



# BIFC 2023 Annual General Meeting Minutes (AGM)

November 15, 2023, at 7:00 PM

**The meeting was held in-person, at the Woodward Middle School library.**

## **In Attendance**

Peter Murchie (President)  
Jeff Shepard (Vice President)  
Amii Thompson (Secretary)  
Ben Dugan (VP of Select Soccer)  
Greg Troyan (VP of Recreational Soccer)  
Brett Deits (Treasurer)  
Liming McMillan (Registrar/Administrator)  
Ian McCallum (Director of Coaching)  
Jim Handy (Director of Volunteers)  
Mark Nowak (Assistant Technical Director)  
Madison Williamson (Director of Recreational Soccer)  
Maya Fletcher (HS board representative)  
Elizabeth Patterson (HS board representative)

## **Introduction**

The meeting was called to order by President Peter Murchie. Peter provided an overview of the agenda for the meeting.

The current board members introduced themselves and described their roles on the board.

Peter recognized Jim Handy for being the Washington Youth Soccer Volunteer of the Year.

Peter recognized Greg Troyan for his service to the club both as a parent, volunteer and board member

Peter also recognized Maya Fletcher and Elizabeth Patterson for their time on the Board as our high school player board representatives.

### **Approval of Minutes – 2022 AGM Meeting**

The 2022 AGM meeting minutes were reviewed. On a motion duly made and seconded, the 2022 AGM Minutes were unanimously approved.

The open positions for the upcoming 2-year tenure include:

Open positions:

Vice President

VP of Select Soccer

Director of Referees

Director of Goalkeeping

Jeff Shepard will run for Vice President and Ben Dugan will run for the VP of Select Soccer position, which he currently occupies.

### **Reports**

Ian provided an overview of the 2023 program, see slides attached below.

Brett Deits provided an overview of the 2023 financial picture, see slides attached below.

Peter provided an update on the club's Year Round Fields initiative, with a focus on the turfing and lighting of the Woodward field, see slides below.

Jeff Shepard provided an overview of recent updates to BIFC conduct, policy, and process, see slides below.

### **Board Position Votes**

The candidates for the following positions gave brief statements:

- President: Dave Johnson
- Treasurer: Brett Deits
- Registrar: Limin McMillan
- VP of Rec: Bridget Butler

Votes were taken via secret ballot and all of the above received a majority of the total votes.

## **Questions from the Community**

Amii Thompson facilitated questions and comments from the community.

The Board recorded the questions and answered them via a written document published on the BIFC website:

[https://www.bifc.net/files/ugd/92173b\\_f7ca699b20f448aca21a479c393d02a5.pdf](https://www.bifc.net/files/ugd/92173b_f7ca699b20f448aca21a479c393d02a5.pdf)

# Bainbridge Island FC

Annual General Meeting  
November 15, 2023



# President's Welcome

Call to Order

Agenda Review

Introductions - Current Board Members and Roles

Approval of 2022 AGM Minutes

- *Motion and Member Vote by Zoom Poll*



# Agenda

## **President's Welcome and Call to Order**

- Agenda Review and Introductions - Current Board Members and Roles
- Approval of 2022 AGM Minutes - *AGM Vote*

**BIFC's Annual Technical Report:** Director of Coaching, Ian McCallum, Mark Nowak Assistant Technical Director, Madi Williams Director of Recreation

