

Executive Meeting Minutes

17/07/2023

17 Jul 2023 / 7:30 PM / Google Meet

ATTENDEES

Francine Vickery (Chair), Joy Richman (Vice President), Lisa Hermanson (Registrar), Liz Stokes (Treasurer), Mariana Carrasco-Teja (Secretary)

ABSENTEES

Alex Kouzas (Head Coach)

Meeting called to order at 7:45 by Francine Vickery, President.

Acceptance of Agenda

Moved by Joy, unanimously approved.

Acceptance of Previous Meeting Minutes (24 May 2023)

Moved by Francine, unanimously approved.

Follow up from previous meeting

- Increase volunteers as members at large: board discussed how to solicit new board members and manage transitions. Discussed options including having volunteers shadow board members for a season as 'members at large' to learn the role; talking to swimmers at workouts and encouraging them to consider volunteering for a board position; and holding the AGM in person to increase attendance and discussion.
- New fee structure: Increase discount from 9 to 10% for full year registration, now payable in one or two installments (discount applied to second installment if paid in two installments).
- Francine moved to approve the 2023-2024 budget. Unanimously approved.
- August trial swimmers: 11 people have accepted to do trial swims. We are setting up dates.

Officer Reports

- President: Winter has not been received yet. Contract for Fall is signed and confirmed.
- Vice President: setting up the trial swimmers.
- Treasurer: looking for a bookkeeper; looking for an accountant to explain what amount is a good contingency to have; followed up with poolQ tickets.
- Registrar: no changes.
- Secretary: uploaded minutes from April's meeting, updated records document from July 3, and added links to BC and Canada's records.

- Head Coach: *not in attendance.*

New Business

- COVID vaccination policy - poll results: members voted to remove the requirement.
- What to do with the surplus: we don't need to do anything. More discussion below.
- 2023-2024 Season setup & pre-registration: Liz will set up the new season in PoolQ; Mariana will update the website. Plan is to open early registration to returning members August 1, and to new members September 1.
- Drop Ins: discussion on former member asking about dropping in to summer workouts. Board agreed to keep 'no drop in' policy to be equitable, and to avoid insurance and liability issues.
- Outdoor swims in R. Burnaby pool on Sundays: hard to get coaches; we can get a workout printout if no coach is available.
- Drop ins: no no-members allowed as it adds a lot of work to board members.
- Coaches development: we can use surplus money to cover certification processes. We will follow up with the head coach.
- AGM: discussed holding the AGM in person, with food provided (or subsidized) by the club. All felt this was a good idea to investigate further.

ACTION ITEMS

- Secretary to post 24 May 2023 executive meeting minutes on website.
- Treasurer or Francine to check what English Bay or other clubs do regarding bookkeeping.
- Ask coach Alex about certifications: do any of our coaches have certifications?
- Vice President to pass information on trial swimmers for August.
- Secretary to investigate cost and availability of spaces on campus at or near the pool to hold an in-person AGM.

NEXT MEETING

Next meeting planned for August 21, 2023 at 7:30 pm

MEETING ADJOURNMENT

Meeting adjourned at 8:54 pm