



## **Annual General Meeting (AGM)**

**Wednesday, October 15 @ 6:30 pm**

### **MEETING MINUTES**

#### **Supporting Documents/Resources**

- [AGM PowerPoint Presentation](#)
- [Teams Recording](#)
- [Proxy Submissions](#)
- [Financial Report](#)
  - [Profit and Loss Summary](#)

### **1. Call to Order & Establishment of Quorum**

Meeting was called to order at 6:39 pm

In attendance:

- |                          |                      |
|--------------------------|----------------------|
| ● Patricia Lamont        | ● Rowena Mascarenhas |
| ● Stephanie Pinto        | ● Diane Huneault     |
| ● Matt Coyle             | ● Paul Park          |
| ● Tara Sutherland        | ● Paige Waddell      |
| ● Hailey Haughton-Rogers | ● Heather Tummon     |
| ● Abbey Smallwood        | ● Christine Robinson |
| ● Madison Pugliese       | ● Laura Sanchez      |
| ● Lisa Dean              | ● Kevin Pereira      |
| ● Karen Phelps           |                      |

In Attendance via Video:

- Ava Hornung
- Sydney Sandluck
- Scott Rogers
- Regina Costantino
- Bryanna Sotnick
- Nicole Baldwin
- Laura Martinez
- Nathalie Poupart
- Michelle Greenway

In Attendance by Proxy (33 votes): **See registration list**

**QUORUM MET.**

## 2. Approval of 2024 Minutes

- Motion that the minutes be approved as written moved by Stephanie Pinto; seconded by Tara Sutherland. The Motion was carried.

## 3. Treasurer's Report & Appointment of Auditors

| Treasurer's Report   | Club Stephanie Pinto |
|--|----------------------|
| <p><b>Financial Highlights</b></p> <ul style="list-style-type: none"> <li>• Income: \$286,202.77 (Up 7% from last year)</li> <li>• Cost of Goods Sold: \$221,558.20 (Up 26%)</li> <li>• Gross Profit: \$64,644.57</li> <li>• Operating Expenses: \$70,353.56 (Up 14%)</li> <li>• Net profit (after operating expenses): -\$5,709.04 (-2%)</li> </ul> <p><b>Key Factors</b></p> <ul style="list-style-type: none"> <li>• Field &amp; Facility Costs Up: Higher bookings at Milton Sports Dome and Oakville; Sherwood Dome and Oakville gym usage.</li> <li>• Competition &amp; Events Expansion: Larger Thrasher tournament spend; added events (e.g., Delaware, CalCup, Buffalo).</li> <li>• People Costs: Increased coaching payments and honorariums.</li> </ul> <p><b>Looking Ahead</b></p> <ul style="list-style-type: none"> <li>• Conduct a program-fee and cost-recovery review to balance sustainability and accessibility.</li> <li>• Negotiate multi-year facility contracts to stabilize field costs.</li> <li>• Strengthen grant and sponsorship pipelines to offset inflationary pressures.</li> <li>• Continue investment in coaching certification, equipment refresh, and community outreach.</li> <li>• Rebuild reserves through targeted fundraising and cost optimization.</li> </ul> |                      |
| <p><b>Action Items/Follow Up:</b></p> <ul style="list-style-type: none"> <li>• Incoming Treasurer to work with Stephanie to review financial services and appoint an auditor.</li> <li>• Provide accurate program P/L breakdowns (in response to question asked in Senior Program discussion)</li> </ul>   |                      |

| Appointment of Auditors   | Club Treasurer, Stephanie Pinto |
|---|---------------------------------|
| <p><b>Appointment of Auditors:</b></p> <ul style="list-style-type: none"> <li>• Motion to have an audit was moved by Stephanie Pinto.</li> <li>• Seconded by Hailey Haughton-Rogers.</li> </ul> |                                 |