**Treasurer's Report:** Brett Deits

**Year Round Fields Update:** Peter Murchie

- BISD - Woodward Phase 1 and Phase 2

**BIFC Policy and Process Updates:** Jeff Shepard

- Conduct Review Board; Confidential Reporting; Hiring and Training

**Election of Officers:** *AGM Vote*

- President
- Treasurer
- Registrar
- VP Recreational Soccer

**Questions and Comments by BIFC Members**

**Adjournment**



# Board Introductions

Peter Murchie - President

Jeff Shepard - Vice President

Amii Thompson - Secretary

Brett Deits - Treasurer

Ben Dugan - VP Select

Greg Troyan - VP Recreation

Liming McMillan - Registrar/Administrator

Jim Handy - Director of Volunteers

Jeff Shepard - Director of Communications

Ryan Dougherty - Director of Fundraising

Ian McCallum - Director of Coaching

Phil Avison - Technical Director

Mark Nowak - Ast. Technical Director

Madi Williams - Director of Recreation



# Technical Report

Ian McCallum - Director of Coaching

Phil Avison - Technical Director

Mark Nowak - Ast. Technical Director

Madi Williams - Director of Recreation





# WHO DO WE SERVE?

*Community members from Bainbridge Island & across the Olympic Peninsula*

*Mini Kickers (3-5 years)*

*Recreational Soccer (4-14 years)*

*Development Academy (8-9 years)*

*TOPSoccer (4-18 years)*

*Camps & Clinics (3-18 years)*

*Adult Recreational Soccer (20 years +)*

*Select Soccer (10-18 years)*

*Goalkeeper Training*



# SUPPORTING THE GAME & COMMUNITY

- Bainbridge HS Girls Booster Camps
- Bainbridge HS Senior Nights
- Bainbridge HS Athletic Dept
- Bainbridge Schools Foundation
- Bainbridge Youth Services
- BIFC Financial Assistance Program
- BIFC HS Seniors College Scholarships
- Fishline, Poulsbo
- Good Play America
- Helpline House
- Woodward Field - Turf Field



# 2023 BY THE NUMBERS

*3600 + HOURS = TRAINING SESSIONS*

*1000 + HOURS = GAME TIME*

*600 + HOURS = ISLAND CUP VOLUNTEERS*

*143 = ISLAND CUP GAMES*

*89 = ISLAND CUP TEAMS*

*94 = ISLAND CUP REFEREES*

*809 = RECREATIONAL PLAYERS*

*213 = DEVELOPMENT ACADEMY PLAYERS*

*328 = SELECT PLAYERS*

*25 = NEW REFEREES*

*24/7 = PLANNING & PREP*



2023

# Recreational Soccer Highlights

*Our recreation programs put  
community, sportsmanship,  
and friendship first.*

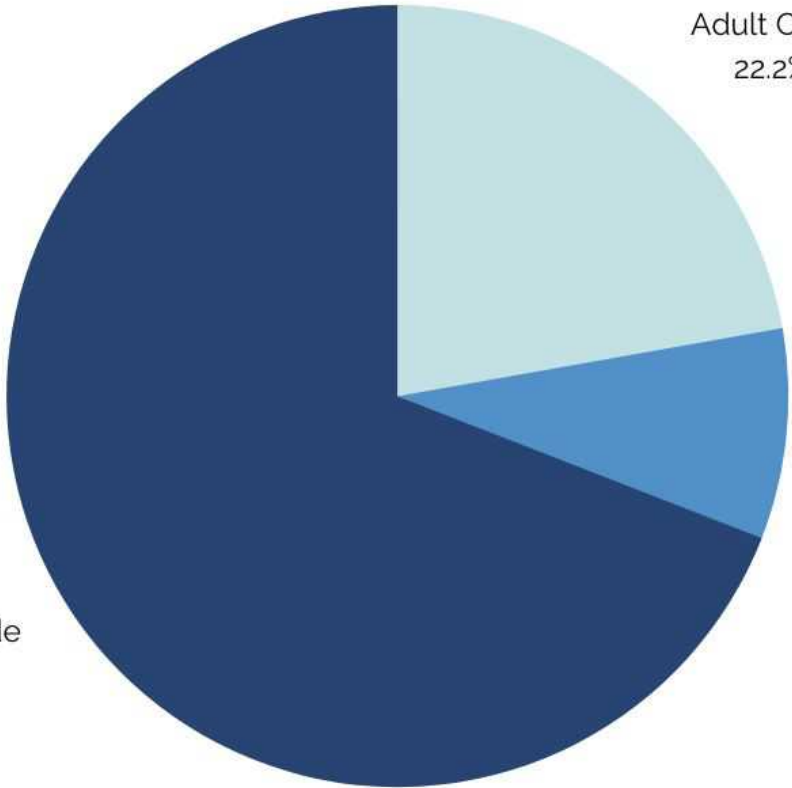
Madi Williamson  
Director of Recreational Soccer



Bainbridge Island FC's recreational soccer programs are designed to provide a fun, community-oriented soccer experience for players of all skill levels including first-time soccer players, experienced recreational players, and select soccer players.



