



**Edmonton Keyano Swim Club**

## **Board of Directors Meeting Minutes**

Date: Wednesday, July 22, 2020

Time: 5:00 pm - 7:00 pm

Presiding: Jill Edwards

Location: Via Google Meeting (online platform)

Recorder: Kristi Williams

**Attendance:** Jill Edwards, Clare Hickson, Karol Basler, Ian Boreyko, Rob Cole, Kristi Williams, Paul Birmingham, Chris Nelson

**Regrets:** Eugene Chomey, Inna MacKay, Cian O'Kelly

### **1. Welcome and Call to Order**

Jill Edwards welcomed everyone and called the meeting to order at 5:10 pm.

### **2. Approval of Agenda**

A motion was brought forward by Ian Boreyko and seconded by Kristi Williams that the agenda be approved as circulated. 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 June 16, with one name correction. All in favour.

**CARRIED**

### **4. In Camera Session**

**\*not requested\***

### **5. Ongoing Business**

#### **5.1. Safety Assessment Working Group**

- Since our last meeting, the group has met twice: once to evaluate the Dryland Program and a second time to discuss the "What to do in Case of Illness" protocol. Currently, the group does not have anything further to report. Chris and Paul do not have anything they need from the group.

## 5. Ongoing Business

### 5.2. Year End Audit Update

- Karol reports that there has been a slight reorganization of the information in the audit.
- The results of the audit are in line with our projected deficit of \$88,000.
- The report shows a late pool rental charge. Chris is still working with the City of Edmonton to correct the calculation. We are not being charged interest on the outstanding portion of this bill.

Karol Basler made a motion to accept the year end Financial Statement as presented. The motion was seconded by Clare Hickson. All in favour.

**CARRIED**

- Karol and Jill will meet to sign off on the final audit.

### 5.3. Bylaw Review Update

- There was discussion regarding bylaws pertaining to the appointment and removal of directors at AGM's and EGM's. It was agreed that the wording in the bylaw needs to be clear regarding the resolution. The committee will review this section of the bylaw for clarity.

### 5.4 Screening Policy Update

- Several key points were reviewed by the HR & Legal Committee including who should be screened and the screening process itself. It was agreed that it would be helpful to appoint a compliance manager to review the Sport Policies to ensure we are adhering to them.

Clare Hickson moved to approve the Screening Policy. Ian Boreyko seconded the motion. All in favour.

**CARRIED**

- Jill Edwards noted that EKSC has now completed all five policies as required by Swim Alberta.

### 5.5 AGM Planning

- It was agreed that we are not yet in a position to call an "in-person" AGM.
- It was proposed that we could plan to schedule the AGM in October; that gives us almost two months to plan.
- There is nothing in our bylaws regarding a "virtual AGM" however, this is being built into the proposed bylaws.

## 6. New Business

### 6.1 Varsity Program

- Many of the swimmers are not from Edmonton, so they are currently not here to train.
- CanWest has been postponed, which means lost revenue to our club; the good news is, it has not been cancelled. If it is cancelled Paul thinks varsity swimmers will continue to train.
- Paul is putting together a recruitment brochure for the varsity program.

## 7. Standing Reports

### 7.1 [Head Coach Report](#)

### 7.2 General Manager Report

- Chris outlined the key areas for the proposed 2020-21 budget. He has taken into consideration the possibility of a 6 week shut-down in the event of a “flare-up” in Covid-19 numbers.
- The CEWS grant is available until the end of December and could provide a “buffer” within our budget until we are back to regular business. As well, CEBA is available and the net profit from that loan will go towards pool rental fees.
- The biggest concern regarding our revenue is with respect to our gaming revenue, which remains unknown. We have the option of a casino. Meet income is unknown.
- Satellite pool allocation is unknown until late July or early August. Kinsmen pool time has been secured for the 2020-21 season.

## 8. Adjournment

A motion was brought forward by Clare Hickson and seconded by Karol Basler to adjourn the meeting.

**Meeting adjourned by 6:51 pm.**