## 4. Special Resolutions

| By-Law Amendments  | Facilitated by Hailey Haughton-Rogers |
|--|---------------------------------------|
| <b>Section: Article 2 - Governance</b><br><br><b>Accepted:</b> The Board shall be composed of <b>twelve (12)</b> Directors, each of whom shall be elected or appointed.<br><br><b>Accepted:</b><br>Edit: President → Chair (this is a change being suggested by FHO)<br>Add: <ul style="list-style-type: none"> <li>• Director, Senior Competitive Programs</li> <li>• Director, Marketing &amp; Communications</li> </ul> |                                       |
| <b>Action Items/Follow Up:</b> <ol style="list-style-type: none"> <li>1. Secretary to update Club By-Laws and associated documentation</li> </ol>  |                                       |

## 5. Year in Review by the HFHC Board

| Program Reports   |  |
|---|--|
| <b>U18 COMPETITIVE PROGRAMS</b>   | Director, Competitive Programs, Matt Coyle |
| <p>Thank you to coaches, players, families and the board.</p> <p><b>Indoor season</b></p> <ul style="list-style-type: none"> <li>• A new club was established in our area - True North - which caused a significant loss to our indoor rosters.</li> <li>• U12, U14, U16 and U18 teams</li> <li>• U12, U14 participated in Scarborough tournament, Buffalo and Pennsylvania</li> <li>• U16, U18 - Buffalo, Pennsylvania, a new KW invitational, and the RIM league</li> </ul> <p><b>Training</b></p> <ul style="list-style-type: none"> <li>• Hosted Fall training Tuesdays in Burlington and Winter dome turf Fridays in Milton - open to all Halton players.</li> <li>• Added a fitness training component to U16/U18 programs.</li> </ul> <p><b>Outdoor season</b></p> <ul style="list-style-type: none"> <li>• Great turnout for tryouts and a significant turnaround for participating players in U12, U14, U16 and U18</li> </ul> |  |

- Due to high numbers we strategically registered two U16 and two U18 teams for 7v7 tournaments.
- Participated in the Delaware Shooting Stars Easter Tournament but postponed CalCup until 2026.
- Participated in several local tournaments (Kingston, OKD, Brampton Warriors (CFHCC), Nepean, KW)
- Our own Halton Tournament was a success where we hit our capacity for registrations.
- 12 graduates

### Successes and Lessons Learned

- Despite geopolitics, tournaments in Buffalo offer great opportunities for our players to play and be challenged. That being said, we always prioritize local tournaments first, to help grow our sport.
- Registering 2 teams for 7v7 was the right decision.
- Dome training needs to be broken into 3 sessions, as feedback is players can't commit for the entire season.
- We are in communication with other clubs to create more game opportunities for the U12/14 teams during indoor season
- Looking for parents to act as team managers

### Questions from floor:

- How *do we get feedback about programs?*
  - Surveys, whatsapp channels and conversations at the field.
- Are we *adding to the coaching roster?*
- How are competitive coaches recruited?
- How do potential coaches find info about coaching/processes etc?
- How do we know what our coaches' credentials are?
- How do we know coaches are doing an amazing job?
- How do ensure continued development
- Difference between paid/unpaid coaches
- How does compensation align with skills/qualifications
- Working with FHO to build a more comprehensive coaching portfolio. Training available as well along with Umpires.

### Action Items/Follow Up:

1. Matt will send a survey at the end of each season, regardless of low participation.
2. Coaching Development and Recruitment will be prioritized for the upcoming year.
  - a. Improve transparency and communication around coaching policies, compensation/skills/feedback
3. Build an official coach profile with requirements (Rowen's law, Community Course and Safe Sport)
4. Start advertising for coaching and the requirements to recruit new talent.

5. Consider moving in-class sessions to a virtual format to increase participation and reduce costs associated with coaching/facility fees.

## **SENIOR (18+) RECREATION PROGRAMS**

Director, Senior Programs, Ava Hornung

### **Women's Recreational Program**

- The women's league ran late April to July with playoffs in August.
- One big change that was successful was playing with two different tiers for playoffs. There was some positive feedback that this made games more competitive and fun.
- We also created a team rep group chat that helped with more consistent, clear communication.
- Two major challenges were low attendance and uneven distribution of wins and losses.

