



Edmonton Keyano Swim Club

Setting a new standard for swimming in Canada

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Board of Directors Meeting

Date: February 27, 2023

Time: 7:30pm - 9:00pm

Presiding: Ian Boreyko

Location: Via Google Meet

Recorder: Kristi Williams

Attendance: Ian Boreyko, Cian O’Kelly, Ryan Mo, Shannon Loughran, Jill Edwards, Chris Nelson, Paul Birmingham, Sara Pretzlaff, and Kristi Williams

Regrets: Erica Solomon, Cathy Shepherd-Finlin

1. Welcome and Call to Order

Ian Boreyko welcomed the board members. The meeting was called to order at 7:33 pm.

2. Agenda

A motion was made by Jill Edwards that the agenda be approved as circulated. The motion was seconded by Kristi Williams. All in favour.

MOTION CARRIED

3. Approval of Minutes from Previous Meetings

3.1 Approval of Minutes from November 21, 2022

- Shannon Loughran motioned that the minutes from the meeting of November 21, 2022 be approved as circulated. Jill Edwards seconded the motion. All in favour.

MOTION CARRIED

3.2 Approval of Minutes from December 19, 2022

- Shanon Loughran motioned that the minutes from the meeting of December 19, 2022 be approved as circulated. Jill Edwards seconded the motion. All in favour.

MOTION CARRIED

3.3 Approval of Minutes from January 23, 2023

- Shannon Loughran motioned that the minutes from the meeting of January 23, 2023 be approved as circulated. Jill Edwards seconded the motion. All in favour.

MOTION CARRIED

4. New Business

4.1 Club Information Day

- Chris Nelson has begun to organize an Information Day for club members.
- Paul Birmingham and/or Chris Nelson will start the meeting with a short preamble then he will be available to talk to members.
- There will be “stations” set up which will be manned by two to three board members. The stations will include Team Travel/Chaperoning, Swim Parent, Bingos, Volunteer and Officiating, and Financial/Website/Payments. All available members committed to help out at a table.
- It was agreed that Wednesday, March 15, 2023 would be the best date to hold the Information Day.

4.2 Bingo Licenses

- Jill Edwards made a motion:

That EKSC shall apply for a new Bingo License as a member of the Castle Downs Bingo Association for the two-year period from August 1, 2023 to July 31, 2025.

Kristi Williams seconded the motion. All in favour.

MOTION CARRIED

- Jill Edwards made a motion:

That EKSC shall apply for a new Bingo License as a member of the Parkway Bingo Association for the two-year period from September 1, 2023 to August 31, 2025.

Kristi Williams seconded the motion. All in favour.

MOTION CARRIED

4.3 2024 Swim Alberta Meets

- There was a meeting with Swim Alberta and other swim clubs in the province. The main focus of the meeting was scheduling of meets for development level swimmers.
- EKSC has put in a bid to host 2024 provincials (trials) as the timing works best with other EKSC hosted meets.
- All members were supportive of this bid.

5. Ongoing Business

5.1 COLA Recommendations for EKSC Personnel

- Coaches Desmond Lam and Alex Wallingford will both get an increase in salary which is adjusted to be in line with Cost of Living increases.
- Ian Boreyko suggested that a COLA review should now be done for Paul Birmingham and Chris Nelson. He will come back to the board regarding this at the next meeting.

5.2 Confidentiality/Disclosure Signings

- Ian Boreyko revised and updated the Confidentiality document and circulated it prior to the meeting.
- Members reviewed the document and agreed that it looked good.

Action Item: Ian Boreyko will convert the document to e-sign format and circulate it to members for signing.

5.3 Strategic Planning Meeting

- Sara Pretzlaff summarized the progress made at our Strategic Planning meeting on February 18, 2023. The takeaway from this meeting was that we need to reconfigure some of the graphics and make some minor changes to the wording in some areas.
- As we only covered two of the five “pillars” we need to schedule a second meeting to finish the review.

Action Item: Kristi Williams will send out a Doodle Poll in order to schedule a meeting (possibly in May) to review the Strategic Plan.

- At the Strategic Plan review there was some discussion regarding a “refresh” of the Keyano office. Shannon Loughran and Sara Pretzlaff know of an Interior Designer who has done some work for other sports organizations. They will reach out to her and hopefully she can work up a plan and an approximate cost for an office refresh; then we could approach the City of Edmonton, assuming their approval is required.

5.4 Standing Reports

5.4.1 Head Coach Report

- Paul Birmingham gave a report on the most recent and upcoming meets.
- The coaches and GM have decided that Keyano swimmers will attend Far Westerns rather than Nationals; this will allow more swimmers to qualify and attend.
- Paul Birmingham explained the reasons Keyano will not attend Nationals.

5.5.2 General Manager Report

- Chris Nelson reviewed the Balance Sheet; the new accountant, Jie, is working very hard to prepare the books for the audit.
- We have proceeded with the decision to use our credit card for City of Edmonton payments and will evaluate how it has worked at the end of this accounting period.
- The AGLC reports have been filed.
- Most members have started to work on their Bingo commitments. There have been some issues with some members having difficulty signing up for bingos but the club is aware and is working with those members.
- There was considerable discussion regarding the increasing costs for renting the pool for swim meets. This is a delicate situation as Keyano is happy with our pool allocation and we do not want to compromise our current relationship with the City of Edmonton by questioning these fees.
- Keyano is using a new payroll system which will be better for employees once it is up and running.

6. Upcoming Meetings

- Our next meeting will be scheduled for Monday, March 20 7:30 - 9:00pm.

7. Roundtable

- Shannon Loughran has looked into the approval process for the Bylaw amendments and is hoping we can schedule a members evening to present the bylaw amendments once the swim meet schedule has slowed down.

8. Adjournment

- Shannon Loughran motioned to adjourn the meeting. All in favour.

Meeting adjourned at 9:09 pm.