



# The Deep River and Area Minor Soccer Club

## Meeting Minutes

January 21, 2024

7:00 pm

Location: Deep River Public Library

### I. Roll Call

- a. 12 Members in attendance. Quorum is 10 members or 10% of the membership ( $10\% \times 323 = 32.3$ ), whichever is lower. Quorum is met. See Appendix A.

### II. Approval of Minutes from 2022 AGM

- a. **Motion 2024-01-21-01** - Stephen motioned to approve minutes as written. Seconded by Michael. Motion carried.

### III. President's Report

- a. See Appendix B

### IV. Treasurer's Report

- a. See Appendix C  
**Motion 2024-01-21-02** Amanda motioned to accept the Treasurer's Report. Stephen seconded. Carried.
- b. Current balance as of December 31, 2023 is \$27 975.13.  
**Motion 2024-01-21-03** Stephen motioned to accept the Balance Sheet. Miranda seconded. Carried.

### V. Auditor's Report

- a. Presented by email to the Executive on October 24, 2023. **Motion 2023-10-24-01** Cheryl moved for the draft financial report for 2022 prepared by Rod Sinclair of BakerTilly to be accepted. Martin seconded. Carried.
- b. **Motion 2023-01-21-04** Cheryl moved for the draft financial report for 2022 prepared by Rod Sinclair of BakerTilly to be accepted by the membership in attendance at the Annual General Meeting. Stephen seconded. Carried. See Appendix D.

### VI. Appointment of Auditors

- a. **Motion 2024-01-21-05** Cheryl motioned to appoint Rod Sinclair of BakerTilly as Auditor for the 2024 season. Stephen seconded. Carried.

### VII. Membership Fees

- a. **Motion 2024-01-21-06** Michael motioned to increase the fees by a minimum of \$10 for the 2024 season. Amanda seconded. Carried.

### VIII. Other Reports

- a. Head Referee Report
  - i. Second year small-sided referees will be provided with Assistant Referee (AR) training to allow them the opportunity to AR U12 games. Refresher training for returning referees will be mandatory; training to take place in the spring in Renfrew and Deep River. Entry



## **The Deep River and Area Minor Soccer Club**

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level and Youth referees will be required to referee a minimum of 5 games before being eligible for a refund for the training course, and Small-Sided referees will be required to referee a minimum of 3 games before being eligible for a refund for the training course. Technical areas will be painted at all fields and will be enforced by referees.

- b. Administrator's Report
  - i. See Appendix E

#### IX. Roll Call

- a. Quorum still met

#### X. Election of Vice-President, Treasurer, Secretary, and Members at Large

- a. Currently these positions are vacant and Martin will reach out to seek volunteers to fill these positions.

#### XIV. New Business

- a. Quality Soccer Provider
  - i. Requirement from Soccer Canada that DRAMSC become a quality soccer provider. DRAMSC has begun the process.

#### XV. Adjournment

Meeting adjourned at 8:37 pm.



**The Deep River and Area Minor Soccer Club**  
Meeting Minutes

**Appendix A**

**The Deep River & Area Minor Soccer Club**  
**Annual General Meeting, January 21, 2024**

**ROLL CALL SIGN-IN**

	<u><b>NAME</b></u>	<u><b>E-MAIL ADDRESS</b></u>	<u><b>PHONE NUMBER</b></u>
<b>1</b>	Martin Smith	president@dramsc.ca	(343) 369-3036
<b>2</b>	Cameron Hopkins	cameron344728@gmail.com	(343) 633-9157
<b>3</b>	Stephen Hopkins	shopkins709@gmail.com	(613) 559-0076
<b>4</b>	Cheryl Smith	grvychic@gmail.com	(613) 584-9827
<b>5</b>	Ashleigh Wolfe	wolfe.ashleigh04@gmail.com	(905) 518-4804
<b>6</b>	Stephanie Donnelly	donnelly_stephanie.hotmail.com	(613) 281-9922
<b>7</b>	Lyndsay Couture	lyndsay.couture@hotmail.com	(613) 585-0050
<b>8</b>	Amanda Morrow	mandy.morrow333@gmail.com	(613) 585-9508
<b>9</b>	Michael Gagne	headref@dramsc.ca	(437) 928-4286
<b>10</b>	Miranda Kittmer	mldakin@yahoo.com	(613) 717-3303
<b>11</b>	Kieran Sykes	olkijo2019@gmail.com	(613) 584-1838
<b>12</b>	Josane Nunes	jcn44beach@gmail.com	(613) 584-1838



