

**MINUTES OF AN ANNUAL GENERAL MEETING
OF MEMBERS OF UBC MASTERS SWIM CLUB (the “Club”)
HELD ON OCTOBER 18, 2014**

ATTENDANCE

Officers: David Ferguson (President), Elizabeth Smailes (Vice President), Liz Stokes (Treasurer), Jim Woolsey (Registrar), Maric Tse (Social Coordinator)

Coaches: Mitchell Bourne (Head Coach), Heather Hollman (Assistant Coach)

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

CALL TO ORDER

The meeting was called to order by the President at 8:00pm.

APPROVAL OF 2013 ANNUAL GENERAL MEETING MINUTES

The President presented to the Members the Minutes of the Annual General Meeting of Members of the Club held on October 5, 2013 (the “**2013 AGM Minutes**”). After discussion, on motion duly made by Sandy Briggs, seconded by Avi Feinberg, and unanimously carried, it was:

RESOLVED that the 2013 AGM Minutes be and the same are hereby ratified, confirmed, and approved.

APPROVAL OF 2014 ANNUAL GENERAL MEETING AGENDA

The President presented to the Members the Agenda for today’s meeting. After discussion, on motion duly made by Pat Buckley, seconded by Jane Halton, and unanimously carried, it was:

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

OFFICER REPORTS

President’s Report

1. Resignations

- Jim Woolsey resigned from his position as Registrar this year. The Club thanks Jim for his many years of service on the Executive.
- Julia Burgess is no longer swimming with the Club and, therefore, has resigned from her position as Secretary. The Club thanks Julia for her service on the Executive.

2. UBC Masters Swim Meet

- The Club will be hosting its annual swim meet on Sunday, November 9, 2014 at the UBC Aquatic Centre (the “**Meet**”).

- Warm-ups are scheduled for 9:00am
- Meet commences at 10:30am
- Volunteers are needed!
 - Biggest need is for timers (both morning and afternoon sessions)
 - Food items and food prep
 - Volunteers can sign-up online through “Sign Up Genius”; details will be emailed to members soon
 - Bring a friend, partner, etc., to help volunteer
- Social following the meet will be held at Mahoney and Sons
 - The Club will be providing some appetizers and draw prizes
 - We are looking for more door prizes – everyone is welcome and encouraged to help collect door prizes

3. **Other News**

- Avi is working on a re-refresh of the UBC Masters Swimming website (will be compatible for viewing on mobile devices).
- Online registration has been working well.
- The FINA World Aquatic Championships (aka “World Masters”) was held on the first weekend of August 2014 in Montreal. FINA hosts thousands of swimmers over six days of pool competition
 - Members in Attendance: Maric Tse, Mariko Ikehata, Paul Kevener, John Christensen, Sandy Briggs, Norihito Yoshioka, Chris Erickson, Trilby McGaw, and David Ferguson
 - Coach in Attendance: Savannah King
 - Congratulations to Mariko for her gold medal winning relay swim!
 - Congratulations to Mariko and David who both posted “Top 10” swims!

Vice President’s Report

1. **Club Policies**

- The official Club Policies are a work in progress.
- Every Member is asked to look at the Club’s “Practice Etiquette” manual before getting in the pool. This document is emailed to all swimmers and is also available on the Club’s website at http://www.ubcmasters.com/practice.html#p7AP3c1_3.
- The coaches are being asked to re-configure the lanes on a practice to practice basis (trying to balance the number of swimmers in each lane). Swimmers are reminded to respect the instruction of the coaches.

- Swimmers are encouraged to communicate with the coaches if having any issues within their lane (e.g., disruptive or disrespectful swimmer).

2. **Registration**

- New to the Club this year, members now have the option of registering for a full year (i.e., September through August) or per 4-month session in an effort to offer more flexibility to Members and make the club more attractive to potential new members.

Registrar's Report

- Online registration is working well.
- Members can look-up their MSABC # through the Club's website (on the "Meets" page) at http://www.ubcmasters.com/meets.html#p7AP3c1_4.
- Registration numbers have changed this year
 - The Club used to be based on 110 members; we are now shooting for 58 members for the Tuesday/Thursday practice group and just 36 to 39 members for the Monday/Wednesday practice group (due to reduced lane space – 3 x 50m lanes).
 - The Tuesday/Thursday practice group is full.
 - There are approximately 12 spaces left in the Monday/Wednesday practice group.

