



Edmonton Keyano Swim Club

Board of Directors Special Meeting Minutes

Date: Saturday, September 21, 2019

Time: 11:30 am - 12:30 pm

Location: Kinsmen Sports Center Boardroom

Presiding: Jill Edwards

Recorder: Kristi Williams

Attendance: Jill Edwards, Clare Hickson, Eugene Chomey, Cian O’Kelly, Rob Cole, Karol Basler, Jane Forest, Chris Nelson, Paul Birmingham,

Regrets: N/A

1. Welcome and Call to Order

Jill Edwards called the meeting to order at 11:34 am.

2. Approval of Agenda

A motion was brought forward by Clare Hickson and seconded by Cian O’Kelly that the agenda be approved with the addition of Item “3.3 Approval of Eugene Chomey as an Associate Member” and Item “3.4 *In Camera* Session” at the end of the meeting if time permits.

CARRIED

3. Business

3.1 Approval of Committee Terms of Reference

- **Human Resources & Legal Committee:** The only change made was to eliminate specific names out of the Terms of Reference.

Clare Hickson made a motion to approve the HR & Legal Terms of Reference document as presented. Cian O’Kelly seconded the motion. All in favour.

CARRIED

3.1 Approval of Committee Terms of Reference (cont'd)

- **Competition and Officials Committee:** The word “volunteer” has been changed to “participant” in the document. As well, Sara Pretzlaff has been added in place of Sophie Kidd in the membership.

Clare Hickson made a motion to approve the Competition and Officials Terms of Reference document as presented. Rob Cole seconded the motion. All in favour.

CARRIED

- **By-Law Committee:** Eugene emphasized the importance of the “Stakeholder Engagement” section of the document; noting that the process must be accessible to all members. The document had not been thoroughly reviewed by most board members so it was agreed that we would revisit the approval of the document at the October meeting. New members will be approved at our next meeting.
- **Bingo Committee:** Chris has had difficulty scheduling a meeting with associate members, however, his goal is to have all associate members to be approved by September 30, 2019. Once Chris meets with the associate members, he will send out an email to approve members via email. Karol Basler has offered to serve as the “Board Liason” for the Bingo Committee.
- **Finance and Audit Committee:** There are no changes to the Terms of Reference as presented and the membership will remain the same as last year.

Jane Forest made a motion to approve the Finance and Audit Committee Terms of Reference and membership. Eugene seconded the motion. All in favour.

CARRIED

- **Fundraising Committee:**

Kristi Williams made a motion to approve the Fundraising Committee with existing membership. Eugene Chomey seconded the motion. All in favour.

CARRIED

- **Travel Committee:** Cian has sent out a call for a meeting.
- **Alumni Committee:** Will update at next meeting.

3.2 Appointment of a member to vacant Board of Directors position

- The members discussed the qualifications as presented by applicants. All applicants were well qualified and the members were impressed with the quality and number of applications.
- Board members expressed the importance of having representation from a parent of a swimmer at a “sattellite pool”.
- Board members would like to encourage committee membership positions for those applicants who are not elected to the board position.
- Jill Edwards will forward an email to the members informing them of the new appointment and include the reasoning for the choice.
- Rob Cole would like a discussion at the next board meeting regarding succession of board members.
- There was unanimous agreement that Ian Boreyko be nominated to fill the vacant position.

Karol Basler made a motion to appoint Ian Boreyko for the vacant Board of Directors position. Kristi Williams seconded the motion. All in favour.

CARRIED

3.3 Approval of Board Member as an Associate Member

Clare Hickson made a motion to approve Eugene Chomey as an Associate Member of Edmonton Keyano Swim Club. Jane Forest seconded the motion. All in favour. One abstention (Eugene Chomey).

CARRIED

3.4 In Camera Session (as requested)

4.0 Upcoming Meeting

- Jill Edwards suggested Thursday, October 24 as a date for our next meeting.
- Kristi Williams will send out a Doodle Poll to determine if enough people can attend that date.

5.0 Adjournment

Clare Hickson motioned to adjourn the meeting at 6:45 pm.

4. Standing Reports

- 4.1. Assistant Head Coach Report**
- 4.2. Operations Report**
- 4.3. Financial Report**

5. Committee Reports

- 5.1. Bingo Committee Report**

- 5.2. Competitions Committee**
- 5.3. Fundraising Committee**

6. New Business

- 6.1.**

7. Upcoming Meetings

- Next meeting

8. Adjournment

A motion was brought forward by _____ to adjourn the meeting.

Meeting adjourned by