

Executive Position: Admin (In-Training)

Season: Start May 2019

Name: Karin Kathler



2019 Admin-in-Training Report

Observations: I started out this season, training to be the new League Administrator and start full-time effective November 1st, 2019.

During this training time, I have had my eyes opened wide to what goes into running a League of this size!

KWSL is a well-run league by it's hardworking executive! They have impressed upon me their dedication and their commitment to ensure a thoughtful, steady form of governance. They meet every month, many times more, to ensure all issues are dealt with in a timely manner. The views, opinions and correspondence from the KWSL Membership at large is respected, discussed and taken to heart. No decision by this executive is made lightly. The Board is committed to an effective, efficient and fiscally-sound operation. They look at all areas to ensure we continue down a sustainable track for the future of our League. The Executive Board is committed to listen, learn, implement changes and ideas for the Good of the Game!

My goal is to continue to help the KWSL Executive execute league business to the best of their abilities and support them to ensure success!

Regards,

Karin Kathler

KWSL Administrator

KWSL League Title Sponsor:



Other Sponsors:



Executive Position: Treasurer

Season: 2019

Name: Donna Sauter

Number of Years on the Executive: 5



2019 Treasurer Report

Financial statements for fiscal year-end October 31, 2019, are emailed to all Team Managers prior to the Annual General Meeting (AGM). Team managers are responsible for sharing this information with their players, particularly the team representatives attending the AGM.

Okanagan Centre for Sport: (CORE) Project

Doug Manning, representative for CORE, will be presenting the Okanagan Centre for Sport project to KWSL members before the AGM on November 28th. KWSL members will be voting on Friday, November 29th, whether the KWSL will be participating in the project. **History:** The KWSL Executive were approached regarding an Okanagan Centre for Sports and a KWSL letter of support for the proposal was submitted to the City of Kelowna in October of 2018. Follow up for the project next came in July 2019 and a meeting became possible in September 2019 for all parties involved. Information was then communicated to all members of the KWSL via email on October 8th. The Executive has firmly communicated to CORE that this project and expenditure of KWSL monies will be decided by League majority.

Observations:

The year-end statements reflect a surplus of \$15,400 mostly attributable to fewer scheduled games and lower than anticipated costs for fields and officials. Although there were 34 registered teams in 2019, compared to 35 in 2018, Division 1 and Division 3 consisted of nine teams resulting in a bye week for each of those divisions. The 2019 Budget was based upon 35 teams and 17 games per week for a total of 340 games. Actual costs reflect 320 games scheduled less one early forfeit for a total 319 games during the 2019 season and savings for officials (\$6,125) and field contracts (\$5,330).

Goals met in 2019:

- Mobile cheque deposit set up with the KWSL bank to reduce fuel reimbursement costs.
- Auto-deposit of all payments, except League Fees, implemented for ease of team payments.
- Worked with the Administrator(s) to ensure the timely payment of invoices and referees.
- Proactive in the collection of referee information within the set limitations.

Comments:

It is imperative the League continue to incrementally increase League fees on a consistent basis to meet a variety of upcoming opportunities and obligations. The CORE project, whether KWSL members vote in or not, shows the KWSL must put measures in place to ensure the growth of the League and its ability to capitalize on opportunities. The CORE project ties closely to the bookings of the Rutland fields and KWSL may need to explore alternate solutions. Fields in the Okanagan have been declining in availability and in condition. As one of the main expenditures, contract costs for field rental and maintenance are only going to increase. Concerns also surround the trend of decreased availability of officials and providing competitive rates for the KWSL referees and assistant referees is another important expense to be considered for the League.

KWSL League Title Sponsor:



Other Sponsors:



Executive Position: Treasurer

Season: 2019

Name: Donna Sauter

Number of Years on the Executive: 5



Goals for the 2020 season:

- Explore higher earning investment opportunities for the KWSL current GIC.
- Work with the Administrator & Registrar in creating efficiencies for team and player payment tracking.
- Review for feasibility a KWSL per player cost for contribution to capital project savings.
- Continue working relationship with Referee in Chief to:
 - Support referee development
 - Select candidates for bursary awards
 - Request updates to the Referee Direct Deposit form to include a signature date and submission of Void Chq or Direct Deposit Bank form in confirmation of provided information to ensure officials are paid accurately and on time.
 - Monitor League official's adherence to KWSL Bylaws for future implementation of referee fee increases.

