

**MINUTES OF AN ANNUAL GENERAL MEETING
OF MEMBERS OF UBC MASTERS SWIM CLUB (the “Club”)
HELD ON NOVEMBER 26, 2016**

ATTENDANCE

Officers: David Ferguson (President), Maric Tse (Registrar), James Hooper by proxy (Treasurer)

Members: Various members of the Club (collectively, the “**Members**”)

CALL TO ORDER

The meeting was called to order by the President at 8:02pm.

APPROVAL OF 2015 ANNUAL GENERAL MEETING MINUTES

The president presented to the Members the Minutes of the Annual General Meeting of Members of the Club held on November 1, 2015 (the “**2015 AGM Minutes**”). After discussion, on motion duly made by David Ferguson, seconded by Marily Mearns, and unanimously carried, it was:

RESOLVED that the 2015 AGM Minutes be and the same are hereby ratified, confirmed, and approved.

APPROVAL OF 2016 ANNUAL GENERAL MEETING AGENDA

The president presented to the members the Agenda for today’s meeting. After discussion, on motion made duly by David Ferguson, seconded by Maric Tse, and unanimously carried, it was:

RESOLVED that the Agenda for today’s meeting be and the same is hereby approved.

OFFICER REPORTS

President’s Report

1. Resignations

- a. Lesley Hill has resigned from her position as Secretary. The Club thanks Lesley for her expertise and diligent work on the Executive.
- b. Elizabeth Smailes resigned from her position as Vice President. Although she is not a member of the Club any longer, the Club thanks her for her time and effort in that role on the Executive.

2. Americas Masters Games

- a. UBC Masters acted as the host club for the swim meet portion of the Americas Masters Games, held at the end of August. This involved setting up and running the meet. Volunteerism from the club was low, but a lot of help from Maric Tse, Paola Lozano, Kathryn Bolt, Reegan Evans and Takuya Ito was greatly appreciated.
- b. Only 120 swimmers signed up for the meet, but from 20+ different countries. The meet was regarded by many participants as a success. It remains to be seen if the club will receive a stipend from Sport BC.

3. UBC Masters Swim Meet

- a. With the new pool opening in the Spring, our goal was to try to host our meet then and in the new pool. Unfortunately we did not get cooperation from the other clubs in the region and subsequently will not be hosting our annual meet this year. Finding a weekend that works out in the meet schedule and with the pool's schedule was impossible.
- b. The executive may look into holding a long course meet on the first weekend of May 2017.

4. Head Coach

- a. With the departure of Savannah, the head coach search continues. In an effort to calm any concerns over the club operating without a head coach, the President expressed his opinion that the club is functioning fine at the moment, and that the quality of the workouts and coaching was not suffering as a result of having no head coach. The main beneficiaries of a head coach are the competitive swimmers who rely on season planning, and all that goes with it.
- b. Currently the club has a Team Manager role that is being filled by Coleman Allen. The responsibilities include scheduling the coaches and reporting their working hours to the Treasurer.
- c. Liz Stokes suggested that the coaches work at helping with lane management, helping educate swimmers about lane etiquette, and help with swimmers who don't understand how intervals work. Discussion followed around how to help the coaches feel secure and confident in commanding the members.
- d. It was suggested that we get some blank swim caps on which each person can write their name. This was an idea implemented by Jane Halton a few years ago and it helped with coach/swimmer interaction.
- e. Leonie Sandercock asked if the club could afford a head coach. The President responded that the club would not look for a top-tier professional coach, but rather someone who would enjoy doing the job as a part-time role.
- f. A suggestion by David Tait to have a member (or members) of the club work as a coach liaison, who would help coaches mediate issues between swimmers.

Vice President's Report

(no report)

Registrar's Report

1. Club Size

- a. The Registrar reported that the current membership is at 72, while we have capacity for 90.
- b. Conversation ensued around reasons for the drop in membership over the years. Numerous reasons were cited, including: financial burden following 2009 housing crash, increase in number of masters clubs available to choose from, inconsistent and/or poor coaching, poor facility (air and water quality is not good), parking fees.

2. 10-Pass Card

- a. This past summer the club introduced a 10-pass "punch" card meant to help increase the club's membership options as well as expose new members to the club. It was viewed as a successful venture and the executive will discuss if/when the program starts up again in 2017.

Treasurer's Report (presented by David Ferguson)

1. Review of 2015/2016 Budget (September 1, 2015 to August 31, 2016)

- a. Budget vs. Actual

- i. At the end of the 2015/2016 season, James forecast a shortfall of \$6593.57. The primary reason was a lack of income due to lower than expected member registrations. There were some lower costs for coaching and pool rental than had been budgeted for, but not enough to cover the lack of income.
- b. Balance Sheet
 - i. The club will have about \$17,000 in reserves after accounting for the shortfall.

OLD BUSINESS

1. New Pool Update:

- a. Our club is to have their first workout in the new pool on January 23rd.

