

Executive Meeting Minutes

07/07/2020

07 JULY 2020 / 8:10 PM / Google Meet

ATTENDEES

Francine Vickery (Chair), Maric Tse, Joy Richman (Recorder)

Absent: Anna Bozac: tendered resignation July 6th, 2020

AGENDA

Acceptance of Agenda

Agenda absent, Return to Swim planning meeting

Acceptance of Previous Meeting Minutes (17 June 2020)

Maric moved to accept; Francine seconded. Motion approved.

NEW BUSINESS

Plan for Return to Swim document completion and submission

1. Need to approve back to swim plan by Thursday July 9th and send it to Swim BC. This will include a list of swimmers responsibilities:
 - a. Need to read return to swim document (R2S; includes social distancing upon arrival, lane layout)
 - b. Sign the waver, photograph it and email it back to President
 - c. Need to notify us that they want to swim each week, send an email by Saturday night at the latest. Our capacity is 18 swimmers.
 - d. Must pay up front, E transfer only.
 - e. Self-assess for Covid-19 before coming to practice.
 - f. Complete Covid-19 screening at the start of each practice
 - g. Follow coaches direction of which lane to swim in and which direction. Follow coaches instructions for safe spacing, passing in the middle on the lane. Keep 2 swimmer lengths apart.
 - h. If you need to stop, get out of the water.
 - i. No loitering at ends of pool before or after practice

2. Need to provide Employer plan for independent contractors – one page for this, see Burnaby Covid-19 document. It contains a description of responsibilities of employer for employee
 - Social distancing
 - Hand washing
 - What happens if there is an emergency
 - Recommend that they wear masks
 - Stay home and self isolate if you are sick

List of Swimmers that want to swim (max capacity is 18)

1. Pat Buckley
2. Maya
3. Marilee
4. Liz
5. David T (maybe)
6. Maia
7. Clifton
8. Geoff Argue
9. Geoff Colman
10. Francine
11. Maric
12. Joy
13. Phil
14. Paolo
15. Cheyenne
16. Graham K
17. Donna Anaka
18. Helena
19. Mic
20. Sam D (maybe)
21. Marla
22. Chantel

Motions

1. Joy motioned to use contingency fund to cover summer swimming fee shortfall, Maric seconded, All in favour
2. Joy motioned to charge \$12.00 per swim taxes included and to initially sell in 3/5 swim package that can be topped up 1 swim at a time – Maric seconded, all in favour
3. Motion to adjourn the meeting.

Action Items to Completed by July 10th

1. Pay for pool rental: Francine
2. Arrange for coaches (1 per night): Maric
3. Email the club let them know that we signed a contract: Francine
4. Create Covid-19 screening document to read out to swimmers: Francine
5. Create attendance sheet for signing at each practice: Joy
6. Write up the critical information for swimmers email to be sent out before swim. Here is a list: Maric
 - a. Stay home and self isolate if you are sick

- b. No guests, must be registered and paid for swims
- c. Late arrivals not permitted.
- d. Wait before entering the venue, confirm your attendance with safety monitor
- e. No changing on the deck Come swim ready.
- f. Wash your hands before entering with hand sanitizer
- g. Washrooms not available
- h. Bring own personal swimming equipment (none will be provided)
- i. 2 meters between you and others
- j. Get out of water if you are stopping

MEETING ADJOURNED AT 8:37pm

NEXT MEETING
July 9, 2020 at 8pm