



Edmonton Keyano Swim Club

Setting a new standard for swimming in Canada

#106-9100 Walterdale Hill NW
Edmonton, AB T6E 2V3
P: 780 432 9448

www.eksc.com

September 29, 2025

Dear Keyano Members,

Announcement of Meeting: EKSC Annual General Meeting 2025

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 2025/2026 swimming season. This year, we are pleased to announce that we will be holding our **Annual General Meeting** on **Wednesday, October 29, 2025** from 5:00 - 6:00. 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.	Welcome & 2024-25 Season Review	Paul Birmingham, Head Coach
2.	Board of Directors' Report	Sara Pretzlaff, President
3.	Executive Summary, 2023-24 Financials	Chris Nelson, General Manager
4.	Presentation of 2023-24 Audited Financial Statement	Darren Mahony, Treasurer Chris Nelson, General Manager
5.	Appointment of an auditor for the 2024-25 FYE	Darren Mahony
6.	Consideration of Resolutions brought forth by members in advance of the meeting	Sara Pretzlaff, President
7.	Election(s) of members of the Board of Directors	Sara Pretzlaff, President
8.	Adjournment	

Additional Items for Agenda

Edmonton Keyano's AGM has an agenda set out in our bylaws. As a part of that agenda, members may bring resolutions forward to the AGM. Note that a resolution should be of considerable magnitude and not of a day-to-day governance or operations level. To propose a member resolution for the AGM, please submit your resolution in writing to President, Sara Pretzlaff at spretzlaff@eksc.com by **Monday, October 20, 2025**. The Agenda will be finalized and posted on the EKSC website after this date.



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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
- 2025 EKSC AGM Agenda - meeting scheduled for October 29, 2025
- 2023/24 Report from the EKSC President, Sara Pretzlaff
- Copy of the Audited Financial Report for Year ending August 31, 2024, and Treasurer's Letter
- Copy of 2024 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 vacant positions (to be posted after October 20, 2025)

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 2-4 positions available on the Board of Directors. These are for two-year terms.

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 2025 AGM Documents on the Keyano website.

If you wish to be considered for a Board position, please fill out the link [Nomination Form](#) and submit before **October 20, 2025**. To ensure your nomination has been received, please send a separate notice of intent to cshepherdfinlin@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.



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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 20, 2025** will be posted under the 2025 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 2025 AGM tab.
3. Voting will take place at the AGM. If a member is unable to attend, the [PROXY VOTE FORM](#) 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 2025 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. 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, October 29, 2025** 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, Catherine Shepherd-Finlin (cshepherdfinlin@eksc.com).

We look forward to seeing you, in the Kinette Room on **Wednesday, October 29 from 5:00 - 6:00 pm.**

Kind Regards,
Cathy Shepherd-Finlin
Secretary, EKSC Board of Directors