

UBC Masters Swim Club Executive Meeting MAY 23 2018 730 PM... MINUTES

Attendance :all present, president , Francine Vickery, vice president Anna Bozac, Treasurer Maric Tse, Registrar Maja Krzic, secretary Pat Buckley

Review and acceptance of previous meeting minutes , moved by Francine to accept the previous minutes March 28 2018 at 7:30 seconded by Maric > all in favour > approved to post on the website

Post meeting note : webmaster has been sent the minutes for posting

Business arising from previous meeting:

1. Coach report:

Maric and Francine met with Erin, she is happy with the current state of coaching, and plans to continue as head coach.

Action items > Francine will draft an email to Erin with regards to the following issues.

- *Special mention that Mia's doing an excellent job of coaching we received very good feedback.*
- *Reminder to coaches to pay particular attention to lane 1 swimmers to ensure they are following the workouts.*
- *The coaches are to refer potential trial swimmers to the website to apply for a trial swim.*
- *Request that, they head coach address the issue of excessive cell phone usage during practice by coaches.*
- *Request that all the coaches remember to put the workouts on the share drive*
- *Let her know that none of the executive will be in town between July 25 and July 30 this would be two practices.*
- *The summer plan for Sunday's will be that we will have two coaches on deck but we will have a clinic on every Sunday practice in July and August.*
- *There will be one coach on Saturdays in July and August*
- *The 10 pass program will be implemented for July and August only .The coaches need to be aware also the executive will help with the program in ensuring that the cards are marked off appropriately*

Action item :->

- Maric will provide the 10 Pass Program and trial Swim cards and waivers for the coaches binder.

2. The 10 pass program for summer

Valid only for July and August and available once only per summer per person.

Action Item >

- *Maja will be opening registration for the 10 pass program on June 15*

Action item >

- *Francine to contact the webmaster to post information about the 10 pass program on the UBC Masters website, And also indicate that we will have a clinic on Sundays as part of the program*

Discussion ensued regarding the requirement for an MSABC fee for non-MSABC members and also to exclude the fee for those who are already MSABC members, a software modification may be required in the registration system

Action item

- *Francine will be contacting David to ask how to handle this situation in the registration program*

Reminder that the executive will be helping the coaches to monitor the 10 pass program.

3.Vacation coverage during the summer

The executive have shared with each other their vacation plans for the summer. It appears that all executive will be away between the dates of July 25 to 30th. This is two workouts.

Action item.

- *Francine will make sure that Jessica Hardy has the cell numbers for people that will be in a cell zone ,, especially Maric as he seems to me the most consistent executive member that's here throughout the summer. Also to inform the head coach of the plans of the executive and how to contact members in the event of an emergency.*

Action item

- *Executive members will put their vacation dates on the executive calendar for viewing by executive board members only.*

New Business:

4.Insurance and waiver for visiting swimmers

In previous meetings we decided that we would have a maximum of two weeks for guest swimmers. We reviewed the information on the website to make sure it was still appropriate. MSABC is reviewing policy and insurance regarding guest swimmers. We will request that guests swimmers contact us via our website, and the club contact will request their MSABC or equivalent swim club registration number for insurance purposes as well as the name of their club, prior to joining us for swim. MSABC does not yet have a waiver, to address these swimmers, we await MSABC 's plans.

Pat suggested we use our current waiver for guests , but the rest of the executive did not agree and felt that getting the name of the club and club number was sufficient until direction from MSABC.

Post meeting note: The relevant section of the letter Francine received from MSABC regarding visiting swimmers who are not insured by MSABC is the following “ Swimmers not covered by the BFL policy would be from Alberta, Sask, Man, NWT, PEI and presumably Nunavut. They are not covered by our policy and would have to make a claim to the Ins Provider for their provincial body. We need to tell them that before they get in. Technically we need to figure out how to ask them to prove they have insurance from their Provincial body. Roxanne did not have an answer for that one. The second group of swimmers here would be US Masters and other international swimmers. They also would have to make claims to their Associations Ins Provider. We need to tell them that. I think that we need a waiver for this group that not only matches our swimmers waiver but also one that -- Asks if they are insured by their Association (naming it). -- Informs them that they would need to make a claim to their Association’s provider”

Post meeting note.. Suggest re revisit this issue at the next meeting, given the above information.

