position has been vacant since June 2015 when Ryan Sherman left the position for a move to Sooke. Since that time we have had a collaborative approach in addressing the immediate needs of the club regarding kit and equipment distribution for all of our programs over the past six plus months.
- 11.2. **Inventory:** With a heavy investment in time and energy by our administrative assistant, Cindy Fort, along with support from Cheri Tilley and volunteer extraordinaire, Colleen Skanes we were able to organize and inventory all of our house and select jerseys. The nearly 100 bins are now accurately documented and we are in much better position for our spring house equipment hand-out. The maintenance and upkeep for the club's two storage units has fallen upon President, Paul West, since Ryan's departure. We are well positioned with regards to most of our equipment needs with no significant purchases anticipated during the upcoming year to meet the needs of our house, select and UDP programs. Pug nets previously requested for our house program at Highland are already on order and should be in our possession prior to the kick off of spring house.



- 11.3. **Goals:** While not urgently needed, I would recommend that the club consider the purchase of a set of full size goals for training purposes at the Vanier Turf field.

13. REFEREE IN CHIEF

12. REFEREE IN CHIEF REPORT

- 12.1. Small Sided now full.
12.2. BC Entry Level has 16 signed up

14. DIVISION MANAGER LIAISON

13. DIVISION MANAGER LIAISON'S REPORT

- 13.1. **New Role:** I accepted the invitation to the position of Division Manager Liaison in May 2015 so only have a short time to report on. The responsibilities of the Division Manager Liaison position were a bit unclear at first but once I had attended several Executive meetings I could see areas that pertained to the position where I could help.
- 13.2. **Shortage of Division Managers:** During the fall season there were some divisions without managers so I helped recruit and explain the DM responsibilities. The start of any season is the busiest time for DM's as they send out lots of emails, make teams, field questions etc. I do have experience as a DM. No doubt there will be other tasks that arise as the season progresses and I become more enmeshed in the activities of the CVUSC Executive. I definitely encourage others to get involved. The scope and sequence of what the club does is pretty impressive and they are very open to ideas.
- 13.3. **Spring Season Meeting:** For this spring season I have more plans. I will be coordinating an early DM meeting in March as well as follow up meetings each month.
- 13.4. **Mini World Cup:** The registration for MWC is before the spring season begins so DM's will do all the registration for their division with help.
- 13.5. **Season Wind-Up:** I will also be organizing a wind-up format for each division to follow this year and perhaps into the future. My goal is to help create and implement a consistent format for DM's to follow as well as provide support to them throughout the season.



Hopefully this will encourage more parents to volunteer for the important position of Division Manager.

15. FIELD MANAGER

14. FIELD MANAGER'S REPORT

- 14.1. **Field Conditions:** During the past year we have seen the benefit of our new turf field and the positive impact on our natural grass surfaces. While we did have an unusually mild winter last year, our grass fields fared well due to the reduced use during the winter months. By raising concerns about the condition of the carpets at Woodcote and the encroaching tree line on Valley View # 3 at last year's field users meeting we have been able to have the City replace the carpets at Woodcote with natural grass and a significant amount of tree and shrub overgrowth has been removed from Valley View # 3.
- 14.2. **Field Set-Up Volunteers:** We experienced a challenge when the fall season kicked off regarding field setup and it is hoped that we can be better prepared for that task next season - more volunteers needed.
- 14.3. **Field Lining Machine:** In the short term, We will need to replace one of our field lining machines and purchase new measuring tapes (total expenditure would be less than 1,000 dollars). The twine for all of our lining spools was replaced by a donation made by the grandparents of one of our U12 girls. Other wise I see no significant expenditures required for field related matters during the upcoming year,
- 14.4. **Volunteer Required:** During the upcoming year I am hopeful that a volunteer can be identified to take on this role as it is impossible for me to take care of all that is involved for the long term issues regarding our field needs.