

## Minutes of the Executive Board of UBC Masters Swim Club Nov 23 2017

1863 west 11 avenue vancouver

Call to ordered 707 pm

In attendance,: Francine Vickery president, Anna Bozac vice president, Maja Krzic registrar, Maric Tse treasurer, Pat Buckley secretary.

Welcome to new members of the board.

Acceptance of the Oct 12 2017 meeting minutes . >Moved by Francine Vickery and seconded by Maric Tse to accept the minutes of the October 12th 2017 meeting of the executive.

Items from previous meeting:

1. **Meeting with pool management regarding our club status and fees**, There has been no response from the pool management on our proposal> no updates as yet .
2. **Registration** , We have 60 members registered for the fall session. Which is our cap.
3. **Registration and fees** have yet to be set for the winter session ,Maric and Francine will determine the fees on the weekend, we will be sending out registration to our members for the winter session and for the remainder of the year starting early next week.

Registration for winter will open next week November 27th we will open up registration on boxing day for the public.

4. **Insurance** Patricia has reviewed our insurance situation and reminded the board that the coaches all must be insured through msabc, all swimmers must be registered with msabc. was also noted that msabc insurance covers board insurance for board Directors & officers it also covers club events such as the annual general meeting. It was determined that we did not need to purchase additional insurance since we have adequate coverage through msabc.

The registrar will be ensuring that all members and all coaches are registered with msabc prior to the end of the evening.

5. **Attendance at practice** , So far the maximum number of people per Lane has been 6 which is been deemed a comfortable number we've never gone beyond 6. It appears that the coaches are doing a good job at sorting out lane issues. No need to rent more lanes at this point.
6. **Head coach position** Coleman has accepted the head coaching position but it was noted he's very busy with his new job. Maric and Francine will be holding a coaches meeting in December to see how things are going with the coaching.

7. **Signing Authority** The board determined that all members of the executive should have signing Authority the treasurer will be determining how best to do this, of note our current bank is the TD Bank in Kerrisdale.
8. **Pool booking** for winter session We have the contract for the winter session and the fee for renting a lane is \$21.50 plus tax, The only change to our times will be Sunday's we will be swimming at from 3:30 to 5 on Sundays.
9. **Swim caps**, we have received the swim caps , we received a hundred swim caps Patricia will distribute roughly 10 swim caps for each executive member to distribute, a reminder that the Caps are quite expensive and we will be distributing to new members and to current members whose caps have worn out, also priority given to those who planning on swimming in swim meets. It was requested that swim caps be included in the budget as they are a big budget item coming out at over \$600. The invoice has been sent to the treasurer to pay team Aquatics.
10. **Society act** , Patricia confirmed that our lawyers have received all the information Required for transitioning to the new societies Act.We are waiting to hear from the lawyers as to when the transition is complete .
11. **Annual report**, Our lawyers have confirmed that they have received all the information required for the annual report, it also is in progress and we will receive confirmation from the lawyer once that is completed.
12. **Christmas party** Francine has received roughly 18 RSVP's from people wishing to attend the Christmas party on sunday December 10th from 4 p.m. to 5:30 p.m. we will rent three lanes from the Commodore bowling alley,.The Commodore requires 60% deposit at booking. Pat will ask them to invoice the treasurer ,barring that, she will provide the deposit and be reimbursed by the club. Francine will send out an email with details to members . Patricia will book the lanes at the Commodore and inquire about a party room for a pizza party afterwards. Francine mentioned she's considering charging a \$12 fee for the party for our members.

#### New Items

1. **Transition for new members of the board**, New members of the board indicated that they all had their email addresses up and running. There's still some transitions occurring . The registrar will be meeting with the prior registrar to get more information on the processes. Signing Authority will be arranged for all board members in the near future.

2. **Frequency of meetings**, The frequency of meetings would be approximately every 8 weeks the next meeting is ***Monday January 22nd at 7 p.m. at Patricia's house***. We will order pizza.

Meeting adjourned at 8:07 p.m.