NEW BUSINESS

1. Proposals for the 2016/2017 Club Fees

- c. Pool Fees
 - i. An increase of approximately 50% in weeknight pool fees will commence with the opening of the new aquatic centre.
 - ii. Continuing with the current pool rental scheme will result in continued annual deficits (unless a significant spike in membership happens).
- d. Booking Options
 - i. Several options to create a balanced budget were presented, and much discussion ensued. The key proposal was to merge the 2 groups (Mon/Wed and Tue/Thu) into one group and reduce the number of days per week that the club books lanes at the pool. This idea was well received as it made the most sense financially, and will result in a more cohesive and social team. On motion duly made by David Ferguson, unanimously carried by the Members, it was:

RESOLVED that the club would merge the two groups into one, with 5 workouts per week offered to all members.
 - ii. Options that preserved the notion of having 2 groups were ruled out. The best choice was deemed to have workouts on Tue/Wed/Thu/Sat/Sun, where the Wed workout would be long course. On motion duly made by David Ferguson, with 16 Members voting in favour of, and 1 Member abstaining, it was:

RESOLVED that the club would book workouts on Tuesday, Wednesday, Thursday, Saturday and Sunday.
- e. Fees
 - i. With the motions above resolved, new club fees will be proposed by the Registrar with the help from the Executive.
 - ii. After some discussion, it was concluded that members who do not register for all 3 sessions in the season will pay a premium on the session fee.
 - iii. Executive will continue to receive a discount (50%) on the membership fees, and for this year it was decided that this discount should come from the reserves rather than an increase in membership fees for all swimmers.

f. Club Capacity and Coaching Hours

- i. After some discussion, for the purpose of setting a budget, it was concluded that the club should cap its maximum capacity at 65 members. This was with the understanding that there would be some flexibility beyond this number, with an eventual move back to a waiting list.

g. December and January Workouts

- i. A few months ago, the Executive was informed by the pool staff that the current pool would be closed after December 4th, and access to the new pool would be near the end of January or early February. The Executive pursued options for training times in other pools for the months of December and January and was able to book some time at St. George's pool.
- ii. In more recent updates from the pool staff, the Executive was informed that rentals in the old pool would be extended to December 16th on weeknights only, and our club would start training in the new pool on January 23rd. The Executive made a decision to cancel the St. George's pool time booked in December.
- iii. After some discussion, on motion duly made by David Ferguson, with 15 Members voting in favour of, and 2 Members abstaining, it was:

RESOLVED that the club should cancel the January pool rental at St. George's.

2. Summer Outdoor Sessions

- a. There was a suggestion to cancel weekend practices in the summer, but after some discussion it was concluded that the Members have an appetite for the outdoor practices in the summer.
- b. It was suggested that the Club could look into starting outdoor practices starting in June instead of July, but discussion revealed that June may still be too cold and wet. It was also suggested to look at booking one long course workout at UBC on the weekends, and one workout outdoors on the other day of the weekend. The Executive will investigate the options.

3. Future Swim Meets

- a. The Executive have been approached by MSABC about potentially hosting Masters Provincials in 2018, and Masters Nationals in 2019. David noted that these can be good opportunities for raising funds for the club, and with meets of this calibre, there is a good level of support from MSABC and MSC.

4. UBC Masters Clothing

- a. David asked if anyone was interested in researching online on-demand garment suppliers who could handle occasional orders from our members so that they may be outfitted with apparel adorned with our club logo. Silence fell across the room.

5. Society Act

- a. Elizabeth Stokes brought to everyone's attention that the Society Act will be undergoing some changes in the following year, and will be known as the Societies Act. There will be other changes that require some amendments to our own Society By-Laws and Constitution. The Executive will need to act on these changes in order to preserve our non-profit status.

ELECTION OF DIRECTORS/OFFICERS

The president advised that the next item of business was the election of directors/officers for the ensuing year. The president then called for nominations or names to be put forward for the election of directors/officers of the Club and the following persons were nominated/came forward:

Francine Vickery

Maric Tse

David Ferguson

James Hooper

Patricia Buckley

Sean Swain

Keith Adams

The President called for further nominations and there being none, the President then called for a motion to elect the nominees and upon motion duly made, seconded and unanimously carried, it was:

RESOLVED that the following people be elected directors of the Club and appointed to the offices set opposite their respective names to hold office until the date of the next annual general meeting or the next annual consent resolutions of the members (whichever is sooner) or until they sooner cease to hold office:

Francine Vickery

President

Maric Tse

Vice President

James Hooper

Treasurer

David Ferguson

Registrar

Patricia Buckley

Secretary

Sean Swain

Webmaster (non-voting position)

Keith Adams

Social Coordinator (non-voting position)

OTHER BUSINESS/TERMINATION OF MEETING

The Members were thanked for their participation and attendance at the meeting, and a sincere thank-you goes out to Marily Mearns for once again hosting all of us at her home.

There being no further business to be conducted, the President called for a motion to adjourn the Meeting. Upon motion duly made, seconded, and unanimously carried it was:

RESOLVED that the Meeting be adjourned.