



Edmonton Keyano Swim Club

December 2019 Board of Directors Meeting Minutes

Date: Thursday, December 19, 2019

Time: 4:30 pm - 6:30 pm

Location: Kinsmen Sports Centre, Boardroom

Presiding: Jill Edwards

Recorder: Kristi Williams

Attendance: Jill Edwards, Rob Cole, Ian Boreyko, Cian O’Kelly, Karol Basler, Kristi Williams, Chris Nelson

Regrets: Clare Hickson, Paul Birmingham

1. Welcome and Call to Order

Jill Edwards called the meeting to order at 4:35 pm.

2. Approval of Agenda

A motion was brought forward by Kristi Williams and seconded by Karol Basler that the agenda be approved with the addition of items 6.2 ‘Election of Treasurer’ and 6.3 ‘Appointment of Vacancy’. All in favour.

CARRIED

3. Approval of Minutes from Previous Meeting

A motion was brought forward by Rob Cole and seconded by Karol Basler to approve the minutes from November 21, 2019 with three revisions as discussed. All in favour.

CARRIED

4. In Camera Session

- Action Items:**
1. A new treasurer will be elected from the current board to fill vacant position until the AGM.
 2. The board will attempt to fill the vacant position with a previous applicant.

5. Ongoing Business

5.1. Bylaw Terms of Reference

- Section B “Specific Scope of the Bylaw Committee” was revised by Clare.
- The amendments address some specific concerns faced by the board this year.

Cian O’Kelly made a motion to approve the revised Terms of Reference for the Bylaw Committee to review. Ian Boreyko seconded the motion. All in favour.

CARRIED

5.2 Swim Alberta Required Policies

5.2.1 Safe Sporting Environment Guiding Principle

5.2.2 Universal Access and Inclusion Policy

- Both of these are templates from Swim Alberta.
- The documents are very general.
- The Code of Ethics is vague and Jill suggests may be worth reviewing.
- Clare may want to review the section regarding “screening” for coaches with HR Committee.

Ian Boreyko made a motion to approve the Safe Sporting Environment Guiding Principle. Karol Basler seconded the motion. All in favour.

CARRIED

Cian O’Kelly motioned to approve the Universal Access and Inclusion Policy. The motion was seconded by Rob Cole. All in favour.

CARRIED

6. New Business

6.1 Financial Policy

- The Financial policy is not ready for Board approval. Revisions will be made and this will be deferred until the January meeting.

6.2 Election of Treasurer

- Cian O’Kelly made a motion to appoint Karol Basler as Treasurer, as Jane Forest has stepped down from this position. Rob Cole seconded the motion. All in favour.

CARRIED

6.3 Appointment of Vacancy

- Jill will contact applicants who put their names forward at the previous vacancy to determine if any would still be interested.

7. Standing Reports

7.1 Head Coach Report

7.2 General Manager Report

- **Financials:** Chris reported that the actuals are good. He will set up a meeting with himself, Colleen, and Karol to get Karol acquainted with the accounting procedures in the office.
- **Profit and Loss:** Training fees are on track to reach budget.
- **Budget:** Our budget is on pace with original forecast. We are currently awaiting some grants to come in.
- **Satellite Pools:** Bonnie Doon and Jasper Place will not be available for Keyano until April. We have negotiated that Terwillegar will remain open until BD and JP pools are open. We will hold tryouts in March at both pools. The RGC has formed a partnership with the U of A.
- Chris is discussing a program with Vimy school which would provide benefits to Keyano based on sufficient swimmer enrollment at the school.
- Chris would like to have a few board members represent Keyano in discussions with the City of Edmonton regarding the needs of our swim club in order to thrive.

8. Committee Reports

- All reports deferred until the January meeting.

9. Upcoming Meetings

- Jill has suggested Thursday, January 23, 2020. Kristi will send out a poll to determine if members are able to attend.

10. Adjournment

A motion was brought forward by Jill Edwards to adjourn the meeting.

Meeting adjourned by 7:00 pm