

1. President calls Autumn General Meeting to order

Quorum present (see attendance list-Schedule "A")

Dave Bennett*	Jani Long
Oscar Perez	Jodi Bymoan
Jeff Scott*	Sherri Buchignani
Stephen Bugbee*	Jaime Luykenaar
Steve Chand'Oiseau	Shawn Taylor
Harvey Katterhagen*	Jenson Tan
Stephanie Wigginton*	Christa McKegney
Danny MacLean	Michelle Stewart
Kevin Wigginton	Sue Kennedy
Barbara Duncan*	
Trevor Nicholson*	UCSC Staff
Jackie Bennett	Mike Blondal
Carol Malec*	Carl Simonson
Kris Norman*	Annabel Stevens
Peter Graboski	
Jen Feddersen	U of C Staff

2. Appointment of Secretary for the Autumn General Meeting

*Motion to appoint **Stephen Bugbee as Secretary** for the 2018 Autumn General Meeting*

- a. Christa McKegney motion
 - b. Carol Malec seconded
- Motion carried by majority

3. Approval of Agenda

Motion to approve agenda for the 2018 Autumn Annual General meeting

- a. Carol Malec -motion
 - b. Harvey Katterhagen seconded
- Motion carried by majority

4. Approval of Minutes from the Spring General Meeting

Motion to approve minutes from the 2018 Spring Annual General meeting

- a. Jeff Scott -motion
 - b. Barb Duncan seconded
- Motion carried by majority

5. President's Comments

Introduction of the "Board of Directors" and "Club Manager"

Dave Bennett	(President)
Jeff Scott	(Finance)
Trevor Nicholson	(Competitions)
Stephanie Wigginton	(Communications)
Harvey Katterhagen	(Programs)
Stephen Bugbee	(Secretary)
Carol Malec	(Director at Large)
Barb Duncan	(Director at Large)
Kris Norman	(Director at Large)
Peter Graboski	(Temp Director at Large)
Mike Boyles	(University Liaison)
Annabel Stevens	(General Manager)

1. Approval of Minutes from 2018 Spring General Meeting

Motion to appoint approve minutes from the 2018 Spring General meeting

- a. Jeff Scott -motion
- b. Barb Duncan seconded, motion carried by majority

2. Ratification of Board member appointments

- a. Intro: **Carol Malec**
 Background: Providing continuity and mentorship to Harassment Officer role
 Formalizing Dare to Care
 Officially appointed at September 2018UCSC Board Meeting

*Motion to ratify the appointment of **Carol Malec as a Director at Large** of the Foothills Swimming Association for the balance of the term extending through the end of the 2018/2019 swim season*

- a. Kris Norman-motion
- b. Stephen Bugbee seconded, motion carried by majority

- a. Intro: **Stephen Bugbee**
 Background: Lots of volunteer board experience
 Taking over from Dave Bennett as Secretary
 Appointed at October Board Meeting

*Motion to ratify **Stephen Bugbee as the Secretary** of the Foothills Swimming Association for the balance of the term extending through the end of the 2019/2020 swim season*

- a. Christa McKegney-motion
- b. Barb Duncan seconded, motion carried by majority

- Intro: **Peter Graboski**
 Background Past Board experience with Patriots swim club

Including president
Temporary Board position
Appointed at October UCSC Board Meeting

*Motion to ratify **Peter Graboski as the Temporary Director at Large** of the Foothills Swimming Association for the balance of the 2018/2019 swim season*

- a. Barb Duncan-motion
- b. Harvey Katterhagen seconded, motion carried by majority

Intro: **Dave Bennett**

Background Past Secretary of the Foothills Swimming Association
Replaced President Rob Corson who stepped down during his term and was appointed as a temporary replacement at the 2018 September UCSC Board Meeting

*Motion to ratify **Dave Bennett as the President** of the Foothills Swimming Association for the balance of the 2018/2019 swim season*

- a. Carol Malec-motion
- b. Keven Wiggington seconded, motion carried by majority

3. Approval of auditors

Motion to appoint Danny Geremia and Sharon Wang as the auditors of Foothills Swimming Association / UCSC

- a. Jeff Scott-motion
- b. Stephanie Wiggington seconded, motion carried by majority

4. 2018/2019 Financial Report

a. Historical Analysis of UCSC Revenues and Expenses

-When adjusted for inflation and the increase in # of swimmers, Total Expenses per swimmer have not increased significantly (~9%) over the last decade-No action required.

-As a Not-For-Profit organization, our revenues are required to cover the expenses required to run the swim club.

-Currently, over 80% of UCSC Revenues are comprised of Member Fees, Bingos, Car Raffles, Casinos and Club Hosted Meets.

Despite a revenue requirement that has risen by ~\$875k over the last decade (due to club expansion and inflation), Bingo revenues have decreased by over ~\$100k from our peak in 2014/15, and have dropped from 33% to 13% of Total Expenses

Member Fees, as a % of Total Expenses, have increased from 43% to 56%, largely due to the decreasing revenues from Bingos, Grants and Sponsorships. We need to continue

search for new fundraising ideas in order to mitigate the fact that Member Fees have risen at a greater rate than Total Expenses over the last 10 years.

Adjusted Expenses-When Adjusted for Inflation and the Increase in the # of Swimmers, Total Expenses Have Not Increased Significantly– No Action Required (see chart provided)

Total Expenses-Total Expenses Have Risen by ~\$875k Over the Last Decade Over 80% of UCSC. Expenses are Comprised of Coaching Payroll, Pool Rentals and G&A.(see chart provided)

Member Fees

Bingo Revenue-Bingo Revenue Had to Increase (From 43% to 56% of Total Expenses), Primarily

Due to a Decrease in revenue from bingos (From 33% to 13%)

Next Steps Going Forward-Continue to work with Bingo halls to mitigate drop in Bingo income

-Continue to provide members with fundraising opportunities that generate a significant margin (i.e. 20%) and that allow members the flexibility to raise as many or as little funds as desired.

