



EKSC Board of Directors Meeting Agenda/Minutes

Date & Time	Oct 6, 2025; 7:30 pm	Attendees	Darren, Chris, Paul, Sara, Heather, Anj, Erica, Cathy
Location:	Virtual , ID: 213 855 343 0423 Code: Bd3Vc3M7	Regrets	Tarek

Board Meeting	
Agenda Item	Minutes / Decision / Action
1. Approvals	
1.1 Welcome and Call to Order	1.1 Erica Called to order at 19:32
1.2 Approval of Agenda	1.2 Motion to approve the agenda. Motion by Darren and seconded by Sara. Approved.
1.3 Approval of Previous Minutes – Sep 8, 2025	1.3 Motion to approve the minutes from Sept 8, 2025 by Sara and seconded by Darren. Approved.
2. New Business	
2.1 AGM (Sara) 2.1.1 Announcement & Agenda, Forms are complete, posted 2.1.2 Process for reviewing nominations, requests for agenda 2.1.3 New & Returning BOD	2.1.1 Announcement and agenda went out September 29, 2025 and posted on the website. 2.1.2 Until October 20 for consideration. After that point Sara will email it out to discuss if it goes into agenda. 2.1.3 - 2 open positions if Cathy and Tarek stay on the board. Erica asking re: approaching some members with specific skills. Sara has indicated that she has approached a couple of members.
2.2 Swim Alberta Screening Policy (Chris) 2.2.1 Discussion surrounding policy; update from SA	

2.2.2 Contingency plans for 2025-26, next steps 2.3 CAREERS, New Provincial Grant (Chris) 2.3.1 Potential \$10/hr subsidy for under-24 employees	So far there is only one nomination. Query whether that is a conflict (current employee of Swim Alberta). Erica suggests that there is an option to ask them to remove themselves from discussions if we feel there is a conflict of interest. Option to have that conversation prior to an official nomination. <u>Action:</u> Erica will have a conversation with the nominee regarding the same. Erica would like to circulate a sample policy to the BoD in the next 24 hours. Erica motioned to introduce Sara Pretzlaff as an affiliate member who will abide by the EKSC policies, procedures, bylaws, rules regulations. Sara Pretzlaff requests an affiliate membership and accepts the same. Darren seconds the motion and Chris accepts the registration. All in Favour of acknowledging Sara's request - motion passed Second motion by Erica the BoD deem Sara Pretzlaff an affiliate member for 2025-2026; seconded by Anj. All in favour - motion passed.
3. Ongoing Business	
3.1 Benevity 3.1.1 Decision on whether to pursue or table for this season 3.2 CIBC - Signing Authority (Darren) 3.2.1 Update from CIBC (Darren) 3.3 CRA – Retrieval of BOD Access (Sara) 3.4 Board Orientation (Darren & Sara) 3.5 Post-Secondary Program Update (Paul) 3.6 Advisory Committee for posterity (Sara)	2.2.1 Competitions Committee and Chris met re: Screening Policy as it has been communicated and had many questions regarding clarification about who is at which level. Sean Holman has replied to Chris to hold off on police checks for volunteers until Swim Alberta receives and communicates clarification. 2.2.2 If needed for Octoberfest the policy states that it can be in progress. <u>Action:</u> Chris will update via email. 2.3.1 Chris would like to proceed with looking into the grant with "CAREERS". Darren asking re: who is CAREERS as an organization? Chris states he will look into it further. They are a charitable organization that has received government grant funding. Erica asking re: vetting to ensure the is alignment with club values. <u>Action:</u> Chris will look into it and let the BoD know. 3.1.1 Chris suggests tabling for now. Volume of funds through benevity is very low and has not hit the level for discussion. If additional members are asking then we can bring it back for discussion. Darren agrees. 3.2.1 Darren and Chris will meet again this week and will start the letter process for signing authority. 3.3 Tabled

	3.4 Tabled 3.5 Tabled 3.6 Sara suggests doing this after the AGM elections.
4. Committees Reports & Questions	
4.1 Head Coach Report (Paul)	Report attached
4.2 General Manager Report (Chris) 4.2.1 Key points included in agenda	Report attached
4.3 Safe Sport Committee (Erica)	Erica is looking to recruit committee members. Send any interest to Erica.
4.4 Finance & Audit Committee (Darren)	Chris and Darren to meet on CIBC Darren requesting to meet Chris prior to AGM
4.5 Competitions & Officials Committee (Cathy/Sara) 4.5.1 Recommendation: Increase Judge of Stroke pts to 8 4.5.2 Recommendation: Raffle for Participation Points @ Octoberfest	Report attached 4.5.1 Due to increased responsibility and time commitment the suggestion is to increase the points to 8 from 7. 4.5.2 It is included in the Participation points policy. The format is a raffle. The recommendation was to go with 3 winners of 1 month fees and 7 winners of a \$100 club credit. The \$2000 was earmarked in the budget already. The plan is to do the raffle at Octoberfest for last season. See report for details. <u>Action:</u> Paul will send out an email to let members know as this is the first year.
4.6 Fund Development Committee (Placeholder, Tentative Committee)	Tabled
5. Roundtable	
5.1 Next Meeting	After the AGM on October 29, 2025 to elect the new executive. Chris and Paul will attend to welcome and give an orientation of what they do for the club and how the board and the staff work together.
5.2 Adjournment	Motion to adjourn by Darren and seconded by Sara.

	Adjourned by Erica @ 2043
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