### **Looking ahead**

- Consider playing half the season with two tiers rather than just playoffs. It seemed to result in much more balanced games. This allows the teams that are closer in level to play each other more frequently.
- Implementing a score cap, in which a 5-point differential is the score recorded.
- Clearly defining the rules of the game and league (including code of conduct) in the introduction email to ensure all players are respectful to teammates, other teams the umpires, and board members
- Restructuring the way teams are made. This likely means limiting friend requests to 2-3 people.
- Consider limiting to 6 teams based on how many people register to ensure there are 18 people on each team.

### **Senior Competitive Program - Lady Thrashers and Halton Falcons**

- The Club added a competitive program for adults (18+) in 2025.
- I (Senior Director) can't take any credit for any of their success, but I wanted to mention them as part of the senior league which has helped give an opportunity to the recreational players who are looking for more of a competitive game, so that has been a really great addition.

### **Thank you for another great year of senior field hockey!**

Thank you to everyone who has helped this program, including all the board members for your strong support, Bryanna for organizing the goalies, the team reps for helping communicate to players and ensure things run smoothly, the umpires, Andrea Wright for organizing the umpires, to Jas, Maddie and Nicole and the support they have received from others to run the senior competitive leagues, and lastly to all the players!

**Questions/comments from floor:**

- Need 8 teams to run tiers- Establish a group to facilitate the teams and look at how to restructure the teams to make it fair and equitable.
- Diane H. and Lisa D. like how things run, but agree they need to see some change.
- Paige recommended a tiered system.
- Lisa feedback, heard that parents had to choose their kid practice instead of playing in the women's league.
- If you only have six teams next year, like 2 tiers, not sure it would work with 6 teams.
- How do you split up teams that have friends playing together for several seasons and that is why they continue to return.
- Michelle G: I think we need to consider the value of adults playing together and promoting lifelong sport. A big part is social, so this will need to be considered, with feedback from the senior women as a group.
- Bryanna S.: Considering that feedback and input from players will be very helpful.
- Is there a multiplayer discount? Is there a possibility for Thrasher players? Is there a multi-discount for multi-season for thrashers?
- Can the discount be added to PowerUp when registering? Even something small to be recognized for multiple seasons.
- Rowena: Get a multi-family discount for the House league and Thrasher program and factors for all seasons and multi-season. She wants to have this for Thrashers, and why is this not already happening? Will this be addressed going forward?
- Matt said it is difficult and will be discussed again at the next board meeting.
- Rowena said that it would be appreciated if there were a discount, as it is a lot when participating in more than one season. In-class session attendance is not good; maybe they can be virtual as an option instead of in person?
- Lisa wants us to use our facilities more effectively.
- Want to keep costs down by reviewing connected costs like classroom and training sessions. It could be at the same facility where training happens.

**Action Items/Follow Up:**

1. Automate multi-player discount in PowerUp
2. Revisit multi-player competitive discount at next board meeting.
3. Reformat programs to be tiered to adjust scheduling etc based on competition level.

**JUNIOR HOUSE LEAGUE PROGRAMS**

(outgoing) Director, Junior Programs, Lisa Dean

**Fall/Winter Indoor Season**

- Approx 27 players registered; 3 teams, 8-9 players.
- Effie built boards for the program to use for the season, and Effie/Lisa transported them to and from the gym each week.
- Diminishing attendance throughout the season.

**Looking ahead:**

- Consider alternative venues/locations that allow for boards to be stored.
- Referees needed.
- Increase/improve marketing and community outreach.
- Provide registration details to high schools.

**Spring Outdoor Season**

- Approx 144 players registered (more than anticipated); 8 teams of 18 players.
- The dates, times and location (Norton Park) was great.
- Players enjoyed the amount of games in the season.
- It was difficult to find 2 additional coaches.

**Looking ahead:**

- Outline the inclement weather policy to coaches and players at the start of the season.
- Create Coaches WhatsApp groups
- Season ends to align with the school year.
- Schedule photos earlier in season; consider old-school group photos rather than composite format.