# Spring 2023



Kindergarten - 8th Grade  
69.1%

Adult Coed  
22.2%

Mini Kickers  
8.7%

## 409 Total Participants



# Fall 2023

TOPs Soccer  
1.3%

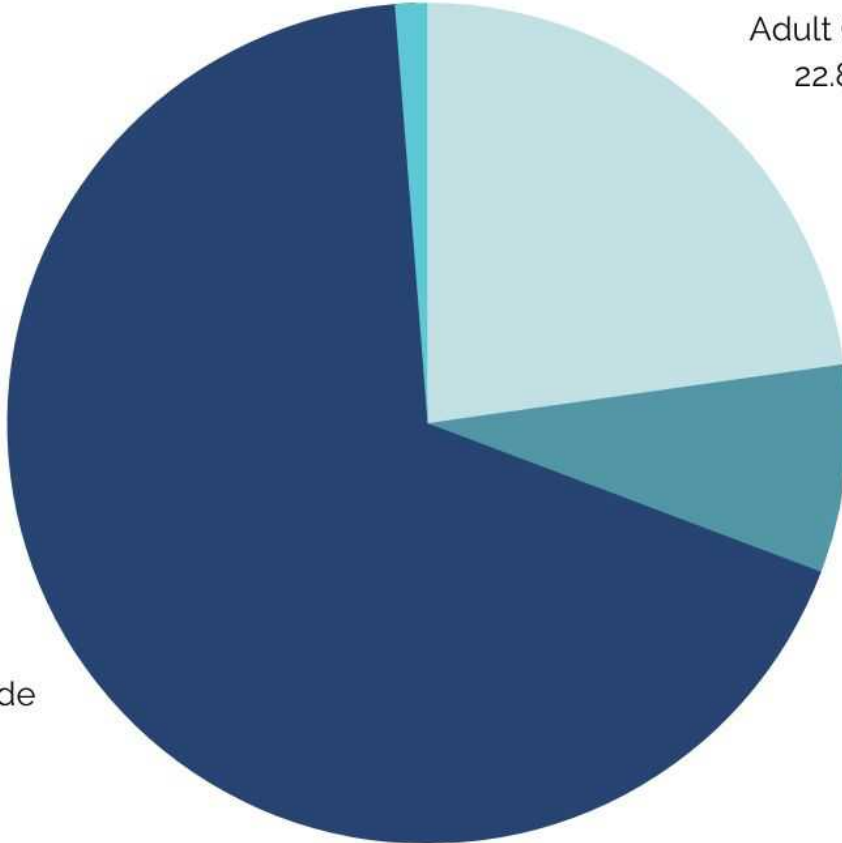
Adult Coed  
22.8%



Mini Kickers  
8%



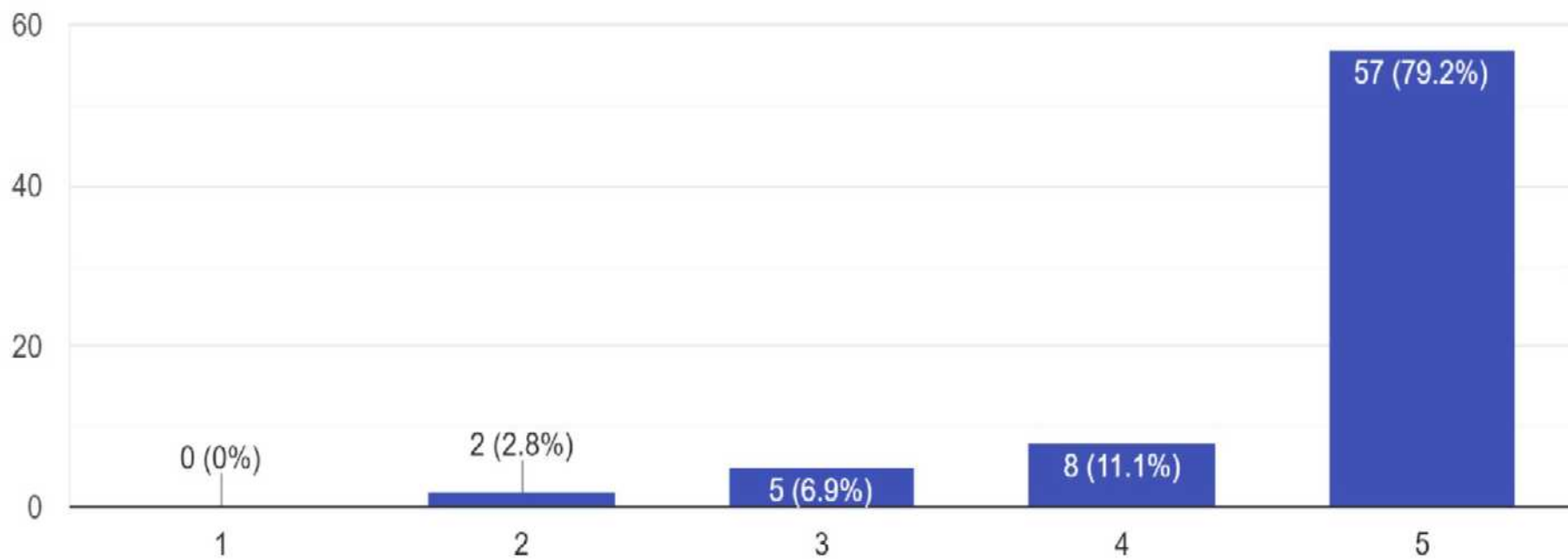
1st - 8th Grade  
68%



**400 Total Participants**

I feel like BIFC staff, volunteer coaches, and referees demonstrated and encouraged good sportsmanship and a positive recreational environment

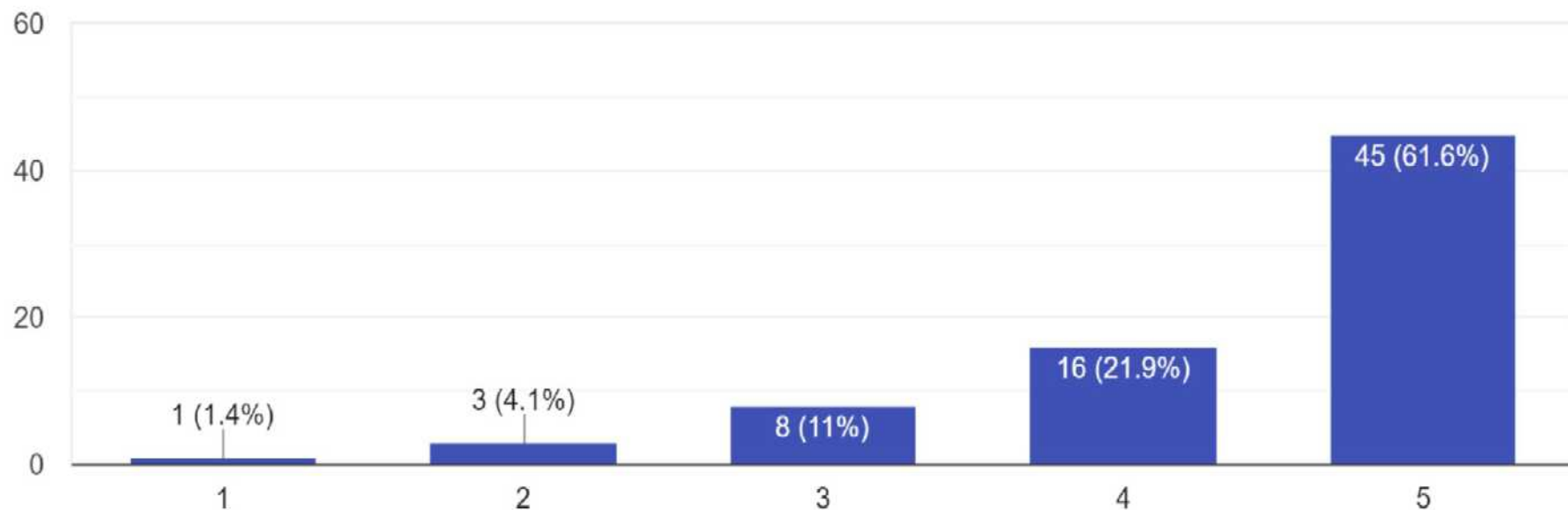
72 responses





# How would you rate your (or your player's) overall experience in the program?

73 responses



Thanks to the efforts from the BIFC Board and community, the Woodward fields will be available for future Rec soccer programs.

- Coach engagement, training, and retention
- Expansion of our adult recreational league
- Increased participation in TOPs soccer programs by prioritizing accessibility for players and families
- Increased visibility of the recreational programs in the community at large

We hope to continue to engage the community and encourage players of all levels and abilities to participate in our programs!



TOWARDS 2024  
AND BEYOND



# Thank you to our coaches & referees!



Thank you to all of the coaches and referees who dedicated their time and efforts to creating a positive environment for the players and the recreational soccer community!



