



*Edmonton Keyano Swim Club*

## **Board of Directors Meeting Minutes**

Date: Monday, February 22, 2021

Time: 6:30pm - 8:30pm

Presiding: Jill Edwards

Location: Via Zoom

Recorder: Kristi Williams

**Attendance:** Jill Edwards, Rob Cole, Inna Mackay, Ian Boreyko, Cian O’Kelly, Kristi Williams, Paul Birmingham, Chris Nelson

**Regrets:** Clare Hickson and Karol Basler

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

Jill Edwards welcomed everyone and called the meeting to order at 6:35pm.

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

A motion was brought forward by Kristi Williams and seconded by Ian Boreyko that the agenda be approved as circulated. All in favour.

**CARRIED**

### **3. Approval of Minutes from Previous Meeting**

A motion was brought forward by Kristi Williams and seconded by Cian O’Kelly to approve the minutes from the board meeting of January 21, 2021, as circulated. All in favour.

**CARRIED**

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

Not Requested

### **5. Ongoing Business**

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

- There is nothing new to report from the group.

## 5. Ongoing Business

### 5.2. Bylaw Review Update

- The committee was asked their opinion on the distribution of the amended Bylaws to the members for consideration.
- The committee members suggested that we wait for a better time - ideally when members can meet "in person" and once group swimming resumes.

### 5.3. BOD Succession Planning/AGM

- Jill Edwards opened the discussion - our next AGM will be in June 2021. We need to give members 30 days notice for the AGM, which would mean sending out notification in May. Therefore, we should start preparing for the meeting by first choosing a date and proceeding from there. It was agreed that we would aim to schedule the next AGM in mid to late June 2021.

### 5.4 COVID-19 Restrictions and Impacts

- There have been no significant changes in the COVID -19 restrictions so our programs have remained the same.
- Rob and Chris have reviewed the financials and report that we are still on track with the 2020/2021 budget.

## 6. New Business

### 6.1 Board Vacancy

- Jill Edwards informed the members that Karol Basler has stepped down as an EKSC Board member. There was some discussion regarding whether or not to appoint a member to fill the vacancy before the AGM in June. According to the Bylaws, we should appoint a new member in a "reasonable amount of time". It was agreed that we would appoint a new Board member prior to our next meeting in March, as it will be four months until our next AGM.
- It was agreed that all members should be invited to put their name forward for a board position.

**Action Item:** Jill will send an email to all members to invite anyone interested in serving as a Board member to submit a short bio. Board members will review all applicants. We will vote via Doodle Poll. The new member will attend the March 22 meeting

## 7. Standing Reports

### 7.1 Head Coach Report

- With the very limited pool availability, Paul expressed concern regarding the ability to equitably distribute training time. Because so few swimmers are allowed in the pool at any given time, we cannot allocate more space to any other groups. Once there are fewer restrictions and the City of Edmonton has more pool times available, we will get more groups into the pool for more swims.

- Paul is coaching the High Performance athletes at the U of A pool and the training times there overlap with the Senior National group training times. He is unfortunately unable to attend all the practices with the Senior National group. Alex and Francois have stepped in to cover the practices which Paul cannot attend.
- Swim Alberta has drafted a tentative meet calendar and there is the potential for EKI to run in June or early July (assuming most restrictions are lifted).
- The University of Alberta program is slated to have 14-16 swimmers next season and they have agreed to fulfill their financial commitment with EKSC for the 2021/22 season.

## **7.2 General Manager Report**

- The Profit and Loss statement was discussed; January 2021 was used as a “snapshot” to reflect the financials over the next few months.
- Our biggest expense was salaries as there were no pool expenses in January.
- Chris’ appeal with the City of Edmonton regarding inaccurate pool billings resulted in a \$20,000 credit.
- Wage subsidies and Operating Start Up grants have all been deposited.
- The “Virtual Bingos” have been successful as they are more profitable and require fewer volunteers.
- There was considerable discussion regarding how we should declare our gaming revenue for the current and next fiscal years. The issue is whether or not we want our balance sheet to show a profit. Ultimately, there is no difference in our net assets, the issue is with semantics. Rob suggested that one option would be to spend half of our reserve this year and the other half next year. Rob will consult with Thomas at VKO regarding these options and we will discuss further at our March meeting.
- All members agreed that transparency to members regarding how our resources are allocated is most important.
- Chris is looking into replacing TeamUnify with Pool Queue; this platform has better integration with Quickbooks and the company is very responsive.
- Chris has had positive feedback from swimmers and parents for the effort that has been put forth to get swimmers back into the pool.
- The Kinsmen opened February 16 with strict restrictions. We have been able to get almost 100% of our swimmers into the water for some regular practice times since then.
- Current COVID-19 restrictions are in place until at least March 7.

## **8. Upcoming Meetings**

- Our next meeting will be tentatively scheduled for Monday, March 22, from 6:30 - 8:30pm.

## **6. Adjournment**

A motion was brought forward by Rob Cole to adjourn the meeting.

**Meeting adjourned by 7:57pm**