**Questions/comments from floor:**

- *Are masks required for short corners in house league?*

**Action Items/Follow Up:**

1. Masks should be added to the equipment needs for the upcoming outdoor season.

**YOUTH HOUSE LEAGUE PROGRAMS**

Director, Youth Programs, Hailey Haughton-Rogers

**Summary**

- House league programs continue to struggle with low registration and coaching recruitment/training.
- Weekly attendance is not consistent across U14 programs - all seasons.
- New uniforms were well received.

**New Player Outreach**

- Indoor Learn to Play Session: October 20, 2024 - 10 attendees
- Outdoor Learn to Play Session: Friday, April 4, 2025 - 6 attendees

**Fall/Winter Indoor Season**

- 18 players registered across season (Fall/Winter sessions offered)
- Due to low registration and limited coach availability, we merged the U10/U14 programs into a 1.5 hour weekly session.
- It is difficult to properly learn indoor hockey without boards.

- 14 year olds had the option to play in the U14 or U16 groups, to help prepare for high school hockey.

### **Spring Outdoor Season**

- U10 had 22 players registered, two teams
- U14 had 24 players registered, rostered four teams → merged into two teams/pickup style each week due to inconsistent attendance and program switches.
- The U12 Select Team participated in the Junior Tournament.
- Team photos were well-received by players who attended
- The club partnered with AKPro to offer a 'Kick-off Day Special'. Very popular with House League players/parents.

### **Looking ahead**

- Priority: Recruit and onboard a new Youth Program Director
- Ramp up Marketing & Advertising on behalf of all HL Programs
- Explore cross-promotion with community organizations and sports clubs
- Club Participation in low-cost community events (ex: Appleby St. Fest)

### **Facilities**

- Going forward only fields with proper FH nets will be booked
- Need to find a way to have boards for indoor programs
- Open registration earlier & advertise more aggressively
- PA Day/Summer Camps
- Propose making Outdoor House League mandatory for U12/U14 Competitive players
  - Increase competition in House League and provide more game opportunities for competitive players outside of tournaments.

### **Why do House League and Rec programs matter?**

- Low barrier of entry and open the door for every child, regardless of skill level.
- Provide the essential foundation for developing talented athletes and a love of the game.
- Inspire parents and players to step up as coaches and organizers.
- They inspire passion and guarantee a steady stream of future members, ensuring the club's future resilience.
- Revenue generated from HL and Adult Rec registration fees and local sponsorships keeps our club afloat.

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**Without your support these valuable programs could cease to exist, taking with them years of hard-earned trust, skills, and memories.**

**Questions/comments from floor:**

- Diane has ticked sponsorship and has never been contacted.

**Action Items/Follow Up:**

1. Masks should be added to the equipment needs for the upcoming outdoor season.
2. Need to recruit a new Director of Youth Programs.
3. Review PowerUp admin tools to ensure follow up with people who have demonstrated interest in sponsorship.

**COMMITTEE REPORTS**

**Halton Festival Tournament Report**

Director-at-Large, Tara Sutherland

**Summary:**

- 22 teams participated across 4 age divisions U12-U18 for two days which is 7 more teams than last year
- Positive feedback from participating teams
- Excellent volunteer turnout
- Norton location with dual fields was helpful to run multiple games simultaneously
- Snack table was a success - more would have sold if nicer weather on 2nd day

**Looking ahead:**

- Book both Norton fields and Hayden Field - run U16 & U18 on Norton and U12 & U14 on Hayden Field
- To support this format - have two tournament directors - one for each side
- Set a 22 maximum number of teams for each age group, then create a waiting list
- Looking for volunteers to learn how to run the tournament for this upcoming 2026 season