# GOOD TO GREAT

## 2023 HIGHLIGHTS

Increased Referee Certification & Participation

Increased Female Coaches & Players

Increased Participation Numbers

Island Cup

International Tour 2023

Madi Williamson & Mark Nowak

Peninsula Select League

Recognizing our Graduating Class

40th Birthday Party



# 1983 - Present





# 1988 BAINBRIDGE SOCCER













# SELECT LEAGUE PLACEMENT 2023

*Factors in returning to the NPSL*

- *Cost*
- *Level of Play*
  - *Travel*
- *League Management*
- *Club Collaborations*



# Select Success 2023

- NPSL League Champions: Bainbridge Island FC B13 Blue \*
- NPSL League Runners-up: Bainbridge Island FC B13 White \*
- NPSL League Champions: Bainbridge Island FC B12 Blue \*
- NPSL League Runners-up: Bainbridge Island FC G13 White \*
- NPSL League Champions: Bainbridge Island FC G11 Blue \*
- NPSL League Champions: Bainbridge Island FC G10 Blue \*
- WYS State Champions: Bainbridge Island FC B12
- WYS State Finalists: Bainbridge Island FC B09
- WPL League Champions: Bainbridge Island FC G05
- WPL State Cup Finalists: Bainbridge Island FC G06
- WPL State Cup Champions: Bainbridge Island FC G08
- WPL State Cup Finalists: Bainbridge Island FC B05



\*December 2022

# Select Success 2023

- Skagit Firecracker Champions: Bainbridge Island FC B08 Blue
- Skagit Firecracker Champions: Bainbridge Island FC B09 Blue
- Skagit Firecracker Finalists: Bainbridge Island FC B05 Blue
- Skagit Firecracker Finalists: Bainbridge Island FC G08 Blue
- Skagit Firecracker Champions: Bainbridge Island FC G07 Blue
- Crossfire Cup Champions: Bainbridge Island FC B05 Blue
- Crossfire Cup Champions: Bainbridge Island FC B06 Blue
- Crossfire Cup Champions: Bainbridge Island FC B12 Blue
- Crossfire Cup Champions: Bainbridge Island FC B14 Blue
- Crossfire Cup Finalists: Bainbridge Island FC B14 Grey
- Crossfire Cup Champions: Bainbridge Island FC G05 Blue
- Crossfire Cup Champions: Bainbridge Island FC G07 Blue
- Crossfire Cup Champions: Bainbridge Island FC G08 Blue
- Crossfire Cup Finalists: Bainbridge Island FC G10 Blue
- Crossfire Cup Finalists: Bainbridge Island FC G11 Blue
- Crossfire Cup Champions: Bainbridge Island FC G12 Blue



# Select Success 2023

- Girls HS International - G05 & G08 undefeated
- Island Cup Champions: Bainbridge Island FC B14 Blue
- Island Cup Champions: Bainbridge Island FC B14 Black
- Island Cup Finalists: Bainbridge Island FC B13 White
- Island Cup Champions: Bainbridge Island FC B12 Blue
- Island Cup Champions: Bainbridge Island FC G14 Blue
- Island Cup Finalists: Bainbridge Island FC G13 White
- Island Cup Champions: Bainbridge Island FC G12 Blue
- Island Cup Finalists: Bainbridge Island FC G11 Blue
- International Premier Cup Champions: Bainbridge Island FC B08 Blue
- International Premier Cup Finalists: Bainbridge Island FC B09 Blue
- International Premier Cup Finalists: Bainbridge Island FC B6 Blue
- NPSL League Champions: Bainbridge Island FC B14 Red
- NPSL League Runners-up: Bainbridge Island FC G14 Blue



# NPSL - Peninsula Divisions

*10 Years of building relationships, connections finally allowed the coming together of select level teams on the Olympic Peninsula. U10 (Development Academy) teams from Bainbridge Island, North Kitsap, Sequim SC, Silver FC, South Kitsap SC, Storm King FC & Tracyton SC joined together this summer and fall.*

*Why a Peninsula League:*

- *Local Like-Like Competition*
- *Reduced Driving for families of young players*
- *Reduced cost and expenses for families of young players.*

*Highlights:*

- *Summer Jamboree @ North Kitsap*
- *Island Cup*

*2024:*

- *Summer Jamboree @ North Kitsap*
- *Summer Jamboree II @ Sequim*
- *Island Cup*





