

UBC MASTERS SWIM CLUB EXECUTIVE BOARD MEETING

FEB 21 2018 730 pm.

Attendance Francine, V. president, Anna B ,vice president. Maja K ,registrar
Pat, secretary.

Absence Maric, treasurer.. Was present prior to call to order , gave board his report.
Call to order 739pm

Review and acceptance of the previous meeting minutes of January 10 2018 , moved by Francine. All in favor,> accepted..

Pat will email to the webmaster for posting on the site.

Post meeting note. This has been sent.

Old business

Pool booking for summer

The various options for the summer bookings were reviewed. Central Park seems the most viable option for the club. We will be booking Central Park on Sat June 23rd 9:30 to 11 a.m.
July and August all Sundays from 8:30 to 10 a.m.

Saturdays in August from 9 to 10:30 a.m. (11th the 18th and the 25th of August)

Requests have been put in for swims in the morning at UBC for May and June on Saturdays .

Request has been put in for second beach pool for Saturdays in July and August but we have not heard anything back from second Beach.

Board agreed not to swim on the long weekend in August.

Outcome of coach meeting

Reviewed the new format of our practices with the head coach, she has had good feedback from Members regarding her clinics and members are generally happy with our practices. Erin has been hiring many new coaches ,she is aware of the need for insurance coverage from msabc for any new hires, however we will consider using a waiver for coaches who are coaching on a trial basis only ie once.. It is becoming very expensive for the club to enroll coaches who may only coach once .

Action > Francine will be emailing our head coach to make sure the board is updated on all new coaching staff.

Action > Maja will be registering the two new coaches Mia and Alex with MSABC

Computer issues

David Ferguson has been contacted and is working on our computer glitches. So far the problems have been worked out with the system , he has agreed to consult with the club on the

system as this is something that he is most familiar with and has a commitment to make it successful.

Email to members on Lane Etiquette

There has been no response to the etiquette reminder however some members have noticed Improvement in Etiquette Behavior.

We have had the odd complaint about swimmers that have been impacted by others who are swimming in the wrong lane. It was suggested that they talk to the coaches and also to talk to swimmers in their own lane, to ensure good communication with one another within the lane. If there are very difficult issues, then the board should be aware.

Locker rental for coaches info folder

There are no lockers available .Maric has been using his personal locker for storing document, but this has not been working out well especially if he is not attending practice. The key documents that are in the folder seem to be the coaches checks, waivers and trial Swim cards. We have not come up with an adequate solution. Patricia suggested that the checks be mailed to the coaches in order to prevent issues with the checks going missing. It appears that the rest of the board would like to find a different solution to this.

Action item >. Francine will talk to Erin about what is critical in the folder and if she has any other solutions for storage of the folder.

Post meeting note> Maric Suggest that we plan to rent a locker in the fall of 2018 in the universal changing area

Lane allocation.

The current number of lanes we are renting is appropriate and adequate there's never been more than six people per Lane.

New times , are they working out?

4:30 on Saturdays and 3:30 on Sundays for swim practice seems to be working out ,we've received no complaints about the change in time. We will be waiting for the pool management to come back to us whether or not the Saturday change is permanent. the Sunday change is a permanent change for the club.

Booking for spring cancellations

There is a cancellation for one weekend in March and one weekend in April, the board is recommending booking Byng pool for Saturday March 17th 5 to 6:30 Anna will proceed to book this . If we have a good turnout for the March cancellation at Byng pool then we will book for the April cancellation as well. We explored options for booking a Sunday practice however there are no other options available for us so the Sunday practice will have to be cancelled for that weekend.

New Business:

Coach communication with members and the board.

Discussion ensued regarding mitigating issues with our members. The board would encourage the coaches to refer any contentious issues to the board as a whole to deal with.

President and vice presidents meeting with pool management regarding cancellations and other issues.

The summary of the meeting was emailed to the board members., We discussed various problems with the pool and the numerous cancellations etc.. The pool management extended their apologies . They hope that they now have a better handle on the maintenance of the pool and we should see better service in future.

Other key issues are>

A) Do we wish to pursue our new proposed fee structure as mandated by our members?. The board is still waiting for a response to our fee restructuring proposal. It would appear that the pool management is dealing with other more pressing issues at this time.

B) The LED board , do we want to post our logo?

Pool management has encouraged us to send the information for our logo to be posted on the board.

action item > Francine will forward the email that David Ferguson developed for the advertising on the LED board

Lawyers fee and status of the annual report and transition documents .

We have completed our annual report and we have completed our bylaw transitioning to the new societies act all the information has been posted on the shared Drive.

Trial swimmers.

Patricia drafted a email for trial swimmers and new swimmers as an introduction to our program. Anna and Francine will tidy it up prior to using the document.

Potential budget shortfall

Discussion ensued regarding a potential budget shortfall of approx 5000 dollars. . However we have not completed our summer registration. We do have a number of swimmers who have registered for the whole year. It was decided if we do still have a shortfall in the summer this year that we could cut back on number of lanes and coaches even change some venues, in order to meet our budget, however we decided that we must offer at least 4 swim per week if possible with pool availability . 10 pass program will also be offered in the summer for \$100 plus GST

Anna brought up a point that we should be looking at our budget for each session separately to make sure that each session is coming in on budget. Currently our budget is looked at on an annual basis which seems to becoming problematic.

The board determined that we would be looking at an analysis of our summer session prior to setting fees for the next summer session of 2019 , in August we should have a good idea of the types of fees we will need to set in future, for all of our sessions. The board also discussed how we should structure our year, this is an issue that may need to be brought up at our annual general meeting, we used to have an annual year with 2 payments. We now have 3 sessions so we need to review whether or not this is still an appropriate way to go.

Action item > Francine will email members at the end of at the end of March reminding them to sign up for to sign up for summer session.

Calendars

In order to facilitate communication, board members agreed to put in the shared calendar when they plan on being out of town, so that the rest of the board can cover during their absences . The board member who will be absent will also brief the board on any business that they are attending to it the moment.

Reports of the officers :

President :

Francine reported that she has been reviewing the QuickBooks program and this is in somewhat of a difficult situation. It is difficult to use for non-professional and it's really geared for an accountant or a bookkeeper, we have an annual contract with QuickBooks for \$ 10 a month that ends at the end of this year. She felt that we should stay with this type of program in order to generate our GST report and other reports that the government requires. but in future look into other user friendly type of programs.

Vice President :

in process of booking pools for the summer session

Treasurer:

The budget is posted on the shared Drive And was reviewed by the rest of the board

Registrar :

We have 49 members to date ,the two new members Gavin and Gareth are to be registered with msabc. The new coach still needs to be registered with msabc

Next meeting 7:30 Wednesday March 28th 2018.

Meeting adjourned at 9:30 p.m.