September 25, 2023

Dear Keyano Members,

Announcement of Meeting: EKSC Annual General Meeting 2023

On behalf of the Board of Directors of the Edmonton Keyano Swim Club, I would like to extend a warm welcome to all new and returning members, as we enthusiastically begin our 2023/2024 swimming season. This year, we are pleased to announce that we will be holding our **Annual General Meeting** on **Wednesday, November 1,** from 4:45 - 5:30. The meeting will take place in the Kinette Room in the Kinsmen Sports Centre (access through the cafeteria, past the viewing area and across from the dive tank). Please mark this date on your calendar as we very much look forward to seeing you.

**AGM Agenda**

As per EKSC Bylaws, the business of the Annual General Meeting shall include:

1. The Board of Directors Report - Ian Boreyko, President, EKSC
2. Presentation of the 2021/2022 Audited Financial Statement - Thomas Bonar, VKO, LLP
3. Appointment of an auditor for the 2022/23 fiscal year-Ian Boreyko
4. Review, consideration, and approval of proposed EKSC Bylaw changes - Jill Edwards, Past President, EKSC
5. Consideration of any resolutions brought forth by members in advance of the meeting - Ian Boreyko
6. Election(s) of members to the Board of Directors - Ian Boreyko
7. General Manager’s Report - Chris Nelson, General Manager, EKSC
8. Head Coach’s Report - Paul Birmingham, Head Coach, EKSC

If a member has any additional business items to add to the AGM, please contact our club President, Ian Boreyko at iboreyko@eksc.com by **Monday, October 23, 2023**. The Agenda will be finalised and posted on the EKSC website after this date.

**Approval of Bylaws**

Prior to the COVID-19 pandemic, EKSC undertook a review of our operating Bylaws. A committee was formed to amend and update several aspects of these governance codes. The committee has created a brief presentation for members to review, which summarises the proposed changes and updates. In order to formally amend these Bylaws, our members must vote to approve the changes. This vote will take place at the 2023 AGM. Please review the Bylaw changes on the website (under the AGM tab) prior to the meeting. If you have any questions or concerns regarding the Bylaws, please contact Jill Edwards (jedwards@eksc.com).

**Access to AGM Documents**

The following documents will be available for review prior to the AGM on the Keyano website (eksc.com) under the AGM tab:

* Notice of Meeting
* 2023 EKSC AGM Agenda - meeting scheduled for November 1, 2023
* 2022/23 Report from the EKSC President, Ian Boreyko
* Copy of the Audited Financial Report for Year ending August 31, 2022 and Treasurer’s Letter
* Copy of 2022 AGM Minutes - unapproved
* Board of Directors Role Description
* Blank Nomination Form (for those wishing to be considered for a position on the Board of Directors)
* Proxy Vote Form
* Details of the Board of Director Nominees for the 2 vacant positions (to be posted after October 23, 2023)
* Bylaw Review and Proposed Amendments

**Nominations for Board of Directors**

We are pleased to accept nominations for positions on our Board of Directors. Positions on the Board may be held for a two-year term prior to re-election. This year, **there are two positions available on the Board of Directors.**

For anyone interested in a Board position, our bylaws state: ‘*A member of the Board of Directors must be a voting member in good standing or an Associate Member of the Society’.*

Further details regarding what the Board Member roles entail are captured in the ‘Board of Directors Role Description’, which can be found in the 2023 AGM Documents on the Keyano website.

If you wish to be considered for a Board position, please fill out the[Nomination Form](https://forms.gle/n5EgqigGyqbfyTGFA)and submit before **October 23, 2023**. To ensure your nomination has been received, please send a separate notice of intent to kwilliams@eksc.com. Please note that all information contained in the nomination forms will be shared with all members of EKSC as part of the voting process.

**Voting Process for Board of Director Positions**

Our voting process for the two Board of Director positions will follow the following format:

1. All nomination forms received by **October 23, 2023** will be posted under the 2023 AGM Documents tab on the members’ home page of the Keyano website for members to review.
2. EKSC Members will be able to view all nomination forms received prior to the AGM on the EKSC website under the 2023 AGM tab.
3. Voting will take place at the AGM. If a member is unable to attend, the [PROXY VOTE FORM](https://drive.google.com/file/d/1Ks_MZFuJMtOYfEWl-PrHqqZ6ra1Rx8Qt/view?usp=sharing) is available by clicking on the link and can also be found on the Keyano website (Members home page, AGM tab at the top) and can be delivered by mail to the Keyano office or delivered by another member attending the AGM.

We strongly encourage all members to participate in our 2023 AGM. Please set aside time to attend the meeting. This is an opportunity to meet fellow EKSC members, swim parents, our General Manager, Head Coach and to connect with the Board of Directors. As well, we encourage members to review the meeting documents, to put your name forward for consideration on the Board of Directors or to encourage another member to do so. Most importantly, mark your calendar for **Wednesday, November 1, 2023**, and plan to attend. If you have any questions or require any further information regarding any aspect of the upcoming meeting, please contact the board secretary, Kristi Williams (kwilliams@eksc.com).

We look forward to seeing you, in the Kinette Room on **Wednesday, November 1, from 4:45 - 5:30pm**.

Kind Regards,

Kristi Williams

Secretary, EKSC Board of Directors