



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

Board of Directors Meeting Minutes

Date: September 9, 2024

Time: 19:00

Location: Virtual

Presiding: Ian Boreyko

Secretary: [Cathy Shepherd-Finlin](#)

Attendance: Ian Boreyko, Cathy Finlin, Chris Nelson, Paul Birmingham, Sara Pretzlaff, Kristi Williams, Erica Solomon, Tarek Motan, Cian O'Kelly

1. Welcome and Call to Order

Ian Boreyko called the meeting to order at 7:05 pm

2. Approval of Agenda

A motion was brought forward by Erica Solomon and seconded by Sara Pretzlaff to approve the agenda as circulated. All in favour.

3. Approval of Minutes from Previous Meetings

3.1. [July 8, 2024 Minutes](#)

A motion was brought forward by Sara Pretzlaff and seconded by Kristi Williams to approve the minutes from the meeting of July 8, 2024, as circulated. All in favour.

4. New Business

4.1 Replacement of Ryan Mo as Treasurer

- Treasurer position needs to be filled according to Non Profit regulations.
- Suggestions of the board appointing a new treasurer until one can be elected
- Decision made to wait until the AGM (late October) for election of a Treasurer rather than appoint someone for a 6 week term.
- Query if the treasurer must have children currently swimming with EKSC. According to the bylaws they do not as there is no specific requirements stated.
- Sara and Erica both have connections to members who may be interested and qualified to fill the role. Will discuss with them prior to the AGM.

4.2 2024 AGM

4.2.1 – Date and Location

- The AGM will be on October 30, 2024 @ 1645-1730 in the Kinette Room at Kinsmen. A question and answer period similar to last year will follow.
- Discussion around date related to bookings in Kinette room every Wednesday for Dare to Care training. Chris to look into alternate space for D to C that night.
- Less swimmers at Kinsmen on Wednesdays then previous years as Gold is no longer housed there.
- Possibility of having a hybrid meeting – those who cannot attend can do virtually. Chris will investigate setting this up.



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4.2.2 – Key Agenda Items and Prioritization

- The standard template for the AGM will be used which includes:
 - Minutes from 2023 AGM for approval
 - Report of the Board of Directors
 - Report of Financial Statements
 - Presentation of 2020/2021 Audited Financial Statement - Thomas Bonar, VKO LLP
 - Appointment of Auditor for 2022/2023 Season
 - Election of Members to the 2020/2021 Board of Directors (including clarification that the new Bylaws will be used to guide elections). There are 3 new positions and 3 re-elections.
 - Report from the General Manager - Chris Nelson
 - Report from the Head Coach

4.2.3 – Auditor Selection for 2024

- In conjunction with Chris and Jie, Ryan has recommended taking the opportunity to switch to a different firm for auditing. Based on his experiences as a CPA as well as an auditor he recommends:

After careful discussion with Chris and Jie, I would like to propose to the board an option of changing our auditing firm for the upcoming fiscal year. Below are the key issues we have encountered with VKO in the past:

- *There were excessive supplementary documentation requests even though many of which were unnecessary and no significant concerns being identified during or after the audit process.*
- *In some cases, VKO made mistakes but unclear and frequent changes in their requests, which created confusion and extra work for our administration staff.*
- *The auditor's approach was sometimes abrupt, and there were moments where Jie's clear and straightforward answers were not adequately considered.*
- *The cost of the audit has risen considerably, from \$7,500 to over \$12,000 in the past year. After discussion with Chris and Jie some of the billed hours were spent on recalculation on the reports provided by EKSC, which were unnecessary.*

Given the issues outlined above, it has caused inefficient and smooth auditing experience for the management in the past. In light of these issues, I recommend we explore new auditing options. Swim Alberta faced similar challenges and has successfully transitioned to Metrix Accounting, a local firm recommended by Volleyball Alberta. Given our similar needs, Metrix Accounting could be a suitable alternative for us as well.

- Chris has reached out to Swim Alberta and they have switched over to Metrix.
- Chris has requested a quote from Metrix and is awaiting one from another firm as well.



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- 4.3. Kinsmen lease extended with CofE
- lease for next 2 years confirmed.

5. Ongoing Business

5.1. AGLC Casino

- In good shape for volunteers
- All key roles have been filled
- A call for additional volunteers is going out to the club ASAP.

5.2. Board research regarding dispute resolution – Sara

- The Dare to Care Program for the EKSC and its parents, coaches and swimmers has been scheduled from September until January.
- The next step is to discuss a Code of Conduct committee similar to those at UCSC and Cascade. The items discussed were:
 - o One board member should be part of the committee
 - o Utilize the current Code of Conduct documents and be responsible to update as needed.
 - o Ideally the members would be from a range of professional backgrounds
 - o Terms of reference - Need to add the purpose of jurisdiction of the committee to the current EKSC TOR template.
 - o Need a policy first
 - o Erica will spearhead an ad hoc committee this season to start the work.

6. Standing Reports

- 6.1.1. [Head Coach Report](#) - Paul Birmingham

- 6.1.2. [General Manager Report](#) - Chris Nelson (attached)



GM Report - Sep
2024.docx



BalanceSheet_Jul31.pdf



ProfitandLoss_Jul31.
pdf

7. Upcoming Meetings

- 7.1. Decision to hold next EKSC Board Meeting October 7, 2024

8. Roundtable - NONE

9. Adjournment

Ian adjourned the meeting @ 2038

*(Board members only)