**Questions/comments from floor:**

**Action Items/Follow Up:**

1. Recruit new Tournament Director

| Marketing & Communications  |  |
|---|--|
| <ul style="list-style-type: none"> <li>• Thrashers did well for posting</li> <li>• Need to send in stuff for Abbey to post to our social media. Follow the Communication forms for Abbey.</li> <li>• Looking into alternative forms of marketing</li> </ul> <p style="text-align: center;"><b>HFHC Weekly Updates</b><br/> <i>Please submit this back to <a href="mailto:communications@haltonfieldhockey.com">communications@haltonfieldhockey.com</a><br/> Every week by Saturday by 11 am.</i></p> <p>Website Updates:</p> <p>Social post/reminder:</p> <p>Anything else:</p> <p><b>Mandatory*</b><br/> At least <b>2 photos</b> from the past week's sessions</p> <p>Please email photos/videos from your sessions <b>every week</b>. If I do not receive an email from you, then I will assume nothing needs to be updated or posted for the week.</p> |  |
| <p><b>Questions/comments from floor:</b></p>  |  |
| <p><b>Action Items/Follow Up:</b></p> <ol style="list-style-type: none"> <li>1. Abbey will continue in the coming year looking at alternative avenues trying to push for more.</li> <li>2. Compile a list of school fun fairs at schools and other in-person event options.</li> </ol>  |  |

|  |  |
|--|--|
| <b>Fundraising &amp; Sponsorship</b>   | Hailey Haughton-Rogers on behalf of<br>Director-at-Large, Victoria Pinto |
| <p><b>Thank you to our 2025 Sponsors (\$2,050)</b></p> <ul style="list-style-type: none"> <li>• Women's League Sponsor: Interior Design House</li> <li>• Club Sponsors: Rodricks Insurance and Financial Services, Dental Health Group, Black Bull</li> </ul> <p><b>Results of Fundraising efforts: \$1230</b></p> <ul style="list-style-type: none"> <li>• 50/50 draw - \$325 (Winner also received \$325)</li> <li>• Wine Raffle - \$495</li> <li>• Bottle Drive - \$25</li> <li>• Terracotta Cookie Fundraisers - \$340</li> </ul>  |  |
| <p><b>Questions/comments from the floor:</b></p> <ul style="list-style-type: none"> <li>• Suggestions for future initiatives: <ul style="list-style-type: none"> <li>○ Madison - Chocolate covered almonds make lots of money and candle programs</li> <li>○ Abbey - Crispy Creme donuts.</li> <li>○ Bottle drive once a month if possible due to the positive return..</li> </ul> </li> </ul> <p>Best practices TBD:</p> <ul style="list-style-type: none"> <li>• If a fundraiser is for a specific group it must be only these people who are required to participate.</li> <li>• Giving discounts for their fees or reduced rate?</li> <li>• Giving option to participate in a fundraiser or pay \$ in lieu.</li> </ul> |  |
| <p><b>Action Items/Follow Up:</b></p> <ol style="list-style-type: none"> <li>1. Post all sponsor logos on the website and across social media.</li> <li>2. Register for an OLG # in advance of wine raffle</li> <li>3. Ensure all fundraisers are well thought-out and communicated effectively.</li> </ol>  |  |

|   |                 |
|---|-----------------|
| <b>Clubwear &amp; Uniforms</b>  | Patricia Lamont |
| <p><b>New Official Clubwear online store launched in April</b></p> <ul style="list-style-type: none"> <li>• Shop the store 24/7.</li> <li>• Orders shipped directly to you within 1-2 weeks.</li> <li>• There is no minimum required (means no more waiting for large group orders).</li> <li>• If there are items that you would like to see in the store, we can make it happen</li> <li>• NEW DESIGNS for sweatpants, tanks and zip ups</li> </ul> |                 |
| <b>Questions/comments from the floor:</b>   |                 |
| <b>Action Items/Follow Up:</b>  |                 |

## 6. Election of Board of Directors

### POSITIONS POSTED IN ADVANCE

**Chair** (President) 2-year term (1 position)

**Nominee: Michelle Greenway**

Message from nominee: Thank you for the opportunity to volunteer for the president role. I have been an active member of the Halton FHC community for over 20 years, playing, coaching, and volunteering. I am ready to return to the board and support all club initiatives and members. I believe in the club's vision to be a leader in the sport community and want to contribute my passion for the sport to further expand our grassroots, recreational, and competitive programs. I hope my previous experience as president, competitive, junior, and youth director will be valuable to the current board, along with my perspective as a player, coach, and parent. I want to join the board again to learn from new board members and membership, sharing my knowledge, expertise, and elbow grease with the club! I unfortunately think I will be away on the 15th for a work trip, and may be in meetings at the time of the AGM, but will try to join virtually.