# **The Deep River and Area Minor Soccer Club**

## **Meeting Minutes**

### **Appendix B**

#### **President's Report**

##### **DRAMSC Annual General Meeting; January 21, 2024**

###### **President's Address**

Having taken over at last year's AGM, the 2023 outdoor season was my first as President of DRAMSC. My report here also includes some aspects of my other roles as Head Coach and Valley United Soccer League (VUSL) Representative.

As usual, the format for the 2023 outdoor season was discussed in a series of meetings of the VUSL. Discussions were, once again, very civil, and the divisions were organized to minimize the number of players without a team. As in many previous years, all five clubs (Deep River, Petawawa, Pembroke, Renfrew, and Opeongo) participated in the VUSL.

Deep River entered teams in all divisions: U10B (three teams), U10G (two teams), U12B (two teams), 12G, U14B, U15G, U18B, and U19G. Deep River teams competed well in all divisions. U10 and U12 Select teams also competed in Select days in the Ottawa Valley and festivals further afield. We also had very strong numbers in U6 and U8 this year, which bodes well for the future, and the indoor soccer programs are again going well this winter.

There were some issues with onboarding of new coaches, particularly in the younger age groups. The pandemic took away much of the continuity we have enjoyed in previous years and some new coaches were left without adequate instruction. In 2024 and future years, I will address this in my role as Head Coach by organizing meetings with the coaches at the start of the season.

The referees in Deep River once again did a great job. We again had several new, young referees this year. I would like to thank all the referees, the Head Referee, Michael Gagne, and the Referee Coordinator, Cheryl Smith.

This was our first year using the E2E online soccer management software across the VUSL. There were some initial teething troubles, as expected, but the software generally made life easier for everyone involved with administration, refereeing, and coaching. We will continue using E2E in 2024 and future years.

This year, I am sorry to see Cheryl and Miranda leaving the DRAMSC Executive. Both have been on the Executive for several years and have made a big impact on the club; both were instrumental in helping us through the difficult pandemic



## The Deep River and Area Minor Soccer Club

### Meeting Minutes

#### Appendix B (continued)

years. Miranda leaves as Secretary and this will be her last meeting taking the minutes. Thank you, Miranda. Cheryl has worn many hats over the years and is leaving her roles as Administrator, Registrar, Treasurer, and Referee Coordinator. Thank you, Cheryl. Cheryl will continue as VUSL President so she will still be involved in soccer in that role.

I would like to welcome Stephanie Donnelly as the new Administrator and Registrar. Stephanie will be working with me and Cheryl over the next few weeks to become familiar with her new roles. The obvious first goal is to open registration by February 1. Welcome, Stephanie.

Clearly, the departures of Cheryl and Miranda leave big gaps on the DRAMSC Executive. Those gaps will be discussed later in this meeting. We have a lot of work to do – particularly with new rules coming into effect, which require DRAMSC to become a Quality Soccer Provider – and we need more people to help.

Thank you, everyone, for being here this evening. Despite the snow, it is time to start looking forward to the 2024 outdoor season.

