

UBC MASTERS SWIM CLUB
Executive Meeting Minutes.
MARCH 28TH 2018 730
Meeting commenced 740 pm

Present: Francine president, Maric treasurer, Pat secretary.

Absent: Anna Vice President, Maja registrar.

According to our bylaws a quorum is present as the majority of directors are attending the meeting.

Review of Feb 21 2018 minutes. Moved by Francine, seconded by Maric. To accept the minutes. All in favour, passed .

1. Financial

Taxes are filed. GST is paid., discussion ensued regarding our QuickBooks program. Francine will assist MARic to consolidate our QuickBooks financial statement to the banking statement. Maric reported that he is getting more familiar with the QuickBooks program. Discussion ensued , regarding investing our contingency fund it was decided by the board, that we would invest our contingency fund into laddered GICs once our summer registration was known and we know how much contingency we have to invest.

2. Pool booking for summer

All bookings for Tuesday Thursday Saturday Sunday are completed for UBC pool, for the summer session. We received confirmation from Burnaby pool for our Sunday swims at Burnaby in July and August and June 23. We have five bookings for Saturday morning at second beach pool for July and August . We are on a waiting list for two additional Saturday morning bookings, for July and August.

We will not be swimming at UBC pool on Saturdays and Sundays during July and August. Francine will send an email out to our members to inform them of our summer schedule.

3. Summer registration

A reminder email to our members to register for our summer session will be sent by Francine. The 10 pass program will be implemented only for July and August, it will be available for registration online late May. The executive will help facilitate monitoring of the 10 pass program. This will ease the burden of monitoring the program by the coaches.

4. Job duties for executive positions

The treasurers job duties and the secretaries job duties have been posted on the shared drive. Other executive positions job duties will be posted on the shared drive when they are completed.

5. Coaches report , Francine will meet with our head coach.,and have a coaches report for the next executive board meeting.

6. Update regarding pool communication.

The board has received no communication from the pool., regarding our proposed new fee schedule nor regarding our request for advertising on the new LED board.

7. Summer social.

Due to the underwhelming response we received for our Christmas social the board decided that a summer social was not a good use of our resources, however we will encourage last minute informal gatherings after practice ,especially on our Saturday and Sunday morning practises in the summer ,to encourage our members to get to know one another. We will also spend our time encouraging our members to enter into swim meets as an attempt to facilitate socialization opportunities and encourage team spirit.

8. member issues ,

We received a number of comments regarding the use of flippers during workouts. The board has decided to remind our members of lane etiquette as issues regarding flippers are primarily Lane etiquette issues. We encourage only the use of swimming type flippers, and not large diving fins as they are too disruptive for the workouts and can be dangerous for other swimmers.

9. Lane allocation any issues , swim times?

Our current allocations seem to be appropriate and we have received very little negative feedback regarding our new swimming times on the weekends.

10. Analysis of summer session for next meeting in aug re: fee strategy .

The vice president had suggested a review of our fee structure for our different sessions. Since she is absent from this meeting we will defer this item for the next meeting. The board generally agreed that a review of how we divide our fees should be done.

11. April byng booking

The board agreed to book lord byng pool, for the Saturday April cancellation. Francine will send an email to Anna advising her to book the pool for that cancellation.

12.coverage during vacations ,

It has come to the attention of the board that both the president and the vice president are away at the same time , on 3 to 4 occasions during the coming year. The most concerning issue regarding this, are sudden and unexpected cancellations by the pool. Francine will make sure that Jessica, the pool manager has a contact number for other executive board members in the event that we have a cancellation during their absence, so they can inform our members as soon as possible. Maric and Pat will confer with Maja on how to access our registration system in order that they can send out a group email.

13. Visiting Guest swimmers from other clubs

When we have a guest swimming from another club the board has determined that there will be a two weeks maximum for guest swimmers. The guest members must be a registered masters swimmers from an accredited master swim club. The two-week limit was determined to be consistent with other master swim clubs. There is also insurance issues and Francine will be contacting our insurance provider to make sure that we will be covered for our guest swimmers during this time period.

Next meeting:

May 23 , 7:30 PM at Francine's house.

Meeting adjourned 9 pm