

Executive Meeting Minutes June 2 2017

Call to order 735 pm

Attendee's :Pat Buckley , secretary, Maric Tse vp, Francine Vickery pres, David Ferguson registrar, James Hooper treasurer

Regrets: nil

1) **Previous minutes:** Moved by Francine Vickery to accept the minutes of the meeting of March 24 2017

Secounded by James Hooper , all in favor, passed.

Minutes will be posted on the ubc masters swim club website

2) Matters arising from the previous minutes:

a) President's action items

i) Bank: still some difficulties with the current bank:

Action: James will proceed to move the TD account for the club to a more convenient location

ii) Transitioning to the new society act.

ACTION: Pat and Francine will review the bylaws , to prepare for the transition and the AGM, also awaiting a letter of instruction from the lawyers. We will need to present some minor changes to our bylaws and constitution at the next AGM

iii) Blue book(coaches binder and club file) - Colman has found a home for the blue book in the guard's office, all coaches have access ,

b) Vice president's action items

i) Burnaby pool rental for summer. Done.

ii) Signage at the pool during workout

Signs were printed and posted , however the pool has disallowed this . We still have pamphlets that are in the coaches folder to give out to people who are asking about the club.

Action: Maric will print more , and do some business cards for us to give out .

iii) Meeting with AMS.

Maric reported that AMS club is not interested in a liaison. Matter is closed for now

c) Registrar action items

i) Trial swims.. Approx 50% of trial swimmers signed up. Total numbers not available.

ii) Updates with swim canada completed.

iii) LED board

David has sent the LED information to Christine the pool manager and she has received it and sent to the IT person at the pool - Pending: it is still not up on the board.

iv) T- shirts. In progress.

Action: David looking for sites for members to self order items, he will orders some shirts for the coaching staff to wear on deck..

d) Secretary action items

i) minutes of the dec meeting have been posted to the web site

ii) Attendance, given reduction in lanes, will start to take attendance to assess how it is going , pat has been noting attendance per lane , informally, and it appears that the reduction in lanes has not had any negative impact, she has not seen anymore than 4 swimmers per lane.

NEW BUSINESS :

Meetings with the pool manager

- June 2nd . Maric and Francine met with Stephane Delisle, received a positive response
- We are jointly looking at possible proposals to strengthen our relationship with the new pool
- Pool management has asked to data regarding our fees usage and mission ,

Action.. Francine will respond to the letter from management to provide the requested data.

Swim meets.

- UBC masters swim club meet , likely not feasible for 2017 fall, as no time slots available at the pool.
 - **Action: Francine to investigate possible spring dates for a potential ubc masters sponsored meet.**
- Provincials English Bay Swim Club (EBSC) has approached ubc masters to co host the provincials

Action . Francine will inquire about possible dates from MSABc and book the entire competitive pool , in preparation to host the provincials.

Maric will be meeting with EBSC to sort out the details.

Pool booking for fall

- Pool booked for fall,(til dec 2017) however wednesday nite long course time has changed to 8 pm to 9pm

- Action: At next executive meeting - Consideration will be given to cancel wednesday nite as poor attendance and possibly not feasible budget wise.

10 pass card,

- Agreed to implement this at the end of June, for the summer session. 10 passes for \$100

Action , David will include this for registration as an option.

Action , Maric will print out more 10 card passes and place in the blue binder

Coach meeting and staff updates

- Current staffing reduced due to lower membership numbers and summer schedule
- The current coaches staff are doing a very good job appear to be more engaged and our members are benefiting from the new coaching program.
- Executive will be meeting at least twice a year with all coaches to keep communication lines open and address any issues .

Action , Maric will set up coach/executive meetings.

Volunteering

- Given such a positive response to our volunteer efforts for the Mel Zajac meet, the executive will encourage our members to volunteer at meets , in order to establish a presence in the swim community.

Action , Francine will encourage our members in her email updates to consider volunteering and how to access training for stroke and turn judges.

Budget

- Given our current status we have a shortfall of \$2,800
- Fall we broke even given lane reductions.
- Last year we had \$56,000. Revenue, This year projected revenue is \$47,500
- May need to cut down further to break even this year, depending upon fall registration.
- Will need to set fees at the AGM , and revise by laws to include a limited fee increase at the discretion of the board.

Action , James will give estimate of finances with/without wednesday practise for fall term

Action , Pat and Francine will review bylaws regarding fee increases

AGM preparation

- James will be stepping down as treasurer.. Need to recruit for a new treasurer

Action, Pat will start a list of items for the AGM.

Action: Francine and Pat will start preparation for transition to new society act, which will need approval at AGM. Of note, bylaw changes need to be sent out in advance of AGM for review and members be given sufficient notice.

Socials

- Suggested we need a summer activity to engage our members, thought that a pancake breakfast after a central park practise would be a good ideas , as parking is free and abundant.

Action, Francine will email our social coordinator Keith to begin planning this event with a suggested budget of ??_____.

Registrar

- David has setup a very good website to ease the process of registration .
Action , David will be creating a user manual for this site for future registrars to use. He will continue to maintain the site.

Next meeting Friday July 14. 017 730 pats place.

Adjourned 9:20 pm