Continue to pursue any and all grants, sponsorships and corporate 'matching' / donations possible.

Continue to revise pre-registration timing to allow for optimal budgeting process that improves forecasting accuracy

Budgeting process starts in April

The number of swimmers registered affects budgeting for member fees, raffle ticket income, pool space and coaching needs

Continue to investigate other opportunities such as swim camps and swim fit programs that offer desired products that create value for the swim club

b. Review of 2017/18 Budget vs Actuals

During 2017-18 Fiscal Year, UCSC Expenses were \$178k Greater than the Revenues (see charts-2017/2018 budget; Balance Sheet & Income Statement)

Total Revenues were \$155k below a budget of \$1.5MM

Total Expenses were \$22k above a budget of \$1.5MM

Member Fees and Car Raffle revenues were below budget due to fewer returning swimmers than planned

Bingo revenues were below budget due to fewer Bingo's available to UCSC and lower revenues per bingo vs. budget

Casino revenues were below budget – more of a timing issue

c. Approve proposed 2018/19 Budget

Motion to approve the budget for the Foothills Swimming Association for the 2018/2019 as presented

- a. Barb Duncan -Motion
- b. Carol Malec seconded, motion carried by majority

How will the budget for the 2018/2019 season stay on track for the duration of the calendar year

The Registration process moved earlier in year, allowing for more accurate

Budgeting and actual # of swimmers is very close to budget numbers

Decreased the budgeted revenue from Bingos to reflect past variances

Added Balzac Meat fundraiser as a fixed revenue component

Travel expenses are looking to be under budget due to location of meets in

2018-19 swim season. The board is working with Bank of Montreal to ensure swim club is earning a higher interest rate on all funds available

5. Swimming Reports

Special Presentation

Steve Norris, Performance Technical Director, Swim AB

Mike Blondal introduced Steve Norris: the new performance Technical Director for Swim Alberta (see presentation)

Discussion took place regarding club programs for Age Groups swimmers- which should be both fun and enjoyable...focussed on skills not times

Both high performance and longevity of the athletes in the swimming as a competitive sport are not a given reality in todays sport

Generally, the foundation of training for most clubs is based on the freestyle stroke; the recommended methodology should be focussed on all strokes equally

Alberta has produced numerous swimmers on the national stage- in general female swimmers are very steady and enjoy longer careers than their male counterparts-the reason is they feel they both learn a lot and have a good time in the sport

The goal of Swim Alberta is to extend the careers of all Age Group swimmers -Academics are critical to this goal

Our advantage in Alberta is altitude training; yearly training plans measured by team representation-specifically swimming is seen as an elite sport

The task of the upcoming symposium is to determine the "business of swimming" to develop a trust for the future in the sport. Long term revenue creates stability

Club/Varsity Head Coach-Mike Blondal

-The team has had swimmers at multiple major meets over the past six months: Pan Pacifics, Commonwealth Games, World Juniors and Fina Worlds

I.O.C -focussed on fast swimming (finish times) as development pathway; trying to set a standard of winning rather than working on technique and a long-term strategy

Life Sport is being developed to focus on the long term-with a maturity at 17-18 years old.

The focus of the Age Group swimmers to develop swimmer that stay with the club for a longer term (See report)

Age Group Head Coach-Carl Simonsen

(See presentation)-

Discussion took place regarding the metrics of participation in swimming-performance for different age group divisions-(see stats in presentation material)

The club had 36 coaches and 4 staff participate in the club over the last year with a diversity of experience -trained, registered & certified

Age Group Coaches have a monthly meeting to review training & meet schedules-preference: more coaches & smaller groups

Swim Alberta Camps-creating two camps for select top performers swimmers-Emerge and Aspire-to encourage swimmers to establish competitive goals and assist in high performance training

Discussion took place regarding Internal Issues that were raised with training: some parents want more opportunities to talk to coaches, some parents have leveled criticism at Age Group coaches regarding the potential ineffectiveness of block training calling it more hit and miss rather than ordered, experience varies among swimmers. Questions regarding visitations raised

Coach Carl stated that like Steve Norris discussion coaches need to build confidence and swimmers belief in themselves-current process too conservative-need to develop maturity to become “bold and courageous” attacking the competitive opportunities- swimmers need to go for it

6. New Business/other

Fundraising and Social Committee

Swim-a-thon for the 2018/2019 season has been suspended due to numerous complaints from parents; main issue was tax receipts not available for donors

Desire to find an alternative “swim related” event as a fund raiser-potential for a 24 hour adrenaline swim event.

Committee/board to consider alternate forms of fund-raising for future funding as the current methods are failing to maintain current expectations

7. Adjournment

Dave Bennett- made a motion to adjourn the November 2018 UCSC Autumn General meeting

- a. Harvey Katterhagen -motion
- b. Carol Malec seconded , motion carried by majority

Foothills Swim Club / UCSC

November 14, 2018 - 5:30 -7:20

2018 Autumn General Meeting

KNB 126 – University of Calgary

Agenda

- 1) Call Autumn General Meeting to order
- 2) Appointment of Secretary for Fall General Meeting
- 3) Approval of Agenda
- 4) President's Comments
 - a) Introduction of Board of Directors and Manager
 - b) Approval of Minutes from Spring 2018 General Meeting
 - c) Ratification of Board member appointments
 - d) Approval of auditors
- 5) 2017/2018 Financial Report
- 6) Swimming Report
- 7) New / Other Business
 - a) Fundraising and Social Committee
- 8) Adjournment