**UK  
Tour**





**#24**



# Class of 2023

*Auden Moyer, Anthony Haroz, Avery Decker, Blake Hoepfinger, Ellie Murray, Finn Archbold, Gavin Christensen, Hailey Fink, Jackson Berry, Jacob Jacobsen, Joey Olmstead, Kepler De Lanoy, Leah Brase, Leah Harrison, Lucy Rector, Satjee Stevens, Mia Hale, Noah Walter, Nova Barrett, Savannah Mabee, Sean Botkins, Steven Ramirez, Trevor Flowers & Zach Schramling*



# Class of 2023

*"I love BIFC because of the coaches attention of the athletes success on and off the field"*

*Zach Schramling*

*"I love BIFC because it is an organization that creates the kind of environment where friends become family, and growth, fun, and positivity are always abundant"*

*Lucy Rector*

*I love BIFC because thee coaches are very supportive and make you want to play hard for yourself and your team"*

*Satjee Stevens*

*"I love BIFC because the community is not just a club, it is a family. The BIFC family supported me through my early years and continues to provide support beyond graduation. I have always found the coaches, players, and club as a whole, a safe space and positive outlet for myself"*

*Hailey Fink*

*I love BIFC because of the amazing coaches and awesome teammates!!!*

*Kepler DeLanoy*

*"I love BIFC because it blends together great coaching, an amazing sport, and a community of wonderful and passionate people"*

*Auden Moyer*



# Class of 2023

*"I love BIFC because it gave me very meaningful connections and helped me grow as an athlete"*  
Leah Brase

*"I love BIFC because it feels like a family"*  
Sky Henderson

*"As a player board member for BIFC I learned about the inner workings of the club and had a great experience which will help with future job opportunities. Being a female athlete for BIFC was probably the best experience of my life. It shaped me into the person I am today, I made lifelong friends, and provided me with an everlasting love for soccer."*

Savannah Mabee



*Our family has been fortunate enough to be a part of BIFC for 14 years since our daughter Hailey was 4 years old. Our experience and support of BIFC for our daughter has been nothing but exceptional. We are grateful for the coaches for their support and development of the Girls '05 team. Ian has supported the girls on and off the field. These girls have become amazing young women who are now in college. We are thankful to BIFC for the opportunity it provided for Hailey to develop skills, friendships, love of the game and years of memory making. Thank you to Ian, coaches and staff who played an important role in developing the identity of our daughter along with her teammates as confident female athletes.*  
Michael & Melissa Fink

# 2024 FOCUS

- Coach & Parent Education
- Development within Recreational Soccer
- Developmental Committees
- Female Participation & Development
- Field Development (Phase 2)
- League Development
- Program Development - New Experiences
- Referee Development & Support



# THANK YOU!!!

*#BIFC-COMMUNITY #BIFC-FAMILY  
#REFEREES #COACHES #PLAYERS  
#BISD #PARENTS #VOLUNTEERS*



# BIFC Treasurer's Report - 2023

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## *Agenda*

- Special Donation
- Budget Approach
- Revenues
- Expenses
- Conclusion
- Questions

# BIFC Treasurer's Report - 2023

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## *Special Donation*

**THANK YOU!!**

*In July 2023, BIFC received an incredibly generous donation of \$1.78 million from the Shonsey-Johnson Family Fund to secure fields and practice facilities for BIFC for years to come.*



# BIFC Treasurer's Report - 2023

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## *Budget Approach* Break-Even Focus

Calendar Year	Revenues	Expenses	Surplus/ (Deficit)
2023	\$ 780,010	\$ (817,217)	\$ (37,207)
2022	\$ 688,969	\$ (693,493)	\$ (4,524)
2021	\$ 593,947	\$ (589,052)	\$ 4,895
2020 (Covid Adjusted)	\$ 422,657	\$ (413,763)	\$ 8,894
2020 (Initial)	\$ 634,204	\$ (598,649)	\$ 35,555
2019	\$ 536,635	\$ (532,404)	\$ 4,231

## Monthly & Annual Process

- Financial integrity with controls
- Regular monthly closing
- Monthly financial report to board
  
- State and federal tax filings (form 990, etc)
- Maintain prudent operating reserves (~6 months of operations)

