EKSC Board of Directors Meeting Agenda/Minutes

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Date & Time July 7, 2025; 6:00 pm

Location: Virtual

Attendees Darren, Tarek, Chris, Paul, Sara, Heather, Anj

Regrets Erica, Cathy

Board Meeting	
Agenda Item	**Minutes / Decision / Action**
1. Approvals	
1.1 Welcome and Call to Order 1.2 Approval of Agenda	1.1 Call to order at 6:15pm 1.2 Motion to approve the agenda. Heather and Sara to Second
1.3 Approval of Previous Minutes – June 2, 2025	1.3 Motion to approve the minutes from June 2, 2025. Heather and Sara to second
2. New Business	

2.1 Budget & Training Fee 2025-26 Season – Darren & Chris 2.1.1 Motion required to approve the 2025-26 budget and training fee	2.1 Chirs and Daren have met and discussed. This was presented at June 2, 2025 meeting. Only change that was made is that Swim Alberta raised fees more significantly that expected, so EKSC is going to raise the registration fee by $5 this season and perhaps $5 next year to cover the Swim AB increase. **Motion: To approve the EKSC 2025-26 Budget and training fee. Darren Mahony, Anj Augert seconded. Motion Carried.**
2.2 UASTAS (Chris and Paul) 2.3 City Involvement in Swim Club Operations (Darren) 2.3.1 Burlington Swim Club Article	2.2 Offer the UASTAS the Keyano policies so that the training group that is being created has the opportunity to use them to create their own set of policies. A letter will accompany the policies to state that they are for resource only and Keyano is not held liable. 2.4 Burlington Swim Club lost their pool space. Darren presented thoughts regarding contract law and compliance to contract. Darren suggested that we should be aware that City governments can change the way things are done with regards to swim clubs. If RFP's are ever brought in to the Edmonton Swim community we should be aware and the board should be brought in to help with the process. Tarek asked the question of how would Keyano mitigate the potential threat to our club. Paul stated that Edmonton is currently under a different model in that clubs are leasers of pool space, so at the moment we are not at risk, but agreed that if things change we need to be on top of it. Darren - Any proposal we make as a board would be greater than $5000 as per our governance document. Low likelihood but catastrophic if it happened. Mitigation needs to be put in place. **ACTION:** Darren and Tarek to review the governance document to see if any revisions need to be made to set up the club for success/mitigate the risk if this ever happens.
3. Ongoing Business	

3.1 Bingo Points Policy 3.1.1 Process for outstanding members 3.2 Dare to Care 3.2.1 Spring/Summer update 3.3 Bylaw submission (Cathy) 3.4 Annual Return - Done 3.5 CIBC - Signing Authority (Darren/Chris) 3.6 CRA - 3.7 Board Orientation (Darren & Sara) 3.8 Varsity Program Update (Paul)	3.1.1 July 31 outstanding bingos will be charged to the members accounts. Communication was sent out with the newsletter July 6, 2025. 3.2.1 Dare to Care – update. 67 members did the early June session and 55 did the early July session. Likely over 90% participation. This is a good indicator of intent to return. September 2025-26 Plan - currently no plan to run in-person courses and there is not a lot of room in the budget to add every season. Heather raised the question about athlete courses as they age though the content. Perhaps every year is too much as scheduling is very difficult within the training program. Monitor this next season and jump in as required if there are issues. Perhaps a coach session to give them tools, outline pathways, etc. This doesn't have to include Dare to Care but more from our Safe Sport committee and EKSC specific. Clarity needed around when the Safe Sport committee gets involved, especially for the coaches, but also for members. 3.3 Cathy to make edits and resubmit 3.4 Done 3.5 Sara to send Ryan Mo's instructional video to Darren and Erica. Darren to send one last follow up with Liane to get tokens sent out. CMO Token (Cash Management online) 3.6 Darren and Sara to discuss offline. Darren to call CRA to gain access. 3.7 Deferred 3.8 Deferred
4. Committees Reports & Questions	
4.1 Head Coach Report (Paul) 4.2 Safe Sport Committee (Erica)	Paul to thank everyone for running a great EKI. No written report this month. The timelines were great. Will have to look at EKI for next year, as trials are at the same time. Potentially use EKI as a summer-end, season ender meet, western Canadian meet?
4.3 Finance & Audit Committee (Darren)	

4.4 Competitions & Officials Committee (Cathy/Sara)	Competition Handbook Revision – Anj volunteered to type up and format. Sara to look at content revisions and ask people on the committee for input.
4.5 General Manager Report (Chris)	Attached
4.6 Fund Development Committee (Creation) – Next season?	Sara suggested to plant the seed for next year to create a fund development sub-committee to help with grant applications, sponsorships, and general fundraising.
4.7 Offering of alternative programs (master, post-secondary, etc.) - Tarek	Paul stated issue comes down to real estate. But there are still Sr. Prov group that has post-secondary students.
5. Roundtable	
5.1 Next Meeting	Wednesday Sept 3rd at 6 PM, 2025 MS TEAMS
5.2 Adjournment	7:28 PM