



Edmonton Keyano Swim Club

Setting a new standard for swimming in Canada

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June 16, 2022 Board of Directors Meeting: Minutes

Date: Thursday, June 16, 2022

Time: 7:00pm- 9:00pm

Location: Via Google Meet online platform

Presiding: Ian Boreyko

Recorder: Kristi Williams

Attendance: Ian Boreyko , Cian O’Kelly, Shannon Loughran , Jill Edwards , Chris Nelson , Paul Birmingham , Kristi Williams

Regrets: Cathy Shepherd-Finlin

1. Welcome and Call to Order

Ian Boreyko welcomed all Board members and called the meeting to order at 7:05pm.

2. Approval of Agenda

A motion was brought forward by Jill Edwards and seconded by Kristi Williams that the agenda be approved with the addition of item 5.7 “Need for Treasurer on Board of Directors”. All in favour.

CARRIED

3. Approval of Minutes from Previous Meeting

A motion was brought forward by Jill Edwards and seconded by Cian O’Kelly to approve the minutes from May 3, 2022, as circulated. All in favour.

CARRIED

4. In Camera Session

Board members only entered into an *In Camera* discussion at 7:09 pm.
Out of camera at 7:15 pm.

5. Ongoing Business

5.1 Note from Swim Alberta re: Race Pace

5.1.1 Review of Response

- Swim Alberta was given the information as requested.
- Swim Alberta will now make their decision regarding Race Pace application.

5.2 Note from Swim Alberta re: Swim Canada National Events

- EKSC responded to Swim Canada declining involvement in the events for July and August 2023 and 2024.
- There has been no response to date.

5.3 Lease Extension

- The City of Edmonton has extended the lease of the Keyano office at the Kinsmen for the next two years.

5.4 Request from Anita Graf (Massage Therapist)

- Anita Graf has asked if she can use the Keyano logo on her website for promotion of her services.
- Paul Birmingham reported that we have not utilized her services since COVID. Previously, we used High Performance funding to subsidize her fees (she attended meets with Senior National/University squad)
- No members were aware of any swimmers with whom she is currently working.
- Proposed that we ask Anita what she can offer our club- as using our logo would suggest that she is a “preferred supplier” of Keyano. Members were in agreement.

5.5 Potential Engagement with Telus StoryHive

- An opportunity has come forward which involves Telus doing a professional TV production featuring EKSC (a 45 - 60 minute video).
- StoryHive features amateur sports clubs in the community.
- There are approximately 200,000 viewers per episode.
- The rights to the finished production become shared property of Telus and EKSC.
- There is no cost to the club.
- We can use the video for our own promotional use.
- Members were in agreement that we could look into doing this(possibly in the fall).

5.6 Hiring of Office Administrator

- Chris hired someone but that person left within a week as she had taken this on as a second job and she quickly realised it was too much work for a second job.
- Chris may approach another candidate who has previously applied and may also post on some other job sites.
- Members thought it would be worthwhile to let members know that we are looking for a bookkeeper as we could potentially find someone by word of mouth.
- Chris is looking for someone with experience, who can step into the role and organize reconciliations.

5.7 Need for Treasurer on Board of Directors

- Jill Edwards brought to the Board's attention that in order for our board to function properly we need a designated Treasurer.
- Rob Cole has put forward his intent to step down as Treasurer, however we need him to submit a formal letter of resignation.
- There is nothing in our bylaws regarding the requirement of a treasurer, however the Alberta Societies' Act does state that a President and Secretary/Treasurer are required for a board to function.
- Rob is still helping with some of our banking (as he is still a signatory).
- Ian will send out an urgent call to members to seek out a new Treasurer.
- In the meantime, Shannon Loughran has offered to step into a role as Interim Treasurer. We will not initiate Shannon as a signatory; we currently have enough signatories until a new Treasurer is found.

Motion: Jill Edwards put forward a motion to appoint Shannon Loughran as Interim Treasurer. Kristi Williams seconded the motion. All in favour.

CARRIED

5.8 Standing Reports

5.8.1 General Manager Report

- Colleen returned to work this week to complete audit work for VKO.
- We have two matured GIC's; both are now at the CIBC. Members agreed that we will wait until we have a permanent Treasurer prior to reinvesting GIC's.
- Profit & Loss: we are on track to post a loss of \$30,000, which was forecasted.
- Chris brought forward two suggestions: 1) We should consider an administration fee for travel meets as we lose money each year to merchant fees and 2) we should go ahead with a small proposed increase in training fees (along with a decrease in bingo commitments). Members were supportive of both suggestions.
- There was some discussion regarding the potential for corporate sponsorships; this would help to reduce membership fees and reliance on gaming revenue.
- A volunteer search is underway for Casino volunteers.
- Registration for summer camps has opened.
- Chris is suggesting more standardized access to administrative functions (we are overprotecting ourselves). He now has some access to payroll.

5.8 Standing Reports

5.8.2 Head Coach Report

- Summer Festival is this weekend; trophies will be awarded to all qualifiers.
- Next week is the last Wednesday when all groups will meet at Kinsmen - fun meet planned. Wednesday attendance has been down this spring - Paul is wondering why.
- EKI scheduled for July 7-10 - we are attempting to make it a weekend "experience".
- The week following EKI, there will be less pool space available - Paul thinks he has managed to find enough space for his swimmers.
- Consideration of apparel - costs are very high, so we don't want to "give away" too much. Next season, swimmers will get a t-shirt and bag-tag with registration.
- We will continue our partnership with Team Aquatics for the next year.
- Paul is trying to organise a year end social for the coaches.
- Paul has approached Matt Bowkowsky to take on a larger role as Developmental Coach for next year. He has expressed interest.

6. Upcoming Meetings

The members tentatively agreed on Monday, July 18, 7:00pm - 9:00pm.

7. Roundtable

- Shannon Loughran brought forward the issue of the ByLaw review which will occur at the AGM this year. She would like the ByLaws to be more accessible. This item will be included in the agenda for our July meeting.

7. Adjournment

Kristi Williams moved that the meeting be adjourned.

Meeting adjourned at 8:54pm.