Respectfully,

Donna Sauter

2019 KWSL Treasurer

Executive Position: Scheduler

Season: 2019

Name: Donna Sauter

Number of Years on the Executive: 5



2019 Scheduler Report

Observations: This was my fifth season in the Scheduler position and the League grew by four teams as the Division 1 teams were welcomed back to the KWSL. In 2019 the KWSL Divisional representation was updated from Divisions 1-3 to Divisions 1-4. This restructuring avoided the issues faced in 2018 with a 13 team Division and ensured all Divisions reflected either an eight or nine team grouping.

A few challenges were faced during 2019: the number of available officials, the forfeits vs player cards issues, and the City of Kelowna field contract moving from a historical use booking system. Fortunately, there were no game cancellations during the 2019 season of play due to weather and Air Quality.

Goals met in 2019:

- Regrouping of the Divisions for scheduling efficiencies and to maximize competitive levels & number of games.
- An end of season email was sent to all Team Managers requesting feedback on field conditions for 2019. Of the 34 KWSL teams, responses were received from seven Team Managers and the comments were communicated to the City of Kelowna representative.
- The 2019 Schedule reflected the number of home games and the number of games per location were averaged with each team's allocation as close as possible to that average.
- With the addition of lights to the Marjok field at the end of 2018, the City of West Kelowna field contract for 2019 included Marjok for all three nights of play. This increased assignment assisted in filling the shortfall of fields by the City of Kelowna.

Schedule Statistics:

- In 2019 there were 34 teams, 322 total scheduled games (includes 2 reschedules), and 0 games cancelled.
- There were 7 forfeit fines issued in 2019, compared to 7 in 2018 and 6 in 2017.
- Six of the seven forfeits in 2019 occurred with less than 3 hours before kickoff. These teams paid the \$250 forfeit fine and six teams received the \$50 credit as a result of the last-minute notification.
- There were 2 rescheduled games in 2019, requested before the April 30th deadline. Reschedules numbered 5 in 2018, 22 in 2017 (12 from air quality issues), 4 in 2016, 17 in 2015 (15 from the air quality issues) and 15 games in 2014.

Comments: Teams / players are encouraged to more fully utilize the mobile friendly, kwsl.ca website in finding information and to know and Play by the Bylaws and Constitution. Not knowing or understanding the rules does not equate to exemption from them. Inform Team Managers to utilize the Media Reports & Game Sheets to communicate field issues for follow up and to hold other teams accountable when not following bylaws (ie. Delay of game).

KWSL League Title Sponsor:



Other Sponsors:



Executive Position: Scheduler

Season: 2019

Name: Donna Sauter

Number of Years on the Executive: 5



Goals for the 2020 season:

- Increased accountability on officials for timeliness of Game Sheet submissions and for adherence to KWSL Bylaws.
- Implement clarifications in the KWSL Bylaws to reduce ambiguity in the interpretation.
- Continue to work with the municipalities to ensure safety for our players is a priority with field conditions.
- Ensure skill levels of teams are equal to Divisional placement.
- Find field bookings to accommodate the loss of the UBCO Turf field during turf replacement.
- Encourage youth players to transition from COYSA to KWSL to promote growth of the League.
- Work with the Executive team in creating efficiencies for Scheduling and Registration.

Thank you to the KWSL Teams, Referee Scheduler and Executive for another great season.

Respectfully,

Donna Sauter

KWSL Scheduler

Executive Position: Media / Public Relations Director

Season: 2019

Name: Amanda Samaddar

Number of Years on the Executive: 3



2019 MEDIA / PUBLIC RELATIONS DIRECTOR ANNUAL REPORT

Observations:

For the 2019 season, 13 warning emails were sent, and \$100.00 worth of media fines. This is a decrease from the 2018 season in respect to warning emails sent out and a decrease from \$250.00 to \$100.00 in fines. Teams should be commended for their efforts – this is the lowest number of media fines sent out in at least 10 years or more.

