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| **Date:** | October 22, 2024 | **Location:** | Pinecrest Room – Strathcona Gardens |
| **Time:** | 7:00pm | **Facilitator:** | Mercedes Hayduk |
| **Attendees:** Kelly Bignell, Billie Vose, Mercedes Hayduk, Nycky-jay Vanjecek, Cheri Millns, Rachel Balabuch, Shannon Haugen, Kirstie Stewart | | | |

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| **1. Call to Order** | Meeting called to order at 7:02pm |
| **2. Accept Agenda** | All accept |
| **3. Acceptance of previous meeting minutes** | * Kelly moves to accept the meeting minutes from September 2024. Nycky-jay offers second. All in favor |
| **4. Business arising from previous meeting minutes** | None |
| **5. Reports** | **President** (Mercedes)**:**  Welcome to the first official board meeting of the 2024-2025 board of directors and committee heads. Thank you for stepping forward to help CRKW and our swimmers to reach their full potential.  Each of you do so much to support not on your swimmer but this club and I am immensely grateful for your efforts. It is a pleasure to work along side you.    As it is the start of a new board, I would like to take a moment to set the tone for the year. One of the things that makes us so effective and awesome as a Board is our mutual respect, our kindness in how we treat each other, our ability to listen, to offer suggestions, to ask questions and to work together for the greater good of our club.    Our purpose as a Board is always to determine what is best for CRKW as a whole club and from a high level.  Our purpose is to support our staff so they can continue with their amazing swim program and focus on creating the amazing experiences for our swimmers.  Our Coaching staff have done an amazing job of creating an inclusive and dynamic program.  Our goal and purpose is to support them in the background so they can continue to do what they do so well.  Our purpose is to always put our club and our club’s best interest first – even above our own and our child’s interest.  We develop policy, we develop processes and always we make decision in the best interest of the club.    I will do my best to keep our meetings to one hour but please forgive me if sometimes our conversations go past this time.   I consider you all friends but let’s keep our socializing to before or after our meetings.  Please feel free to ask questions but sometimes if the topic is outside the scope of our meeting, I may ask us to chat afterwards.  If you have a big topic to discuss beyond a short report, then please send it to me in advance so that I am not surprised and so that I can prepare our timing.  At all times, please maintain respectful communication with our board members and honour all the hard work that each of us does to support CRKW.  I am always available to chat or email if you have questions.  I thank you for your time and your efforts to our club.  **Head Coach (Richard):**   * No report   **Development Coach (Cheri):**  After a bit of a rocky start with the pool closure, our lessons program is underway and looking good. No concerns at the moment. I'm really excited that we got more pool time in the leisure pool this year as we've been able to use that regularly for our littlest munchkins.  I'd like to look at giving the lessons coaches that choose to complete their Swimming 101 course an extra dollar or two an hour just to show that we value their interest in continuing to learn and be educated in the field. At the moment, we don't have anyone that would get a raise right away, but I'd be happy to encourage them to continue their training as coaches.  Coaches are getting letters again this year stating the things they need to complete before the end of November. I don't think there are going to be many, if any, suspensions this fall as we don't have many new instructors and everyone should have their certifications in order from last year. I've sent out detailed information to the coaches with links to the courses they may need.  **Treasurer (Billie):**  Account Balances  General: $118,664.98  Capital Projects: $5,001.38  Contingency: $31,502.34  Gaming: $27,0008.45  All invoices are current and paid!  I would like to suggest we increase the coaching fee for away swim meets to $10/ swimmer to offset coaching costs. We can go as high as $15/swimmer or $10/ Swimmer per day? For Team travel this would look different. Currently, for team travel the club has been paying upfront for Coaching costs related to Team Travel. \*\*See new business for discussion  Communication/Correspondence  I received a letter regarding changes that are being made to the Community Gaming grants online application. We need to obtain a Business BCeID and this will need to be done prior to February 2025. I will give the information to Kelly.  **Fundraising Coordinator** (Rachel)**:**   * Cheese Fundraiser, going well and closes soon (Nov 6, 2024) * Poinsettias – Kick Off email sent, excellent new idea of lead parent to collect orders online, should go smoothly * Chocolate – seeking volunteer, email to follow * Coffee – seeking volunteer, email to follow * Rule the Pool – seeking several volunteers, more information to follow   **Sponsorship Coordinator:**   * No report * Noted that sponsorship list will be forwarded to the Board of Directors   **Registrar:**   * No report * Noted, amazing work to support Swim Canada transition   **Meet Manager** (Nycky-jay)**:**   * Current meet sanctioned * Work being completed to revise the ‘How to Run a Meet’ manual * Seeking power washer for front entrance, will work with Strathcona Gardens team to secure, or ask for parent volunteer – worth 1 VPS point   **VPS Coordinator** (Margie)  I have added the points to the new board members and have updated the spreadsheet to show accurate points owing for siblings. I have emailed Chris and he will provide me with a list of those who have completed the most recent courses after the swim meet so I can cross reference who applied their skills and therefore earned points. I’m looking forward to another fun filled swimming season!  **Apparel Coordinator**   * No report * Noted, caps and t-shirts have arrived and are being distributed   **Social Coordinator (Shannon)**   * December 7, 2024, is the Christmas Party, Save the Date, location is the Christian School, fair cost for rental * Sara Willis (Orca parent) will be supporting the event   **Communications/Social Media Coordinator (Nycky-jay)**   * All going well, ongoing comms via Social Media, positive feedback   **Officials Coordinator**   * No report * Noted, courses/training opportunities are continuing, higher level of certification being offered in Jan   **Website Coordinator**   * No report   **Travel Coordinator**   * No report |
| **6. New Business** | **Coaches Salary – Development/Orca Program (Cheri)**   * Request for Board of Directors to consider $1.00 raise for instructors that have completed Swimming 101 Course * Question, what is the current wage? Response (Cheri) 20.00 per/hr, noted that comparable wages are 24.00 per/hr * Noted (Nycky-jay) consideration for time spent in the role, recommend raise after 1 year time completed and courses required. * Approval provided (All) for 1.00 per/hr increase for Coaches that have completed Swimming 101 and 1 year of employment.   **Proposal to Increase swimming away coaching fee (Billie)**   * Request to support increase as outlined above, several options reviewed * Nycky-jay – Motion to raise coaches away fee from 5.00 to 10.00 per meet. Rachel seconds the motion. Motion carried. |
| **7. Next Meeting** | **November 12, 2024, 7:00pm**  Pinecrest Room (Strathcona Gardens) |