*Martin Smith*  
*DRAMSC President*



**The Deep River and Area Minor Soccer Club**  
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**Appendix C**

3:17 PM  
01/21/24  
Accrual Basis

**Deep River & Area Minor Soccer Club**  
**Balance Sheet**  
As of December 31, 2023

	<u>Dec 31, 23</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Chequing/Savings</b>	
1000 - Chequing	26,582.39
1010 - Membership Share	25.00
<b>Total Chequing/Savings</b>	<u>26,607.39</u>
<b>Accounts Receivable</b>	
1200 - Accounts Receivable	835.25
<b>Total Accounts Receivable</b>	<u>835.25</u>
<b>Other Current Assets</b>	
1400 - Prepaid Expenses	212.49
<b>Total Other Current Assets</b>	<u>212.49</u>
<b>Total Current Assets</b>	<u>27,655.13</u>
<b>TOTAL ASSETS</b>	<u><u>27,655.13</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 - Accounts Payable	848.07
<b>Total Accounts Payable</b>	<u>848.07</u>
<b>Total Current Liabilities</b>	<u>848.07</u>
<b>Total Liabilities</b>	848.07
<b>Equity</b>	
3000 - Opening Bal Equity	4,339.09
3900 - Retained Earnings	25,635.78
Net Income	-3,167.81
<b>Total Equity</b>	<u>26,807.06</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>27,655.13</u></u>



**The Deep River and Area Minor Soccer Club**  
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**Appendix C (continued)**

4:35 PM  
01/20/24  
Accrual Basis

**Deep River & Area Minor Soccer Club**  
**Balance Sheet**  
As of December 31, 2023

	<u>Dec 31, 23</u>
<b>ASSETS</b>	
Current Assets	
Chequing/Savings	
1000 - Chequing	26,582.39
1010 - Membership Share	25.00
Total Chequing/Savings	<u>26,607.39</u>
Accounts Receivable	
1200 - Accounts Receivable	1,155.25
Total Accounts Receivable	<u>1,155.25</u>
Other Current Assets	
1400 - Prepaid Expenses	212.49
Total Other Current Assets	<u>212.49</u>
Total Current Assets	<u>27,975.13</u>
<b>TOTAL ASSETS</b>	<b><u>27,975.13</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 - Accounts Payable	848.07
Total Accounts Payable	<u>848.07</u>
Total Current Liabilities	<u>848.07</u>
Total Liabilities	848.07
Equity	
3000 - Opening Bal Equity	4,339.09
3900 - Retained Earnings	25,635.78
Net Income	-2,847.81
Total Equity	<u>27,127.06</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>27,975.13</u></b>



