



EDMONTON

KEYANO

SWIM CLUB

Edmonton Keyano Swim Club

February 20, 2020 Board of Directors Meeting Minutes

Date: February 20, 2020

Time: 4:30 - 6:30

Presiding: Jill Edwards

Location: Kinsmen Sports Centre, BoardRoom

Recorder: Kristi Williams

Attendance: Jill Edwards, Clare Hickson, Karol Basler, Inna Mackay, Cian O’Kelly, Ian Boreyko, Rob Cole, Kristi Williams, Chris Nelson, and Paul Birmingham

Regrets: Eugene Chomey

1. Welcome and Call to Order

Jill Edwards welcomed the members and called the meeting to order at 4:31 pm.

2. Approval of Agenda

A motion was brought forward by Clare Hickson and seconded by Cian O’Kelly to approve the agenda with the addition of item 5.1 ‘Update from the Treasurer’. All in favour.

CARRIED

3. Approval of Minutes from Previous Meeting

A motion was brought forward by Clare Hickson and seconded by Karol Basler to approve the minutes from the meeting of January 23, 2002 as circulated. All in favour.

CARRIED

4. In Camera Session

There is no *In Camera* discussion on the agenda this month.

5. New Business

5.1 Treasurer Update

- Karol Basler provided an update to the board regarding the progress of the transfer of our banking accounts. Currently, the signing authority has been transferred from Jane Forest to Karol Basler.
- The casino account will be transferred in March, prior to our casino in May.
- Overall, Karol is pleased with how the transfer process is proceeding.

6. Ongoing Business

6.1 ByLaw Working Group Update

- The ByLaw working group met on Saturday and they have come up with a timeline from January to June. The goal of the timeline is to ensure that we stay on target to meet important deadlines such that the document will be ready for approval at the AGM.
- The board is hoping to meet with some members of the working group at the March board meeting to be briefed on changes to the ByLaws, prior to the “open house” with members.
- Following the “open house” with members and then consultation with senior management, amendments will be made with consideration of suggestions and input from these groups.
- Clare Hickson outlined some of the key points which have been addressed in the “amended ByLaws” and which will be reviewed at the meeting in March.

6.2 Swim Alberta Required Policies update

- There have been a few minor changes from the Swim Alberta template.

Ian Boreyko made a motion to approve the updated Code of Conduct Policy. Karol Basler seconded the motion. All approved.

CARRIED

7. Standing Reports

7.1 Head Coach Report

- Paul Birmingham provided a review of Blue Bears, TYR Pro Swim Series, and Edmonton Open.
- Upcoming meets include Spring Champs (most swimmers attending Trials will only enter a few events), Westerns, Trials, and Open Water Trials.
- Trials, Westerns, Open Water Trials, all occur within a few weeks of each other which provides for a challenging calendar.

7.2 General Manager Report

- Overall, the accounts are in order. There was a Swim Alberta Grant deposited in February. We are still waiting on some deferred billing from the City of Edmonton.
- The audit has started.
- Chris is wanting to address all Accounts Receivable prior to “major meets”.
- Chris reported that two additional people are requesting Associate Membership status. However, the board was in agreement that at this time, we do not have a need for additional Associate Members. He proposed that going forward, we may want to have a mechanism to show the need for new associate members.
- Pools: JP and Bonnie Doon are now open. Terwillegar will therefore be going ahead with its shutdown. Once the available times are confirmed with JP and Bonnie Doon, parents will indicate their preferred satellite pool location and we will do our best to accomodate them.
- Chris is wanting to present a written statement from Keyano to the City of Edmonton to express our concerns regarding the impact of pool space allocation on the ability of Keyano to thrive as a competitive swim club in Alberta. Rob Cole and Ian Boreyko have both expressed interest in helping Chris draft this letter.

Action Item: Rob Cole and Ian Boreyko will work with Chris Nelson to draft a letter on behalf of the Keyano Board of Directors, to be presented to the appropriate person within the City of Edmonton.

8. Committe Reports

There are no committee reports to be presented.

9. Upcoming Meetings

- Jill Edward proposed that the next meeting be scheduled on Monday, March 16 from 4:30 - 6:30 pm.

7. Adjournment

A motion was brought forward by Clare Hickson to adjourn the meeting.

Meeting adjourned by 6:19 pm.