EKSC Board of Directors Meeting Agenda/Minutes

Date & Time December 2, 2024; 7:30 pm

Attendees Sara, Heather, Paul, Ian, Erica, Anj, Tarek, Darren

Location: Virtual

Regrets

Board Meeting

Agenda Item	Minutes / Decision / Action
1. Approvals	
1.1 Welcome and Call to Order 1.2 Approval of Agenda	Sara Pretzlaff Erica, 2nd - Anj
1.3 Approval of Previous Minutes	Deferred to January 2025
2. New Business	

2.1 Board Orientation (Sara / Darren) 2.1.1 Orientation Overview Document 2.1.2 Bylaws - Obtain the bylaws. Send to board members for orientation. Submit the bylaws 2.1.3 Board Meeting Format 2.1.4 BOD Changeover (Chris) 2.1.4.1 CIBC 2.1.4.2 CRA 2.1.4.3 Google Suites 2.1.4.4 QBO 2.1.5 Update Board Website profile	2.1.1 Darren created document & power point presentation based on club handbook. Outlined vision, athlete values, stakeholder/5 pillars, Board of Director & staff responsibilities. Heather & Anj to review list of Reference Documents, handbook, by laws, strategic plan. Determine if anything else should be added to Darren's presentation 2.1.2 Originals are in hand. Sara and Anj will work on letter for submission. 2 executive officers will need to sign and Anj will submit to gov't office. 2.1.3 Goal to have Sara and Chris meet on Thursday prior to board meeting to set agenda. Agenda sent to board by Friday with all reports attached to review over weekend 2.1.4 Ensure more streamlined process for outgoing members to hand over passwords, CIBC signing authority, CRA passwords etc. Ian will help Sara 2.1.5 Members to send profile photos to Paul if they want photo on website.
2.2 Varsity Program Update (Paul)	UofA has discontinued the swim program due to finances. Alumni Association has been working to find a solution to support current athletes. Is there potential that they could pay to support current athletes through to graduation? Idea proposal to establish a bursary fund to support post-secondary athletes in Edmonton. What would this look like? Current team roster has 20 athletes; 10 have expressed interest in staying and continuing to train full time. Can Keyano partner with Alumni association to support these athletes 50/50? Board agrees and there can be a conversation with the Alumni assoc. regarding their casino and potential support of current athletes. Darren & Ian would like to see/create a business plan proposal for what this type of partnership would look like in order to mitigate financial and reputational risks.
2.3 Bingo License Renewal (Chris)	2.3.1 motion presented by Sara P; seconded by Anj A. & Darren M.

2.3.1 Motion: To renew Keyano's bingo license with the West Edmonton Mall Bingo Association from Mar 1, 2025 through Feb 28, 2027. 2.4 Benevity (Chris) 2.4.1 Discussion: Should Keyano look at adding a Benevity / Donation minimum with a target to allow a reduction of bingo commitment by 1 shift per $500? 2.5 Dare to Care (Chris) 2.5.1 Discussion: Do we want to go ahead with mandatory D2C participation vs encouraged participation? If mandatory, for whom? And, what is the consequence of failure to meet this commitment?	2.4.1 Ian - has a lot of experience with Benevity and feels it is a highly effective program. He is in favour of developing this type of program for Keyano. Chris will review further in January. 2.5.1 Board agrees that D2C should be a mandatory requirement for all program members. Potential consequences could include no early registration for next season or no registration at all for next season until course is completed. Consider offering the course again later in the season This may become a requirement of Swim Canada
3. Ongoing Business	
3.1 Safe Sport Committee work (Erica) 3.1.1 Update on ToR 3.1.2 Update on policy framework	Erica has been reviewing all club documents and working on creating consistent language throughout all documents as well as follow through on stated policies. There are no draft Terms of Reference yet. Erica has met with Chirs and others in the swim community and has been working on development of proposed committee: 3 Aspects/Elements 1) Review all Documents related to Safe Sport 2) Create 2 Rosters: a) Investigators b) 5 case managers (these 2 rosters would work at arms length from involved parties and from the board) 3) Recommendations to the board for resolution of disputes
4. Committees Reports & Questions	

4.1 Safe Sport Committee (Erica)	
4.2 Finance & Audit Committee (Darren)	3rd Party audit is underway. Should be complete in early January Darren and Tareq will review in February.
4.3 Competitions & Officials Committee (Cathy/Sara)	No report
4.4 General Manager Report (Chris)	CoE Engage and Play Survey - Ian
4.5 Head Coach Report (Paul)	
4.6 Fundraising Committee (Creation)	Will discuss in January
5. Roundtable	
5.1 Next Meeting	Jan 13 MS TEAMS
5.2 Adjournment	Adjournment at 9:11pm - Sara P. 2nd - Erica : Anj

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