5.Swim times for Saturday 5 vs 4 pm ? for fall

The fall request has included 4 PM for both Saturday and Sunday swimming. The pool manager indicated that this would be honored. We’ve decided to leave our current Saturday swims for 5:00 PM as we only have a few swims left for this season in the UBC pool for Saturday’s.

6.Pool issues with weekend practices, >response from pool manager

Francine did receive a response from the pool manager although it was a quite delayed one. Francine reviewed the various issues we’ve had over the past couple weekends primarily that the pool was in the wrong configuration which was an issue , also the guards on deck do not seem to know what the plans are for the weekend rentals. Francine made sure that Jessica was aware of these issues and how disruptive it has been for our club to sort it out at practice time. Another issue was swimming in the competition tank with the wibit this was proven to be unacceptable and dangerous, as public swimmers were entering our lanes during our practise.

7. Lane allocations and coaches for summer.

We have five lanes in June on Tuesday and Thursdays and four lanes on the weekends for June.

For July and August we will have one coach at second Beach on Saturdays as we only have 3 lanes . Tuesdays and Thursdays we continue with two coaches at UBC pool. On Sundays we will have two coaches at Central Park pool however we will include a clinic on those days that will be optional for swimmers.

8.Facebook management

It has come to the attention of the board that we have two separate Facebook pages which may be causing some confusion. Francine reported she had trouble with the messenger system set up on the current Facebook page.

Action item

- *Francine will be contacting James Hooper , as he apparently is the administrator for the Facebook page ,to eliminate the old Facebook page and answer some of her questions regarding the current editing function on our current Facebook page*

9.News about pool maintenance

Patricia reported that she had it on good authority and confirmed with the front desk, that they had hired a pool maintenance person at UBC aquatic centre ,hopefully this will mitigate some of the issues we've been having with the pool .

10. Trial swimmers

We will no longer allowed trial swimmers who appear on deck requesting a swim. We will ask that they visit our website and request a trial swim. Trial swims are a once only offering. Trials swims would only be offered at the UBC pool.

Action item

- *Francine will go through the waivers and develop a list of people that have had trial swims Patricia will forward her names of people that she has had waivers for as well. This will be posted on the share drive*

Officers reports:

President

Reported that most members seem to be satisfied with the club

Vice President

Anna reported that all the bookings have been completed for the summer. We are on a waitlist for the two Saturdays in the summer that we could not book , at second beach pool. The request for fall has been put into UBC aquatic center.

Action Item

- *Francine will put all contracts on the shared drive so each executive member can check in case there's discrepancies during practice.*

Action item *June 23 swim at Burnaby is at 9:30 to 11 AM the UBC masters counter needs to be changed to reflect this. Post meeting note,, this has been corrected.*

Treasurer,

Maric reported that we are roughly \$1000 short for the year, but we are under budget for our coaches fees this year and pool rental is also under budget. All payments are up-to-date. QuickBooks is up to date however there are some nomenclature issues that need to be fixed.

Action item

- *Maric and Francine are meeting tonight to fix details on the QuickBooks so it accurately reflects accounts.*

The GICs will be invested and laddered once the reconciliation has been done for the books this will be deferred for review at the next meeting

Regarding the cancellations we have been experiencing, the monies will be forwarded to our next session fees by the UBC aquatic centre.

Registrar,

Maja reported we have 37 members paid for summer. All MSABC fees have been paid and all swimmers have been registered with MSABC to date.

Next meeting:

Anna s house July 9, 2018 at 7:30

Adjourned 920 pm.