

Executive Meeting Minutes - DRAFT

29/10/2025

29 October 2025 / 6:30 PM / Google Meet

ATTENDEES

Francine Vickery (President), Jenny Gardiner (Vice President), Mariana Carrasco-Teja (Registrar), Alex Fraser (Member at Large), Alex (Head Coach), Jessica McKenzie (Secretary)

ABSENT

Adrienne Friesen (Treasurer)

Minutes

Meeting called to order at 7:03

Acceptance of [Agenda](#)

Moved by Francine, accepted by all

Acceptance of Previous Meeting Minutes (DD Month YYYY)

Moved by Francine, accepted by all

Follow up from previous meeting

- NA

Officer Reports

- President: meeting a lot of trial swimmers
 - keep warmups simple and clearly written
 - received tax returns and they've been signed and sent back; just need annual report after that
- Vice President: managing waitlist and it is OVER!
 - shout out to Mariana for new waitlist structure
 - at 53 swimmers, may get 2-3 more so *may* get 55
 - put in request to Burnaby for the summer->now asking for new type of insurance that isn't part of Masters insurance but is covered by SwimBC
 - request was for Saturdays again at either outdoor pool
 - got the request in; can decide afterwards if accept or not
 - former member works at VAC so will reach out to her about Vancouver options
- Treasurer:
 - Fall income \$35,117 vs forecasted \$58,170 for full year
 - Lost \$1,386 from 36 full-year swimmers vs budgeted 25 (11

- extra)
 - What is our overall registration #? I have 49 + 1 (James) per the payout tracking doc: <https://docs.google.com/spreadsheets/d/14hNlXaonL4Vf2ZhgvqxgdXolUkYJNzrllld0VCj8kUxk/edit?usp=sharing>
 - GIC: up for renewal on Oct 31, do we roll over? Current account balance review
 - Setting winter swim session capacity
- Registrar: need to register coach as swimmer/member; need to sort out another coach as well in terms of registration
 - website updated with new coaches info
 - added blurb about waitlist
- Secretary: All good!
- Head Coach: chatted with Kyle about trial swimming; is a good day for that the same day of AGM?
 - could do mini-meet where use 3 lanes for time trial and rest of lanes could be run as practice
 - will chat about logistics with Kyle
 - we agree with AGM night as good day
- Member at Large: entry for Nanaimo meet goes live on Sunday so will send email around alerting members
 - another meet in Victoria in January
 - get store front live before EOY
 - new coaches need shirts
 - need to give caps to new swimmers

New Business

- Feedback and suggestions on coaching and lane management
 - reiterate lane direction
 - DOWN RIGHT AND BACK ON THE LEFT
- AGM
 - Loafe-> 2 types of sandwiches (one veggie, one other) and 2 salads (and dessert?)
 - need to wait for feedback to get idea of attendance and allergies etc
 - will order beverages separately
 - be ready with an intro
- Next social before Christmas?
 - YES!!

ACTION ITEMS

- talk about starting full year members starting at any time of year next meeting (impacts discount)
- Secretary will draft up AGM agenda to send to Francine ahead of meeting (just look at previous)
- keeping email list up to date/accessible to all members

NEXT MEETING PLANNING

Scheduled for November 15, 2025 (AGM!!)

MEETING ADJOURNMENT

Meeting was adjourned at 7:51