

Executive Meeting Minutes

7/12/2024

7 December 2024 / 1:30 PM / Google Meet

ATTENDEES

Francine Vickery (President), Jenny Gardiner (Vice President), Mariana Carrasco-Teja (Registrar), Adrienne Friesen (Treasurer)

ABSENT

Jessica McKenzie (Secretary)

Minutes

Meeting called to order at 1:39 p.m.

Acceptance of Agenda

Moved by Jenny, unanimously approved.

Acceptance of Previous Meeting Minutes (7 October 2024)

Moved by Francine Vickery, approved by Mariana Carrasco-Teja, and Jenny Gardiner (continuing board members).

Follow up from previous meeting

- AGM follow up: went very good; about 24 attendees.

Officer Reports

- President: updated calendar, waiting for spring request.
- Vice President: 6 registered for Winter, waiting for more; will invite trial swimmers beginning January 7, 2025.
- Treasurer: had a couple of training sessions with Liz. Liz cleaned up the old documents.
- Registrar: will make the transition to registrar in the next couple of weeks; still doing secretary duties (agendas, minutes). Added Privacy Policy summary to the website. From Lisa, Swim Canada registrations are sorted out.
- Secretary: absent.
- Head Coach: absent.

New Business

- Stripe, payment provider, records update: it has new requirements and the President is gathering the information to complete the process.
- Executive Board transitions: in process.
- New Executives sign up to Vancity: all in process.

ACTION ITEMS

- President to complete the Stripe's records update.
- Secretary to upload Oct. 7 meeting minutes to the website.
- Complete sign up to Vancity.

NEXT MEETING PLANNING

Scheduled for January 15, 2025 at 7:30 pm

MEETING ADJOURNMENT

Meeting was adjourned at 1:55 pm