# The Deep River and Area Minor Soccer Club

## Meeting Minutes

### Appendix C (continued)

3:20 PM

01/21/24

Accrual Basis

### Deep River & Area Minor Soccer Club Profit & Loss Prev Year Comparison January through December 2023

	Jan - Dec 23	Jan - Dec 22	\$ Change
<b>Income</b>			
4000 · Awards & Grants	0.00	2,515.81	-2,515.81
4020 · Donations	14.00	0.00	14.00
4070 · Misc Income	15.00	0.00	15.00
<b>4090 · Registration Fees</b>			
4093 · Registration - Indoor Soccer	860.00	1,090.00	-230.00
4094 · Registration Fees - Select	800.00	975.00	-175.00
4096 · Registration Fees - U6	5,925.00	5,895.00	30.00
4097 · Registration Fees - U8	7,330.00	6,120.00	1,210.00
4098 · Registration Fees - U10	9,904.38	11,112.50	-1,208.12
4099 · Registration Fees - U12	8,350.00	5,270.00	3,080.00
4100 · Registration Fees - U13	3,367.50	2,945.00	422.50
4101 · Registration Fees - U14	3,730.00	1,860.00	1,870.00
4102 · Registration Fees - U15	1,495.00	1,860.00	-365.00
4103 · Registration Fees - U16	2,060.00	155.00	1,905.00
4104 · Registration Fees - U17	1,745.00	1,155.00	590.00
4105 · Registration Fees - U18	720.00	1,550.00	-830.00
4106 · Registration Fees - U19	360.00	310.00	50.00
4108 · Discounts	-1,659.00	-1,520.00	-139.00
4109 · Player Sponsorship	-1,450.00	-255.00	-1,195.00
4110 · Coaching Incentives	-677.50	0.00	-677.50
<b>Total 4090 · Registration Fees</b>	<b>42,860.38</b>	<b>38,522.50</b>	<b>4,337.88</b>
4150 · Course Registrations	4,625.00	0.00	4,625.00
4999 · Uncategorized Income	0.00	0.00	0.00
<b>Total Income</b>	<b>47,514.38</b>	<b>41,038.31</b>	<b>6,476.07</b>
<b>Gross Profit</b>	<b>47,514.38</b>	<b>41,038.31</b>	<b>6,476.07</b>
<b>Expense</b>			
<b>5010 · Bank Charges</b>			
5012 · Service Charge	192.01	53.50	138.51
<b>Total 5010 · Bank Charges</b>	<b>192.01</b>	<b>53.50</b>	<b>138.51</b>
<b>5020 · Clinics</b>			
5021 · Coaching Clinics	6,060.00	0.00	6,060.00
5023 · Referee Clinics	1,370.00	680.00	690.00
5025 · Respect in Sport	424.24	237.30	186.94
<b>Total 5020 · Clinics</b>	<b>7,854.24</b>	<b>917.30</b>	<b>6,936.94</b>
<b>5030 · Club Operations</b>			
5032 · Administration	3,068.24	3,008.00	60.24
5033 · Advertising	208.10	107.07	101.03
5034 · AGM	30.00	0.00	30.00
5038 · Director Insurance	840.89	818.44	22.45
5044 · Website, Registration & Apps	1,654.12	1,821.82	-167.70
5046 · Postage	0.00	10.40	-10.40
5051 · Team Photos	182.50	0.00	182.50
5052 · Office Supplies	0.00	13.76	-13.76
5053 · Travel	0.00	39.50	-39.50
5054 · Venue Rental	35.00	0.00	35.00
5055 · Professional Fees	1,638.50	1,412.50	226.00
<b>5056 · Field Expenses</b>			
5059 · Field Rental	7,312.07	5,232.02	2,080.05
<b>Total 5056 · Field Expenses</b>	<b>7,312.07</b>	<b>5,232.02</b>	<b>2,080.05</b>
<b>5060 · Equipment</b>			
5061 · Uniforms	9,153.47	7,480.87	1,672.60
5062 · Misc Equipment	3,789.39	9,146.91	-5,357.52
<b>Total 5060 · Equipment</b>	<b>12,942.86</b>	<b>16,627.78</b>	<b>-3,684.92</b>



**The Deep River and Area Minor Soccer Club**  
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**Appendix C (continued)**

3:20 PM

01/21/24

Accrual Basis

**Deep River & Area Minor Soccer Club**  
**Profit & Loss Prev Year Comparison**  
**January through December 2023**

	Jan - Dec 23	Jan - Dec 22	\$ Change
5070 · Referee Pay	4,624.91	2,897.00	1,727.91
5071 · Liability Insurance	1,127.21	1,058.01	69.20
5072 · Gifts	140.70	0.00	140.70
<b>Total 5030 · Club Operations</b>	<b>33,805.10</b>	<b>33,046.30</b>	<b>758.80</b>
5130 · Other Memberships			
5131 · Canada Soccer	3,258.00	2,898.00	360.00
<b>Total 5130 · Other Memberships</b>	<b>3,258.00</b>	<b>2,898.00</b>	<b>360.00</b>
5140 · District Fees			
5141 · Club Affiliation Fee	166.67	250.00	-83.33
5142 · Player ID Cards	0.00	201.50	-201.50
5143 · Player Registration Fees	928.00	1,021.00	-93.00
5145 · AHEG Approval	20.00	10.00	10.00
5147 · Playing Out Permission	0.00	30.00	-30.00
5149 · Travel Permits	20.00	60.00	-40.00
<b>Total 5140 · District Fees</b>	<b>1,134.67</b>	<b>1,572.50</b>	<b>-437.83</b>
5170 · Ontario Soccer			
5163 · Referee Registration Fees	555.00	443.33	111.67
5171 · Player Registration Fees	543.10	263.14	279.96
<b>Total 5170 · Ontario Soccer</b>	<b>1,098.10</b>	<b>706.47</b>	<b>391.63</b>
5180 · Tournaments			
5181 · Entry Fees	413.00	2,195.00	-1,782.00
<b>Total 5180 · Tournaments</b>	<b>413.00</b>	<b>2,195.00</b>	<b>-1,782.00</b>
5200 · VUSL			
5201 · League Costs	977.07	1,297.42	-320.35
5203 · Team Registration	1,950.00	650.00	1,300.00
<b>Total 5200 · VUSL</b>	<b>2,927.07</b>	<b>1,947.42</b>	<b>979.65</b>
5999 · Uncategorized Expenses	0.00	0.00	0.00
<b>Total Expense</b>	<b>50,682.19</b>	<b>43,336.49</b>	<b>7,345.70</b>
<b>Net Income</b>	<b>-3,167.81</b>	<b>-2,298.18</b>	<b>-869.63</b>



