



**Edmonton Keyano Swim Club**

## **Board of Directors Meeting Minutes**

Date: Monday, June 28, 2021

Time: 6:30pm - 8:30pm

Location: Via Zoom

Presiding: Jill Edwards

Recorder: Kristi Williams

**Attendance:** Jill Edwards, Clare Hickson, Rob Cole, Cian O'Kelly , Ian Boreyko , Inna Mackay , Cathy Shepherd-Finlin, Paul Birmingham , Chris Nelson , Kristi Williams

**Regrets:** N/A

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

Jill Edwards welcomed the attendees and called the meeting to order at 6:34pm.

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

A motion was brought forward by Inna Mackay and seconded by Clare Hickson 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 Inna Mackay to approve the minutes from the meeting of May 17, 2021, as circulated. All in favour.

**CARRIED**

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

No *In Camera Session* was requested.

### **5. Ongoing Business**

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

- There was a question of whether we need to continue with this working group. The members agreed that we should maintain this working group until the fall to address possible restrictions relating to unvaccinated children 11 and under.

## 5.2 Bylaw Review Update

- There are no updates from last month.

## 5.3 AGM Planning

- We are planning to hold the AGM in October.
- The members are hoping that we can hold the meeting “in person” by then. Swim Alberta is holding their AGM online. We will make a decision closer to the date.
- We will have to give notice to members in September if the meeting is in October. At registration we could encourage members to attend the AGM and possibly put their names forward for vacant positions.
- A possible day for the meeting would be a Wednesday evening, as the group practices will not start until at least later in October.
- Jill Edwards and Kristi Williams will discuss a date for the AGM.

## 5.4 Raffle Policy/Raffle Proposal

- The raffle volunteers were not ready to have the raffle run in June as originally planned.
- We have the Raffle Policy in place and now we can plan for a raffle at a later date.

## 6. New Business

There were no new business items for discussion.

## 7. Standing Reports

### 7.1 Head Coach Report

- Paul Birmingham is planning a swim meet for the end of the season - the last Saturday of July/first Sunday of August. The meet will be short course format. Paul is hopeful that it will be a positive experience for swimmers after a difficult season.
- Paul was pleased with results from Olympic Trials. Alberta swimmers had the most interruptions to their training, putting them at a disadvantage at this meet.
- Five swimmers are going to the meet in Florida.
- Swimmer will get a T-shirt and cap at registration this year.

### 7.2 General Manager Report

- Balance Sheet: CEBA Loan of \$60,000 is marked under liabilities as \$40,000- should be \$60,000.
- Profit and Loss: The \$20,000 of loan forgiveness is not yet “profit”, the U of A prepayment for next year should be on the books for next year.
- Wage subsidy has been extended to September 25, with phasing out beginning in July.
- Chris is unsure as to how and when Bingos will return to “in person”. All of our bingo licenses have been renewed.
- Keyano is looking to work at a Casino in quarter four of this year or next year.
- Summer camps were expanded this year. Sign ups have been positive - we priced the camps competitively.

## **7.2 General Manager Report (cont'd)**

- The City of Edmonton has not yet divulged the pool allocations for the fall which has delayed our ability to set programs for the fall season.
- There was a discussion regarding Quickbooks; currently we are unable to integrate Quickbooks into the new website. As well, Chris does not have access to accounting records. One solution would be to create a password protected "Quickbooks" email, this way Chris could access Quickbooks and share information with the accountant and treasurer. This would improve Chris's ability to communicate directly with members regarding account status.
- Chris was happy to report that swimming has resumed for all groups.

## **8. Upcoming Meetings**

Our next meeting is scheduled for Monday, July 26, 6:30 - 8:30pm. We will continue the online format.

## **9. Adjournment**

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

**Meeting adjourned by 7:33 pm**