Treasurer's Report

1. **Review of 2013/2014 Budget**

- Budget vs Actual:
 - The 2013/2014 Budget was based on the prospect of 110 registered members, but the Club hasn't had that number of members for a few years, which resulted in an approximate \$10,000 shortfall in membership income.
 - Due to the closure of the outdoor pool, our indoor pool fees for the months of July and August were approximately \$100/hour less than budgeted.
 - The Club's total expenses for the year were less than expected due to reduced pool expense and cancellations and the Club ended up with a net income of \$2,612.19.
- Balance Sheet:
 - The Club has a total of \$25,353.24 in reserves.
- Profit & Loss Prev Year Comparison:
 - Financially, the Club is doing ok.

2. **Review of Revised 2014/2015 Budget (the "2014/2015 Budget")**

- The Club's 2014/2015 Budget is based on an estimated 95 members being registered with the Club.

- New “Sessions Premium” surcharge is in place (\$7/month premium for session registration as opposed to annual registration).
- Due to reduced pool costs, the previously approved fee increase was not required and the 2014/2015 fees remained at \$710/member (including MSABC fees and GST).
- The Club is looking at a surplus of just under \$400 for the 2014/2015 financial year.

3. **Review of Draft 2015/2016 Budget (the “2015/2016 Budget”)**

- Estimated that the annual registration fee will be \$725/member (includes MSABC fees and GST).
- Club will review going rate for coaches in the masters swimming community and make sure that we’re on track for remuneration of our coaches.

Head Coach’s Report

- Mitchell Bourne will be stepping down as Head Coach at the beginning of November 2014. Savannah King and Coleman Allen will be sharing the head coaching duties while the Club seeks a replacement. Mitchell is hoping to coach for the Club again in some capacity when he returns in February 2015.

APPROVAL OF 2014/2015 BUDGET

The Treasurer presented to the Members the revised 2014/2015 Budget as noted in the Treasurer’s Report above. After discussion, on motion duly made by Sandy Briggs, seconded by Stephanie Flynn, and unanimously carried, it was:

RESOLVED that the 2014/2015 Budget be and the same is hereby ratified, confirmed and approved.

APPROVAL OF 2015/2016 BUDGET

The Treasurer presented to the Members the draft 2015/2016 Budget as noted in the Treasurer’s Report above. After discussion, on motion duly made by Francine Vickery, seconded by John Christensen, and unanimously carried, it was:

RESOLVED that the 2015/2016 Budget be and the same is approved.

After discussion, on motion duly made by Stephanie Flynn, seconded by Sandy Briggs, and unanimously carried, it was:

RESOLVED, AS A SPECIAL RESOLUTION, that the Club may increase its membership fees by an additional \$25/member if it suffers a catastrophic financial shortfall (i.e., a shortfall greater than \$5,000).

OLD BUSINESS

- New Pool Update:
 - The President will be attending a New Pool Committee Meeting at the end of next week.
 - The targeted completion date for the new UBC Aquatic Centre is winter 2016.
 - At this time, we don't know how the new pool opening will affect the Club (e.g., bookings, fees, etc.). Expect change!

NEW BUSINESS

- Present Members engaged in discussion on what action the Club should take in the case of another long shutdown of the UBC Aquatic Centre and by a show of hands it was unanimously carried that the Officers try to find pool time elsewhere if the UBC Aquatic Centre unexpectedly shuts down for a period of more than one week.
- Due to the closure of the outdoor pool, the present Members engaged in a discussion on whether the Club should continue to swim indoors at the UBC Aquatic Centre during the summer or look into outdoor pool time elsewhere. It was generally agreed upon by the present Members that the Club should look into outdoor pool options for weekend swims during July and August.
- There is a job posting for a new Head Coach for the Club with Swim Canada. Members may email the President with any ideas/suggestions on where else the Club can make this job posting.

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:

David Ferguson

Elizabeth Smailes

Liz Stokes

Lesley Hill

Maric Tse

Sandy Briggs

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 persons 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:

David Ferguson	President
Elizabeth Smailes	Vice President
Liz Stokes	Treasurer
Lesley Hill	Secretary
Maric Tse	Registrar
Sandy Briggs	Social Coordinator

OTHER BUSINESS/TERMINATION OF MEETING

A sincere thank you to Marily Mearns for once again hosting the Club's Fall Social and Annual General Meeting.

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

RESOLVED that the Meeting be adjourned.