**The Deep River and Area Minor Soccer Club**  
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**Appendix C (continued)**

3:20 PM  
01/21/24  
Accrual Basis

**Deep River & Area Minor Soccer Club**  
**Profit & Loss Prev Year Comparison**  
January through December 2023

	% Change
<b>Income</b>	
4000 - Awards & Grants	-100.0%
4020 - Donations	100.0%
4070 - Misc Income	100.0%
4090 - Registration Fees	
4093 - Registration - Indoor Soccer	-21.1%
4094 - Registration Fees - Select	-18.0%
4096 - Registration Fees - U6	0.5%
4097 - Registration Fees - U8	19.8%
4098 - Registration Fees - U10	-10.9%
4099 - Registration Fees - U12	58.4%
4100 - Registration Fees - U13	14.4%
4101 - Registration Fees - U14	100.5%
4102 - Registration Fees - U15	-19.6%
4103 - Registration Fees - U16	1,229.0%
4104 - Registration Fees - U17	51.1%
4105 - Registration Fees - U18	-53.6%
4106 - Registration Fees - U19	16.1%
4108 - Discounts	-9.1%
4109 - Player Sponsorship	-468.6%
4110 - Coaching Incentives	-100.0%
<b>Total 4090 - Registration Fees</b>	<b>11.3%</b>
4150 - Course Registrations	100.0%
4999 - Uncategorized Income	0.0%
<b>Total Income</b>	<b>15.8%</b>
<b>Gross Profit</b>	<b>15.8%</b>
<b>Expense</b>	
5010 - Bank Charges	
5012 - Service Charge	258.9%
<b>Total 5010 - Bank Charges</b>	<b>258.9%</b>
5020 - Clinics	
5021 - Coaching Clinics	100.0%
5023 - Referee Clinics	101.5%
5025 - Respect in Sport	78.8%
<b>Total 5020 - Clinics</b>	<b>756.2%</b>
5030 - Club Operations	
5032 - Administration	2.0%
5033 - Advertising	94.4%
5034 - AGM	100.0%
5038 - Director Insurance	2.7%
5044 - Website, Registration & Apps	-9.2%
5046 - Postage	-100.0%
5051 - Team Photos	100.0%
5052 - Office Supplies	-100.0%
5053 - Travel	-100.0%
5054 - Venue Rental	100.0%
5055 - Professional Fees	16.0%
5056 - Field Expenses	
5059 - Field Rental	39.8%
<b>Total 5056 - Field Expenses</b>	<b>39.8%</b>
5060 - Equipment	
5061 - Uniforms	22.4%
5062 - Misc Equipment	-58.6%
<b>Total 5060 - Equipment</b>	<b>-22.2%</b>



