

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

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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 330-5 afternoon, 7-8 Tuesday and Thursday (last year we asked for 7-8 pm, 6 SC lanes T/Th + 430-6 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