# BIFC Treasurer's Report - 2023

## Budgeted Revenues

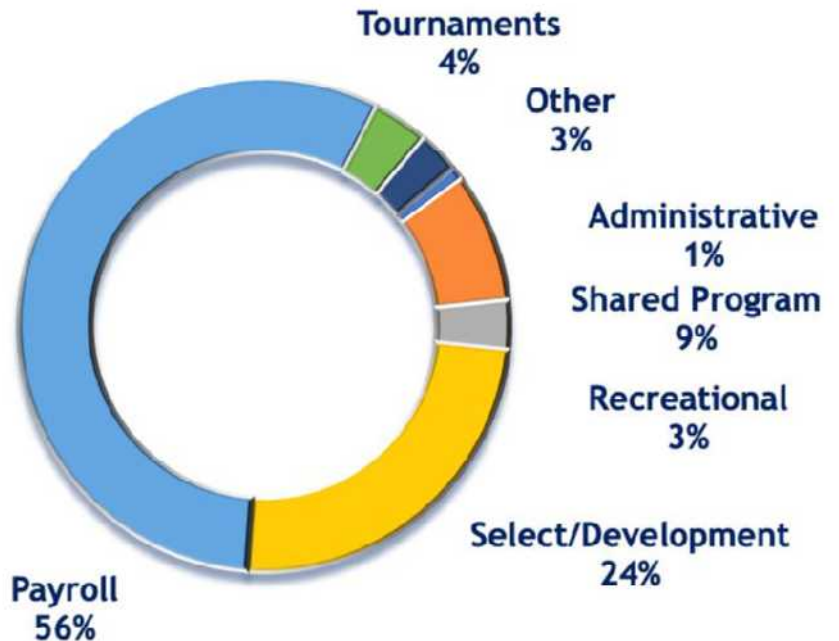
Revenues	Budget
Sponsorship/Donations	\$ 32,500
Camps/Clinics	39,413
Recreational	78,687
Developmental	77,725
Select	509,925
Scholarships	(25,000)
Tournaments	52,900
Adult Leagues	13,860
<b>Total</b>	<b>\$ 780,010</b>



# BIFC Treasurer's Report - 2021

## Budgeted Expenses

Expenses	Budget
Administrative	\$ 7,710
Shared Program	69,560
Recreational	26,800
Select/Development	200,034
Payroll	461,263
Tournaments	30,200
Other	21,650
<b>Total</b>	<b>\$ 817,217</b>



# BIFC Treasurer's Report - 2023

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## *2023 Overview*

**BIFC anticipated to finish 2023 in a strong financial position**

- Strong existing balance sheet (had an estimated 8 months of reserves at the end of 2022)
- 2023 Revenues in-line with expectations
- Various expenses below estimates as of 10/31 (e.g. Field rentals and referees)

# BIFC Treasurer's Report - 2023

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## *2024 Budget Considerations*

### *Maximize player experience and development*

- Maintain break/even approach
- Retain, attract and hire top quality coaches; emphasis on girls program
- Continue prudent expense management
- Uphold/increase support for players of families experiencing hardship

*Note: BIFC is happy to share any and all details!*

*Thank you!*

# Year Round Fields Update

- BISD - Woodward Phase 1 and Phase 2



# Woodward - Phase 1



- BISD led with DA Hogan as contractor
- Ready for BISD and BIFC to use on 11/22!
- Portable lights





# Woodward - Phase 2

- Turfing adjoining grass field at Woodward
- Permanent lighting for both fields
- BISD finalizing plan and package to submit to the City to initiate permitting process - includes public comment and meetings
- Goal is to complete Phase 2 and have fields and lighting in place for next fall/winter
- BIFC has made a commitment to support fundraising for Phase 2 and will be starting our campaign soon



# Policy and Process Update

*We want to make our internal systems as great as the rest of the club!*

We have recently implemented, expanded or formalized:

- Confidential Reporting System
- Conduct Review Board and Process
- Hiring
- Training