**The Deep River and Area Minor Soccer Club**  
Meeting Minutes

**Appendix C (continued)**

3:20 PM  
01/21/24  
Accrual Basis

**Deep River & Area Minor Soccer Club**  
**Profit & Loss Prev Year Comparison**  
January through December 2023

	% Change
5070 · Referee Pay	59.6%
5071 · Liability Insurance	6.5%
5072 · Gifts	100.0%
<b>Total 5030 · Club Operations</b>	<b>2.3%</b>
5130 · Other Memberships	
5131 · Canada Soccer	12.4%
<b>Total 5130 · Other Memberships</b>	<b>12.4%</b>
5140 · District Fees	
5141 · Club Affiliation Fee	-33.3%
5142 · Player ID Cards	-100.0%
5143 · Player Registration Fees	-9.1%
5145 · AHEG Approval	100.0%
5147 · Playing Out Permission	-100.0%
5149 · Travel Permits	-66.7%
<b>Total 5140 · District Fees</b>	<b>-27.8%</b>
5170 · Ontario Soccer	
5163 · Referee Registration Fees	25.2%
5171 · Player Registration Fees	106.4%
<b>Total 5170 · Ontario Soccer</b>	<b>55.4%</b>
5180 · Tournaments	
5181 · Entry Fees	-81.2%
<b>Total 5180 · Tournaments</b>	<b>-81.2%</b>
5200 · VUSL	
5201 · League Costs	-24.7%
5203 · Team Registration	200.0%
<b>Total 5200 · VUSL</b>	<b>50.3%</b>
5999 · Uncategorized Expenses	0.0%
<b>Total Expense</b>	<b>17.0%</b>
<b>Net Income</b>	<b>-37.8%</b>



**The Deep River and Area Minor Soccer Club**  
Meeting Minutes

**Appendix D**

**THE DEEP RIVER & AREA MINOR SOCCER CLUB**  
**Financial Statements**  
**Year Ended December 31, 2022**

*Draft for discussion purposes only*



**The Deep River and Area Minor Soccer Club**  
Meeting Minutes

**Appendix D (continued)**

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**THE DEEP RIVER & AREA MINOR SOCCER CLUB**  
**Index to Financial Statements**  
**Year Ended December 31, 2022**

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*Draft for discussion purposes only*



**The Deep River and Area Minor Soccer Club**  
Meeting Minutes

**Appendix D (continued)**

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**INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT**

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To the Members and Directors of The Deep River & Area Minor Soccer Club

We have reviewed the accompanying financial statements of The Deep River & Area Minor Soccer Club (the organization) that comprise the statement of financial position as at December 31, 2022, and the statements of changes in net assets, operations and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

*Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO), and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

*Practitioner's Responsibility*

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

(continues)



**The Deep River and Area Minor Soccer Club**  
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**Appendix D (continued)**

Independent Practitioner's Review Engagement Report to the Members and Directors of The Deep River & Area Minor Soccer Club *(continued)*

*Conclusion*

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of The Deep River & Area Minor Soccer Club as at December 31, 2022, and the results of its operations and its cash flows for the year then ended in accordance with ASNPO.

Pembroke, Ontario  
October 24, 2023

Chartered Professional Accountants, Licensed Public Accountants

Draft for discussion purposes only



**The Deep River and Area Minor Soccer Club**  
Meeting Minutes

**Appendix D (continued)**

<b>THE DEEP RIVER &amp; AREA MINOR SOCCER CLUB</b>		
<b>Statement of Financial Position</b>		
<b>December 31, 2022</b>		
	<b>2022</b>	<b>2021</b>
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 31,050	\$ 32,486
Accounts receivable	415	-
Prepaid expenses	812	880
	<b>\$ 32,277</b>	<b>\$ 33,366</b>
<b>LIABILITIES</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities	\$ 2,222	\$ 1,013
<b>NET ASSETS</b>		
Unrestricted net assets	30,055	32,353
	<b>\$ 32,277</b>	<b>\$ 33,366</b>

Draft for discussion purposes only

**ON BEHALF OF THE BOARD**

\_\_\_\_\_ *President*

\_\_\_\_\_ *Treasurer*

The accompanying notes are an integral part of these financial statements



**The Deep River and Area Minor Soccer Club**  
Meeting Minutes

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**THE DEEP RIVER & AREA MINOR SOCCER CLUB**  
**Statement of Changes in Net Assets**  
**Year Ended December 31, 2022**