There were still several teams that did not send their media reports in with all the relevant information and I had to go back to figure out what team submitted them or who won or lost the game. This is very important as the weekly reports are used to update the standings.

Roughly, 90% of teams were using the online submission form once the bugs were worked through. There were some situations where the teams didn't have a drop down name and/or they didn't remember to choose the right team name and that resulted in having to go back and cross reference and emails teams. These glitches have since been rectified.

As a reminder, the media reports are to be sent in by noon on the day following the game. Failure to do so will result in a \$25.00 fine and unpaid fines results in the forfeit of future games.

In 2019, we still had our League Title Sponsor, Moore Greenery Landscaping, who contributed \$2,500 towards our season! We still have our food and beverage sponsor, The Canadian Brewhouse, whose sponsorship allowed teams to enjoy discounts on food and drink. A big thank you to both of our Sponsors for their support of the KWSL!

Comments/ Goals for the 2020 season:

With the new website now fully live I would like to see close to 100% of the teams using the media submission form.

The KWSL should work on increasing traffic to Facebook and Instagram pages; these pages should continue to promote its sponsor via social media and website.

The goal is to promote KWSL presence by continuing to go to the COYSA meetings and set up a booth at one of their summer events.

Respectfully,

Amanda Samaddar

2018 KWSL Media / Public Relations Director

KWSL League Title Sponsor:



Other Sponsors:



Position: Registrar
Season: 2019
Years served in position: 4 Years
Name: Meghan McCourt



2019 REGISTRAR ANNUAL REPORT

Registration Overview

- Players: 755 in 4 divisions (up 7.25% from 2018)
- Coaches: 10 coaches on 8 teams
- Transfers: 5
- Deregistered: 6

Observations

Teams and players seem to be enjoying the convenience of online registration as approximately eighty-five percent of player registration forms were submitted online. This created a massive backlog in the processing of the forms as I would receive hundreds of forms per week and it proved difficult to keep up with the influx. The majority of the teams/players followed the registration protocols, but Incomplete forms – missing photos, missing parental forms - were still being submitted. We also received numerous forms with incorrect data – different birthdates than the previous year, wrong team chosen – and duplicate forms, both multiple forms for the same team as well as players registering for multiple teams. A lot of time was wasted following up on missing information, rectifying these inconsistencies and duplicates, and tracking down player cards not returned at the end of the 2018 season.

For the most part, photo submissions improved during the season. This is one of the benefits of the online registration, as I can edit and resize photos instead of having to rely on the hard copy submitted.

The biggest issue was not receiving the associated fees with the registration forms. The majority of extra player and duplicate card payments were not submitted at the time of submission and are still being reconciled after the completion of the season. I again propose that teams are invoiced post-registration for their extra players and duplicate cards. Not only would this make my job easier, it would also make for easier tracking of payments for the league.

This season saw our registration numbers grow but I think we still need to continue to focus on recruitment and expanding our voice to the community and to the youth leagues. As previously discussed, I support allowing a “free agents “registration pool that would allow the league the opportunity to expand and give players the option of experiencing what the KWSL has to offer without having to commit to a team full-time.

Suggestions/Possible Changes for 2020:

- Require a separate form for players to request a duplicate ID card
 - Too many players were requesting their duplicate ID to be returned, even though they'd never played in the league before and/or did not have a duplicate ID from a previous season
- Implement an invoicing system for the extra player registrations to speed up turn-around
 - Invoice teams on a monthly basis, or post-registration deadline, to collect lump-sum payment
- Review/enforce referee game requirements with teams and referees
 - Remind teams that players without ID cards are not allowed to play, regardless of the ref's interpretation of the KWSL bylaws
 - Checking ID cards, ensuring all players have a valid ID card
 - Players without an ID card are denied from playing
 - Game sheets must be submitted in hard copy or PDF formats, JPEGs will not be accepted

Meghan McCourt

Registrar, Kelowna Women's Soccer League

KWSL League Title Sponsor:



Other Sponsors:

