



<b>Date:</b>	Jan 20, 2025	<b>Location:</b>	Pinecrest Room – Strathcona Gardens
<b>Time:</b>	7:00pm	<b>Facilitator:</b>	Kelly Bignell

<b>1. Call to Order &amp; Land Acknowledgement</b>	Kelly
<b>2. Agenda (Acceptance of agenda &amp; request for additions)</b> <ul style="list-style-type: none"> <li>• Minutes accepted – Nycky jay, Krista</li> </ul>	All
<b>3. Acceptance of previous meeting minutes</b> <ul style="list-style-type: none"> <li>• December 2025</li> <li>• Minutes accepted – Nycky jay, Krista</li> </ul>	All
<b>4. Previous Business &amp; Action Items:</b> <ul style="list-style-type: none"> <li>• <b>ACTION ITEM (Kelly):</b> to explore process for 50/50 draw and report back – <b>IN PROGRESS</b> <ul style="list-style-type: none"> <li>○ Fees for registration of app, more research required to secure low fees option</li> <li>○ Clear plan for onboarding this fundraising opportunity, report back at next meeting</li> </ul> </li> </ul>	Kelly
<b>5. Reports</b>  <b>President</b> - None  <b>Vice President</b> Thank you everyone for submitting your criminal record check information. Swim BC's cross referencing spreadsheet was sent late December so we should be all good there. Next course of action, I will put together a policy page around CRCs to add to the poolq site (requirement of Swim BC and Swim Canada).  The gaming grant application process opens in March. As we get into later February, I will be reaching out to a few board members to make sure I am up-	All



to-date/correct on required information such as enrollment numbers, financials, organizational structure and so on.

### **Head Coach**

Happy New Year to everyone. Just a couple of items to announce in our January report.

#### **First Cycle Success**

CRKW had a terrific first cycle of success at every level. Currently we are recording record overall numbers with a continued level of demand for our services. At the Mini Whales level, we see a high level of customer satisfaction, as well as a high standard of skill acquisition. A swimmer that graduates from our mini whales program will show a high level of competence in our Orca program. That success was on display during our 2 hosted meets, as our beginner level swimmers showed superior skill to our competitors. Our Orca program is showing amazing promise, as many of our Orca Seniors are qualified for Vancouver Island Regional Championships, a level of competence once reserved for our Killer Whale program. Our Killer Whale program is thriving with many pre teen and teenaged members showing dedication, passion and overall buy in to our sport. Swimmers competed at local, regional, provincial and National levels of competition this cycle. Our local meet in November had CRKW swimmers win a majority of the eliminators and showed versatility in all areas of swimming excellence. At the regional level we had swimmers compete at Nanaimo and had many best times, as well as finals swims. At the Provincial level CRKW showed a dominant performance in Richmond sweeping relays on both the male and female side as well as numerous wins and first second finishes in a wide variety of races. Finally we also showed success at the National level, having swimmers finish in the A finals at the Ontario Junior International Meet in Toronto. Overall CRKW has had 10 different swimmers break over 31 club records.

#### **Swim Meet Hosting Success, and area of Needed Expansion**

CRKW hosted 2 meets closely located to each other. We had the largest contingent of participants in recent history for both our Invitational as well as our Last Chance. It is well known across the island that Campbell River hosts a



great competition with memorable experiences, fun racing opportunities and an overall well run competition. There will be more appetite to come up to our town and race our highly competitive team, and people are interested in something a little different for their swimmers. With our new pool nearing completion the appetite exists as well for our community leadership to see Campbell River host more competitions, especially ones that involve an overnight trip. Our needed area of expansion is to be culturally ready to host our Regional Championships. This will include a Friday/Saturday/Sunday meet schedule and will include 5-6 sessions of competition. Once we are successful in hosting Regional championships, we can then investigate hosting Divisionals, as currently finding a host for our Division is a challenge. These championship meets will bring a viable income to our club as well as increased credibility to our organization.

#### Special Olympics Swimmers

Cheri and I are currently volunteering with our local Special Olympics group. They have some relatively inconvenient pool time and have had years of not being able to attain any coaching to allow their program to run. I was unaware of this otherwise I would have helped sooner. I would like to have our CRKW junior staff work with these athletes as well. I would also like to have our coaches be paid by us to do this. It is an important professional development skill to have the experience of working directly with athletes in this sector. The cost to CRKW would be approximately \$100 per month, the learning and experience would provide excellent value to our staff.

Overall CRKW is having an incredible season, let's keep the positive energy and discussions going and growing our program in time for the new pool to open!

Noted – Board approval for this request

#### **Head Development Coach**

We've just started the Winter session and it's bigger than I anticipated. I'm happy with our instructor's flexibility to help get all the classes covered off.

This season we have 3 swimmers with autism in private lessons and 3 adult private lessons, which is different than in past year, but I'm so proud of our coaches who are stepping up to the challenges.



We've also had an influx of volunteers interested in coaching. This session I have 7 volunteers helping over 11 different classes!