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	2022	2021
<b>NET ASSETS - BEGINNING OF YEAR</b>	<b>\$ 32,353</b>	<b>\$ 22,414</b>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>(2,298)</b>	<b>9,939</b>
<b>NET ASSETS - END OF YEAR</b>	<b>\$ 30,055</b>	<b>\$ 32,353</b>

Draft for discussion purposes only

The accompanying notes are an integral part of these financial statements



**The Deep River and Area Minor Soccer Club**  
Meeting Minutes

**Appendix D (continued)**

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**THE DEEP RIVER & AREA MINOR SOCCER CLUB**  
**Statement of Operations**  
**Year Ended December 31, 2022**

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	2022	2021
<b>REVENUE</b>		
Registration fees	\$ 38,523	\$ 26,022
Sponsorships and miscellaneous	2,516	2,216
	<u>41,039</u>	<u>28,238</u>
<b>EXPENSES</b>		
Administration	3,000	2,000
Advertising and promotion	107	107
Bank charges	54	51
Clinics	917	237
Fees and memberships	6,923	4,499
Field rental	5,232	3,262
Insurance	1,058	-
Office and miscellaneous	19,541	4,165
Professional fees	1,413	1,372
Referee fees	2,897	2,131
Tournament fees	2,195	475
	<u>43,337</u>	<u>18,299</u>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>\$ (2,298)</b>	<b>\$ 9,939</b>

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The accompanying notes are an integral part of these financial statements.



**The Deep River and Area Minor Soccer Club**  
Meeting Minutes

**Appendix D (continued)**

<b>THE DEEP RIVER &amp; AREA MINOR SOCCER CLUB</b>		
<b>Statement of Cash Flows</b>		
<b>Year Ended December 31, 2022</b>		
	<b>2022</b>	<b>2021</b>
<b>OPERATING ACTIVITIES</b>		
Excess (deficiency) of revenue over expenses	<b>\$ (2,298)</b>	<b>\$ 9,939</b>
Changes in non-cash working capital:		
Accounts receivable	<b>(415)</b>	<b>-</b>
Prepaid expenses	<b>68</b>	<b>186</b>
Accounts payable and accrued liabilities	<b>1,209</b>	<b>63</b>
	<b>862</b>	<b>249</b>
Cash flow from (used by) operating activities	<b>(1,436)</b>	<b>10,188</b>
<b>INCREASE (DECREASE) IN CASH FLOW</b>	<b>(1,436)</b>	<b>10,188</b>
<b>CASH - BEGINNING OF YEAR</b>	<b>32,486</b>	<b>22,298</b>
<b>CASH - END OF YEAR</b>	<b>\$ 31,050</b>	<b>\$ 32,486</b>

The accompanying notes are an integral part of these financial statements



**The Deep River and Area Minor Soccer Club**  
Meeting Minutes

**Appendix D (continued)**

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**THE DEEP RIVER & AREA MINOR SOCCER CLUB**  
**Notes to Financial Statements**  
**Year Ended December 31, 2022**

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**1. PURPOSE OF THE ORGANIZATION**

The Deep River & Area Minor Soccer Club (the "organization") is a not-for-profit organization of Ontario. Management has determined that they are exempt from payment of income tax under Section 149(1) of the Income Tax Act.

The organization operates a minor soccer league serving children and youth in the Deep River and surrounding area.

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**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO) and, in management's opinion, with consideration of materiality and within the framework of the following accounting policies:

Cash

Cash is defined as cash on hand, cash on deposit and short term deposits with a maturity date of less than 90 days, net of cheques outstanding at the reporting date.

Contributed services

The operations of the organization depend on both the contribution of time by volunteers and donated materials from various sources. The fair value of donated materials and services cannot be reasonably determined and are therefore not reflected in these financial statements.