**Michelle Greenway was acclaimed to the position of Club Chair (previously President).**

**Club Treasurer** 2-year term (1 position)

**Nominee: Aman Saluja**

About from nominee: Aman Saluja has over 15 years of experience in accounting and finance and has a CPA, CA designation. She currently works at TD Bank as Senior Finance manager. She has been a member of the club for a few years and would love to contribute and be part of a great organization with amazing people.

**Aman Saluja was acclaimed to the position of Club Treasurer.**

**Director-at-Large** 2-year term (1 Position)

**Nominee: Stephanie Pinto**

About the nominee: Has 3 years experience on the Halton Field Hockey Board, has education and background on board governance at the masters level (Laurier MBA), has 8 years of board

experience in various roles across multiple organizations (as treasurer, secretary treasurer, Director of philanthropy, Director of community outreach, and general member).

**Stephanie was acclaimed to the position of Director-at-Large.**

**Director of Senior (18+) Competitive Programs 2-year term (1 position)**

**Nominee: Madison Pugliese**

About the nominee: Madison has been a long-standing member of our organization, both as a player and a coach within our Competitive Division. She was instrumental in establishing this division and has played a key role in its growth and success. Madison is highly organized, an excellent communicator, and brings a strong commitment to supporting our members. We are confident she will be a great addition in continuing to strengthen and build this group of individuals.

**Madison was acclaimed to the position of Director, Senior Competitive Programs.**

**Director of Junior Programs (Girls U16/U18 House League) 2-year term (1 Position)**

**Nominee: Paige Waddell**

About the nominee: Paige has been a long-standing member of our organization, contributing both as a player and, in recent years, as a coach. Her leadership and organizational skills make her an excellent fit for this position, and her compassion and understanding of what players need to succeed both on and off the field will be a true asset to this division. Paige is a pleasure to work with, brings strong communication skills, and will offer a valuable fresh perspective to the board.

**Paige was acclaimed to the position of Director of Junior Programs (Girls U16/U18 House League)**

**Director of Youth Programs (COED U10/U14 House League) 2-year term (1 Position)**

**This position remains open.**

**Director-at-Large 3-year term (1 Position)**

**This position remains open.**

## POSITIONS TO BE POSTED

### **Secretary** 2-year term (1 position)

- Patricia Lamont is not seeking reelection.

Message from Pat: So my role is up for election and after careful consideration, I have decided not to seek reelection for this position. I wish the incoming board continued success and I'm confident that new leadership will bring fresh perspectives, renewed energy to guide the organization as it continues to grow and thrive. I would like to extend my sincere gratitude to the club, our players, parents, and especially my fellow board members with whom I've had the privilege of working over the past several years. During this time, I've witnessed tremendous growth within our organization and many significant accomplishments that reflect the dedication and passion of our entire community. My time with Halton Field Hockey holds special memories and it's been an honour to contribute to the ongoing development of the club. While my term in this role is coming to an end, I look forward to seeing the next generation caring for this important work. While my term in this role is coming to an end, I look forward to seeing the next generation caring for this important work. I have full confidence in their ability to strengthen and expand the club's impact in years ahead, and I will continue to support Halton Field Hockey in any way I can. With that being said, I've done most of next year's work. I have time for whoever decides to take on my position. I will stay in the position until somebody is allocated because there's a lot.

**The position will be posted for recruitment.**

## 7. Other Business

## 8. Adjournment

Motion to adjourn was moved by Abbey Smallwood at 9:00 p.m; seconded by Matt Coyle.  
Motion was Carried.

Recorded by: Patricia Lamont

Approved: \_\_\_\_\_

Date: \_\_\_\_\_