On another note, I've been working on the April Aquathon happening on Sunday, April 19. This joint venture with the Strathcona Regional District will be a swim run event, followed by a party in the park. The SRD covers the cost of the pool rental, and we've booked Pinecrest Park. I'm meeting with Laura Boyle (SRD) on Thursday to iron out more details including fees, insurance, the route, advertising, and running the event.

**Question for the group (Cheri)**

- For families that have multiple registrations, is there the ability to collect a discount? Discussion, agreed by members, this is good idea, research rate considerations to
- **ACTION ITEM:** Kelly to complete research on fee structure outlining multiple family member costing, build a plan and report back

**Kidstart and Jumpstart**

- Question, where to parents refer to? Response, linked on our website, noted large amount of work, reach out to Krista or Kili with additional questions

**Treasurer**

General: \$130,022.10  
Capital Projects: \$4,967.63  
Contingency: \$31,468.59  
Gaming: \$19,309.32

As reflected in our account balances, the club continues to operate from a position of healthy cash flow. A review of planned expenditures against actuals forecast a small surplus of \$5k at this point. The end of January marks the halfway point of our season, so I will complete a robust review of plans presented at the AMG in October so that I can recommend any necessary adjustments. A quick review of the clubs largest expenses, which are facility costs and salaries seem, everything seems on track with anticipated budget.

From a financial perspective the Team Travel to Richmond Fast Swim was a financial success. With a budget of just \$16K, and unexpected last minute delays at the ferry, expenses came within 2% (approx. \$400) for the entire event. [Congratulations](#) to our travel coordinator, coaches, and chaperons for their financial stewardship.

Finally, The CRKW Last Chance Qualifier is forecasting an additional \$7.5K in revenue in entry fees for the club. All corresponding expenses have yet to be reimbursed so I don't



have the overall net profit for the meet at this time but it should exceed the forecasted amount of \$4,000 in revenue.

### **Secretary**

- Email sent – address request required
- Societies formal documents being filed
- Address change for the club to ensure document flow (president handover)
- Virtual meetings pending bi-law review in progress

### **Fundraising & Sponsorship**

- Gunter's is going until Feb 18, with Mitchel's soup starting in Feb as well.
- Virtual 50/50 for last meet but the fee to run it is \$250 which we agreed was too steep for a one day meet. If you'd like it run for any event we need 3 weeks notice .

### **Registrar**

- None

### **Meet Manager**

#### 2026 CRKW Last Chance Qualifier

Our 2026 CRKW Last Chance Qualifier was a great success and filled with big energy. We had 77 CRKW swimmers and hosted a total of 140 athletes, making it a big full session.

Highlights include:

- 2 new club records-[congrats](#) to Jax Millns!
- Fantastic racing and team spirit from our CRKW who all had big full day of racing.
- Positive feedback from coaches and parents, a few people mentioned the out of order water refill station.
- 2 Refs- Kim Paddington and Kendra (from Nanaimo) who were able to both mentor officials gaining valuable experience and keeping the meet running great and ahead of time.
- Total from entry fees is: \$7,520.00

We also learned valuable lessons that will help us continue improving our meets moving forward, such as limiting events within sessions. 1 session limit to 4



<p>events, 2 sessions limit to 6 events. Working to keep sessions at a max of 4 hours. A big thank-you to our coaching staff for creating such a fun and supportive environment for our swimmers! April The Final Countdown – April 18-19, 2026</p> <p>Waiting for information about duathlon before listing and sanctioning. Once we receive information about the duathlon and receive event info from Richard, I will work on the April meet.</p> <p>Upcoming purchases, will include supplies for upcoming events. Annual renewal for Ironwood Storage is \$1499.40 due February 1st. Do we know if there is any storage for us at the new pool? Reponse, not know at this time</p> <p><b>Technology Update</b></p> <ul style="list-style-type: none"> <li>• We are excited to share that Corey from IZCO assisted with resolving technical issues on the club laptop twice this season and has offered to donate a new laptop for the new year. This is an incredibly generous contribution and will greatly support our meet operations. Yay! 🙌 Connecting with Corey next week.</li> </ul> <p><b>Communications/Social Media</b></p> <ul style="list-style-type: none"> <li>• Everything is running smoothly. Hoping that when a swimmer gains a sponsor (when it's finalized/whoever receives that), they are asked for their logo and short description to be sent to njvanjecek@bluetreephography.ca?</li> </ul> <p><b>VPS</b></p> <ul style="list-style-type: none"> <li>• Records will be updated after recent meet and sent to membership for review</li> </ul> <p><b>Apparel</b></p> <ul style="list-style-type: none"> <li>- None</li> </ul> <p><b>Social</b></p> <ul style="list-style-type: none"> <li>- None</li> </ul>	
<p><b>6. New Business</b></p> <ul style="list-style-type: none"> <li>• Sponsorship &amp; Team Fundraising Committee <ul style="list-style-type: none"> <li>○ Reminder that we are seeking volunteer parents to fill these roles</li> <li>○ Consideration for sending email to ask the larger club.</li> </ul> </li> </ul>	<p style="text-align: center;">All</p>



<b>7. Next Meeting:</b> <ul style="list-style-type: none"><li>February 17, 2026 from 7-8pm Pinecrest Room Strathcona Gardens</li></ul>	Kelly