Financial instruments

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

Revenue recognition

The Deep River & Area Minor Soccer Club follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Endowment contributions are recognized as direct increases in net assets.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

*(continues)*

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**The Deep River and Area Minor Soccer Club**  
Meeting Minutes

**Appendix D (continued)**

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**THE DEEP RIVER & AREA MINOR SOCCER CLUB**  
**Notes to Financial Statements**  
**Year Ended December 31, 2022**

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**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Tangible Capital Assets

The organization has elected to apply Accounting Standards for not-for-profit organizations paragraph 4431.38 - *Tangible Capital Assets Held by Small Organizations*. Under this standard, given that the organization meets the criteria of a small organization, they are not required to follow the standards required under section 4421. As such, the organization has elected to expense capital assets in the year acquired.

Measurement Uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Management uses estimates to determine valuation allowances for accounts receivable and accrued liabilities. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could vary from those estimates.

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**3. FINANCIAL INSTRUMENTS**

The organization is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the organization's risk exposure and concentration as of December 31, 2022.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The organization is exposed to this risk mainly in respect of its accounts payable.

Unless otherwise noted, it is management's opinion that the organization is not exposed to significant other price risks arising from these financial instruments.

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**4. TANGIBLE CAPITAL ASSETS**

The organization expensed sports equipment in the current year in the amount of \$9,147 (2021 - \$1,235).

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**The Deep River and Area Minor Soccer Club**  
Meeting Minutes

**Appendix E**



**Deep River and Area Minor Soccer Club**  
**Annual General Meeting for 2023**  
**January 21, 2024**

**Administrator's Report**

Cheryl A. Smith

***Registrations***

**Total Number of Club Members:** 409

**Total volunteer registrations** (coaches, managers, parent helpers, student volunteers): 75

Team Officials & Parent Helpers	Student Volunteers
75	0

**Outdoor Registrations:** 335 registrations received, 323 remained active through the season.

	2023	2022	Difference
U6	57	63	-9.5%
U8	79	69	14.5%
U10	59	69	-14.5%
U12	52	35	48%
U13	20	25	-20%
U14	23	6	283%
U15	7	14	-50%
U16	13	2	550%
U17	7	10	-30%
U18	4	8	-50%
U19	2	2	-
<b>Total active player registrations @ end of season</b>	<b>323</b>	<b>303</b>	<b>6.6%</b>



# The Deep River and Area Minor Soccer Club

## Meeting Minutes

### Appendix E (continued)

**Indoors:** 48 registrations received, down from 80 the year before. Not all players attend regularly.

Based on division for 2024:

U9	6
U10	9
U11	9
U12	6
U13	2
U14	5
U15	6
U16	-
U17	5
U18	-
	<b>48</b>

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#### *Administrative*

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Opening registration earlier than usual and instituting three tiers of fees paid off. Most of the registrations were in during the Early Bird period. A few more trickled in during the Regular fee period. Martin and I decided that since we accomplished what was necessary (getting the bulk of registrations in by the time VUSL needed numbers), we wouldn't go to the Late fee period.

There was a higher number of players sponsored by JumpStart this year and by the club. Two players have been identified as usually needing the support from the club and it is planned for. The rest were costs absorbed by the club for various reasons.

Finding coaches was difficult again. An incentive was presented to get coaches to start getting on track with the new Canada Soccer requirements. Ten coaches took advantage of this with almost all not only completing Coaching in Canada, but also participating in the practical portion of their courses.

The smoke days created havoc throughout the valley with games being canceled. Regardless of what the decision was, there were bound to be parents unhappy. On the flip side, there were very few humidex days.



**The Deep River and Area Minor Soccer Club**  
Meeting Minutes

**Appendix E (continued)**

This is my final report as the Administrator for DRAMSC. Stephanie Donnelly has been selected to take my place. I look forward to working with her to bring her up to speed and hope she's up for a good, but rewarding challenge. It is with mixed feelings that I'm leaving DRAMSC. I never expected to find myself so involved in any sport, let alone one I really disliked before I became a parent. This role has stretched me, strengthened me and humbled me. I hope I left as positive of a mark on the club as it has on me.

*Cheryl A. Smith*