

# Executive Meeting Minutes

## 16/09

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16 SEPT 2019 / 7:50 PM / Joy's house

### ATTENDEES

Francine Vickery (Chair), Maric Tse, Joy Richman, Anna Bozac (recorder)

### AGENDA

#### Acceptance of Agenda

Francine moved to accept; Joy seconded. Motion approved

#### Acceptance of Previous Meeting Minutes (15 July 2019)

Anna moved to accept; Maric seconded. Motion approved.

#### Follow up from Previous Meeting

1. Anna to contact Sean (webmaster) to post 03 June 2019 Executive Meeting Minutes on website. **Completed**
2. Joy will arrange meeting with Branch Manager to discuss GIC options and will forward these to Board for decision at the next Board meeting. **Outstanding – Joy will send an email to Branch Manager**
3. Maric will provide fee and registration details for 19/20 swim season which need to be posted on website by early August. **Completed**
4. Francine will follow up on location for AGM. **Completed**
5. Francine to contact Sean (webmaster) to inquire if he can include prorated fees on website. **Not easily implemented; agreement by Board that this is not a requirement.**
6. Maric will work with Lauren to create a checklist of expected performance requirements for coaches. **In progress**

#### Officer Reports

7. Registrar: Maric is using the new registration system with Swimming Canada/Swim BC. To date for fall session: 46 registered and 41 paid. Waiting for more coaches to sign up before submitting team registration. Maric has noted that coaches' registration fee is \$78.50; member fee is \$39. Maric will inquire on why coaches' registration fee is so high.
8. Treasurer: Caught up with accounts to Aug 15<sup>th</sup>. Year-end financial statements are complete; season ended with a small surplus. New season fees have not yet been entered in QuickBooks.
9. President: no major issues with pool. Concern raised to Pool Manager (Christine) regarding swim lane allocation on weekends. Saturday sessions seem to have lighter attendance.
10. VP/Secretary: lots of external emails since addition of "inquiry" link on website.

## New Business

- Coaches Salary: increase effective Sept 1/19.
- Trial Swimmers: Francine has created new 19/20 folder to track swimmers. Last year's intake following trial swims was >50%.
- AGM: Francine and Maric are away on Nov 16; Marily has volunteered to host AGM on Nov 9<sup>th</sup>; next option would be Nov 30<sup>th</sup>. All in agreement for Nov 9<sup>th</sup> -- it is a long weekend, however there is still swimming that weekend.
- Swim meet: Francine received confirmation from Christine that pool is available on Feb 9 from noon-7pm. Francine has emailed EBSC to determine if any interest.
- Cancellations: agreement to check for space at LB Pool for the 3 weekend swims (Oct 5/6, 26/27 and Nov 2/3)

## ACTION ITEMS

- Anna to contact Sean (webmaster) to post 15 July 2019 Executive Meeting Minutes on website.
- Joy will send an email to Branch Manager
- Maric will register our club with Swimming Canada by the end of the week.
- Maric will inquire on why coaches' registration fee is so high.
- Anna will check for space at LB Pool for the 3 weekend swims (Oct 5/6, 26/27 and Nov 2/3) that are cancelled.

MEETING ADJOURNED AT 9:07pm

## NEXT MEETING

Scheduled for Oct 28, 2019 at 7:30pm, location: Francine

Agenda to follow