



Date:	Dec 16, 2025	Location:	Pinecrest Room – Strathcona Gardens
Time:	7:00pm	Facilitator:	Kelly Bignell

1. Call to Order & Land Acknowledgement	Kelly
2. Agenda (Acceptance of agenda & request for additions)	All
3. Acceptance of previous meeting minutes <ul style="list-style-type: none"> • November 2025 	All
4. Previous Business & Action Items: <ul style="list-style-type: none"> • ACTION ITEM (Kelly): to explore process for 50/50 draw and report back – IN PROGRESS • ACTION ITEM (Kili): to ask website support to remove the fee noted, review site for additional outdated information – COMPLETED 	Kelly
5. Reports President <p>Our first swim meet was a success! Thank you to everyone who contributed their time and effort to support our swimmers and ensure the event ran smoothly. Hosting a positive and well-organized meet reflects well on our club and the community.</p> <p>A reminder that all board members and chaperones are required to have current criminal record checks on file. An email with instructions and next steps will be sent shortly. Please complete this as soon as possible once received.</p> <p>Lastly, I'd like to remind everyone that board meetings are intended as a forum for coordinators to report on their areas of responsibility, provide updates on progress and bring forward items requiring board discussions or decisions. This structure helps ensure meetings remain efficient and focused on supporting the club's overall direction. I would like to express my sincere appreciation for the time and effort our volunteers and board members give to the club. This work is</p>	All



often behind the scenes and can be challenging at times, and it does not go unnoticed.

Head Coach

Overall the first cycle is coming to an end and it has been extremely productive.

I want to start off by [congratulations](#) to our club and officials on successfully hosting a large swim meet. We invested a great deal of effort and it all paid off well for our kids, the kids from other teams and our clubs profile. We are becoming well respected for our fun first attitude and warm accommodating hospitality for our guests. I recognize that running the unique formats and eliminators is taxing on timelines and volunteers patience, but rest assured the kids both spectating and racing had a memorable time, and appreciate the opportunity to keep the play in our sport.

I want to thank our social coordinators for an excellent Christmas party, I appreciate what a task it was and again it provided a wonderful occasion and some very big smiles on our swimmers faces. For the next season I do want to see our holiday party to become a more social and whole club occasion. We will need to get back to our swim families coming together and socializing as a community. This will become more important as our club grows. We mustn't forget our small town roots and work towards unity and community in a non labor intensive setting. Much of our time as a unit is spent working hard in a loud environment. Let's be sure to take the time in a more relaxed environment where the only background noise is some hilarious karaoke and maybe some conversations.

Finally I want to thank our new board of directors for their adaptive support of CRKW in this time of growth and progress. I greatly appreciate all of you and your efforts.

Development Coach

Things are looking good for Winter session in mini-Whales. We're at 127 and last winter we ended at 139, so I'm expecting the number to be close to the same as last year with a few last-minute registrations early January.



Treasurer

General \$134,432.02
Capital project \$4,971.38
Contingency \$31,472.34
Gaming \$35,225.57

From a financial perspective there has been a lot of activity collecting fees for the Ontario Junior International meet & the Nanaimo Ugly Sweater meet this past week and the upcoming Richmond Fast Swim this week which is team travel. Our General Account balance is a little inflated at the moment as we have collected fees for these events and the upcoming winter mini whales sessions before incurring the majority of the associated costs.

That being said, I do have some positive information to share. The CRKW Eliminator Meet Nov 29 and 30 was a financial success. \$11.6K was collected in revenue with \$3.7K in expenses (including Pool rental and Swim BC fees) resulting in a net profit of \$7.9K. [Congratulations](#) to our meet manager Nycky-Jay, Coaches, and the hundreds of parent volunteers that made that event a success in more ways than one.

In addition to this event generating almost triple the anticipated revenue, we have graduated 5 mini whale swimmers into the orca development program, and have doubled our number of planned sponsorships from 10 to 20. As a result we are forecasting a small deficit this month of under \$2K. Like last month I say this with cautious optimism. For example, our bottom line includes \$10K in fundraising above the mandatory amounts. Perhaps Rachel can share more on upcoming plans but to date we've raised less than \$2K and the majority will go to mandatory fundraising. I continue to urge parents to become more involved in club fundraising to continue to support the club's operations and prevent further increases to program fees.

- **Secretary**
- **Fundraising & Sponsorship**
- **Registrar**
- **Meet Manager**
- **Communications/Social Media**
- **VPS**

Apparel



<ul style="list-style-type: none"> • Hoodies are being distributed to members so you should see kids sporting their new teamwear at an event near you. • A personalized cap order will be going into Team Aquatics on December 19th. The minimum order is 75 caps and approximately half of those are already sold which leaves the club with a healthy inventory of blank caps to sell as needed. <p>On swim caps and team travel, I wanted to suggest sending chaperones or a designated adult with a small stash of caps with a sheet to record any purchases. I can collect this after each meet and can send names/purchases to our Treasurer for any billing required. If I am attending the meet, I could be the swim cap lady on deck. I haven't ran this by Krista yet so if this presents billing/accounting difficulties I withdraw my suggestion - was just something we did in my previous club that worked well.</p> <p>Thank you and wishing you and the board a good meeting and wonderful holiday season!</p> <p>Social</p> <p>The Christmas party was a success, and we were able to stay within the budget. Next year, we will book a venue in advance (likely one that will accommodate swimmer families). We will be planning an Orca social gathering in the new year (possibly February/March).</p> <p>We are looking into Rule the Pool and Photo Day.</p> <ul style="list-style-type: none"> • Officials • Website • Travel • Welcome Coordinator 	
<p>6. New Business</p> <p>New Business: Sponsorship and Team Fundraising:</p>	<p>All</p>



<p>We will be establishing a committee focused on sponsorship and team fundraising. This committee will help develop and coordinate initiatives to support the financial sustainability of the club. We need a board member to take on a lead role for this. After this, an email will be sent to the membership asking if they would like to join the committee.</p> <p>Rachel coordinates the individual fundraising and supports the individual sponsorship coordination - this is a huge role; therefore, we need to create a committee to support the team sponsorship and fundraising</p>	
<p>7. Next Meeting:</p> <ul style="list-style-type: none"> January 20, 2025 from 7-8pm Pinecrest Room Strathcona Gardens 	<p>Kelly</p>