

# Executive Meeting Minutes

05/01/2026

---

05 January 2026 / 6:00 PM / Google Meet

## ATTENDEES

Adrienne Friesen (President), Davis Wood (Vice President), Mariana Carrasco-Teja (Registrar), Morgan van Vliet (Treasurer), Alex Kouzas (Head Coach), Jessica McKenzie (Secretary)

## ABSENT

Alex Fraser (Member at Large)

## Minutes

Meeting called to order at

### Acceptance of Agenda

Moved by Jess moved and accepted by all,

### Acceptance of Previous Meeting Minutes (29 October 2025)

Moved by Jess and accepted by all

### Follow up from previous meeting

•

### Officer Reports

- President: handover complete, waiting to hear if Francine wants to stay on as Mem @ Large #2
  - Francine is happy with this for a little while, staying until all is clearly transferred (officially on the website)
- Vice President: Sts good to continue renting for Mon and Wed (830-930); VAC has no room for us in April irrespective if they are still open
  - Byng under new management so rearranging schedule and uncertainty here
  - Sts could be an option on the weekends
  - docs and confirmation for summer swim in Burnaby 1030-12
    - July 5- August 30
    - checking in on when we need to confirm this
  - could check in with Hillcrest
  - if get good time slots at UBC would reconsider outdoor swimming in summer
  - current roster still have 4 available spots; will re-invite 2 swimmers that deferred from fall and then will move onto new swimmers ASAP-> goal is to fill spaces before the 20th (after that need to pro-rate fees)
    - two-week trial period doesn't account for

### cancellations

- Treasurer: Treasurer handoff completed. Processed winter registrations yesterday. Feb 1st: process second instalment for those paying 2 instalments for full year registration.
- Registrar: 15 people returned for the winter; 1 person requested leave for winter session
  - updated website with new board member info; send blurb to Mariana if want to add more to the website
  - Jan 9th can proceed with criminal record check
- Secretary:
- Head Coach: all coaches returning
- Member at Large: no updates other than received and delivered merch prior to Christmas

### New Business

- Pool rentals for UBC Aquatic Centre maintenance closure Mar 27-Apr 27
  - Need to get these loaded into calendar once confirmed
- Outdoor summer pool rental and alternatives
- New swimmer invitations - 36 + 15 registered as of Jan 4
- Selecting date for winter session time trials
  - early March/Feb; waiting for cancellations to pass and people can get in the groove; will chat with Kyle
  - invite Kyle to next board meeting to present his ideas
- Club documents from Francine that we should preserve
  - a lot of archival paper documentation that perhaps should scan and move online and also keep hard copies
  - Francine will take on the scanning (finding somewhere and paying to get it done)
- Coach to attend EBSC meet on Sat Feb 7 (UBC practice cancelled)
  - Alex will go!
- submit pool requests for spring and summer
  - April 27-Sept 4th; January 12th is deadline to submit request
  - request Saturday morning and Sunday 3:30-5 afternoon, 7-8 Tuesday and Thursday (last year we asked for 7-8 pm, 6 SC lanes T/Th + 4:30-6 Sat/Sun)
  - if not able to get Saturday slot would be open to shifting to another weekday
- is there anything we'd like to change about the format of this meeting
  - Make it recurring? i.e. every 6 weeks on a Monday?
- does having a group in google chat seem useful?
  - totally; let's go for whatsapp; Adrienne will set it up!!

### ACTION ITEMS

- Alex will get contact for Hillcrest to check in for weekend swims in April
- Francine will bring swim caps in to hand over to Adrienne or Alex
- everyone email Adrienne phone number preferred for WhatsApp group

### NEXT MEETING PLANNING

Scheduled for Monday, February 9 at 6

### MEETING ADJOURNMENT

Meeting was adjourned at 6:58