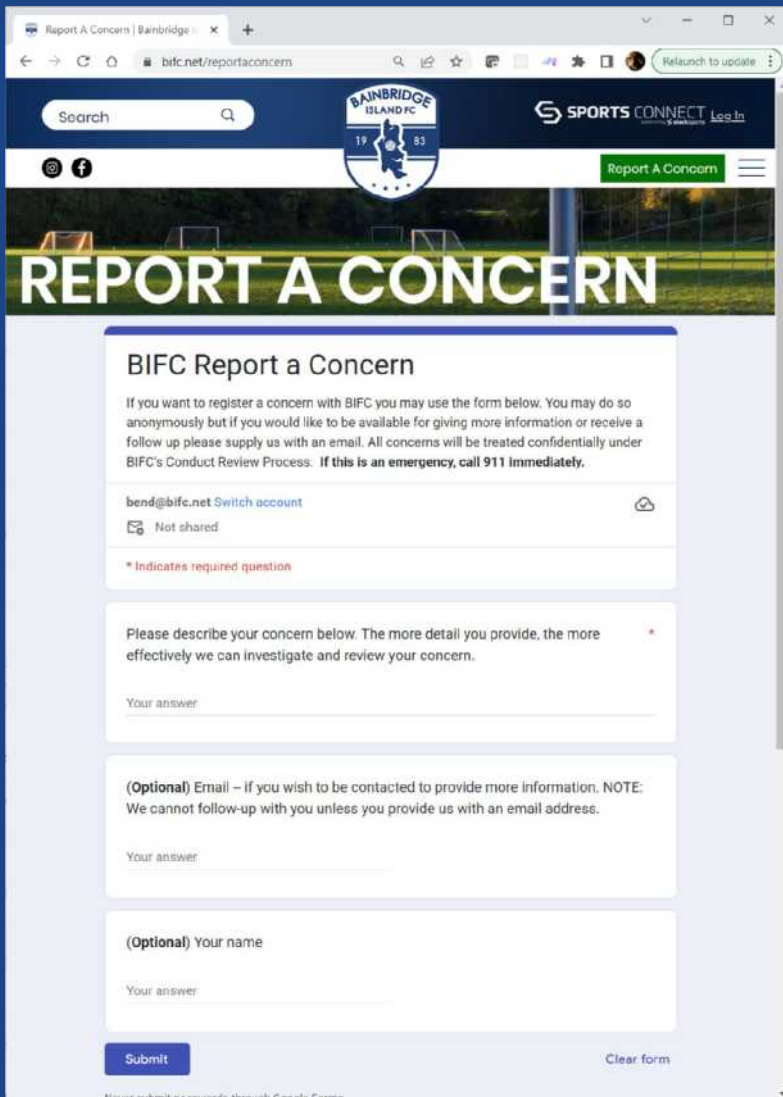


# Confidential Reporting

*New confidential reporting via our website*

*Reports can be made anonymously*

*Reports go to club president, vice president, secretary, and safety officer*



The screenshot shows a web browser window with the URL [bifc.net/reportaconcern](http://bifc.net/reportaconcern). The page features the BAINBRIDGE ISLAND FC logo and a search bar. The main heading is "REPORT A CONCERN". Below this is a form titled "BIFC Report a Concern". The form includes a paragraph of instructions: "If you want to register a concern with BIFC you may use the form below. You may do so anonymously but if you would like to be available for giving more information or receive a follow up please supply us with an email. All concerns will be treated confidentially under BIFC's Conduct Review Process. **If this is an emergency, call 911 immediately.**" The form has a user profile section for "bend@bifc.net" with a "Switch account" link and a "Not shared" status. There are three main input sections: 1. "Please describe your concern below. The more detail you provide, the more effectively we can investigate and review your concern." with a "Your answer" text field. 2. "(Optional) Email - If you wish to be contacted to provide more information. NOTE: We cannot follow-up with you unless you provide us with an email address." with a "Your answer" text field. 3. "(Optional) Your name" with a "Your answer" text field. At the bottom of the form are "Submit" and "Clear form" buttons. A small footer note says "Never submit passwords through Google Forms".



# Conduct Review

*We have formalized our processes for conduct review:*

- Conduct Review Board: board members and club safety officer
- CRB members perform fact finding and propose corrective action if needed
- CRB actions must be reported to the entire BIFC Board and safety officer
- Centralized, persistent record-keeping



# Hiring & Onboarding

## *Finalized Employee Handbook*

## *Formalizing Our Hiring Process:*

- DOC to identify potential coaching slate
- A hiring committee including TD, President and VP Select review and approve hires
- President will check internal conduct review records as additional safeguard to the background check



# Training

## *Current training (every year)*

- Safesport
- Safety (Concussion & Sudden Cardiac Arrest)
- Positive Coaching (new for 2024)

*More is coming:* We are actively researching and identifying new training programs for coaches and staff



# Election of Officers

President - Dave Johnson

Treasurer - Brett Deits

Registrar - Liming McMillan

Vice President of Rec. Program -  
Bridget Butler



# BIFC Club Member

## Questions and Comments





# Adjournment

