

Executive Meeting Minutes

27/10/2019

27 OCT 2019 / 8:00 PM / Maric's house

ATTENDEES

Francine Vickery (Chair), Maric Tse, Joy Richman, Anna Bozac (recorder)

AGENDA

Acceptance of Agenda

Maric moved to accept; Anna seconded. Motion approved

Acceptance of Previous Meeting Minutes (16 Sept 2019)

Maric moved to accept; Francine seconded. Motion approved.

Follow up from Previous Meeting

1. Anna to contact Sean (webmaster) to post 15 July 2019 Executive Meeting Minutes on website. **Completed.**
2. Joy will send an email to Branch Manager. **Completed (see New Business)**
3. Maric will register our club with Swimming Canada by Sept 20/19. **Completed.**
4. Maric will inquire on why coaches' registration fee is so high. **Completed (see New Business)**
5. Anna will check for space at LB Pool for the 3 weekend swims (Oct 5/6, 26/27 and Nov 2/3) that are cancelled. **Completed.**
6. Maric will work with Lauren to create a checklist of expected performance requirements for coaches. **In Progress (see New Business).**

Officer Reports

7. Registrar: registered 4 new members and 1 coach since last Executive Meeting. 50 registered, 47 paid.

8. Treasurer: completed financial reports for 2018/19 (see New Business).
9. President: 10 trial swimmers in fall session; 3 have joined the club. 2020 swim meet with EBSC will not occur due to schedule conflict. Reviewed and signed winter schedule.
10. VP/Secretary: Booking for fall cancellations completed. Minutes and agenda completed; all approved minutes posted on website.

New Business

- AGM Agenda: reviewed format and confirmed New Business for Agenda
- AGM Meal: club members to contribute \$7 to meal; Anna will collect at AGM.
- AGM Financial Reports: present actual to planned budget for 2018/19. Present proposed budget for 2019/20.
- Coaches Registration: registration fee for coaches now includes \$40/annum for CSCTA (Canadian Swimming Coaches & Teachers Association). Only Head Coach is registered; other coaches will be registered for insurance only. Francine will confirm with Swim BC representative.
- TD investment: Consensus on investing \$20,000 into a cashable GIC.
- Coach Orientation Guidelines & Expectations from various levels of coaches: Maric reviewed the guidelines previously developed and would like to further define expectations for each pay grade offered.
- Board Executive: consensus that Board needs some new faces. Current Board has agreed to stay on for another term if no one else volunteers.

ACTION ITEMS

- Anna to contact Sean (webmaster) to post 16 Sept 2019 Executive Meeting Minutes on website.
- Francine to confirm coaches registration requirement with Swim BC representative.
- All Executives to review Coach Orientation Guidelines & Expectations and provide feedback to Maric and Francine.
- AGM package: Anna to complete AGM agenda; Joy to complete financial reports
- TD investment will be completed in early November.

MEETING ADJOURNED AT 10:15pm

NEXT MEETING

Will be scheduled for mid-January 2020: date & location TBD

Agenda to follow