



Victoria Artistic Swimming Club Annual General Meeting - Minutes

Date: October 06, 2025

Time: 8:03pm - 9:06pm

Location: Virtual (Zoom)

Attendance

Board Members Present:

- Kelly, President
- Jill W, Vice President
- Jill S, Treasurer
- Bogdan, Melissa, Jacqueline

Absent Board Members:

- Shelley, Dan

Other Attendees:

- Jennifer, Registrar
- Brenda, Head Coach
- Karma, Club Support Liaison
- 25 other club members

President Kelly called the meeting to order at 8:03 pm, stating the Territorial Land acknowledgement and welcomed all of the attendees. A motion to adopt the agenda was made by Jill W and seconded by Stacey, passing without opposition.

Approval of Previous AGM Minutes

The minutes from the 2024 AGM were reviewed. A motion to approve the minutes was made by Melissa and seconded by Maria. The motion was carried, and the minutes were approved unanimously.

Agenda Items

1. Call meeting to order, territorial acknowledgement
2. Attendance
3. Introduction of current board and admin team
4. Adoption of Agenda
5. Adopt of Minutes from 2024 AGM
6. President's Report (Kelly)
7. Head Coach Report (Brenda)
8. Registrar's Report (Jennifer)
9. Club Financial Review -Treasurer:

a. 24/25 Year-End Statements

b. 2025/26 Proposed Budget

10.Election of New Board:

a. President

b. Vice President

c. Secretary

d. Treasurer

e. Members at Large

11.Open Floor

12.Adjournment

Attachments:

- 2024 AGM minutes
- Head Coach Report
- 2024/25 Year-End Club Statements
- 2025/26 Proposed Club Budget
- Oct 2025 Registrar Report

Opening Remarks Kelly (President)

- Briefly mentioned that even though Shelly was not able to attend this meeting she and Cathy will be organizing the travel plans for the competitive programs.
- Summary of who was on the board last year
- She emphasized her gratitude for all of those that volunteered during the National Qualifiers and reminded everyone that we hosted it in March 2025
- We received a Grant for hosting the Qualifiers that helped this year be successful as well as all of the fundraising that occurred, such as the swimathon, and 50/50 draw that occurred during the Qualifiers.
- Community events during the year such as the Holiday party, Gel Night and End of the year gathering that allowed families to feel supported and connected were successful. Thanks were given to Melissa for helping our head coach Brenda lead these events and looking forward to the events in this coming year.
- During the summer of 2025, the board and head coach focused on improving the positivity in the club through Safe Sport training for the National and Provincial teams as well as a program on Respect in Sport for parents. The team members were reminded of the club values. The aim was to have that positive team energy be shared with girls in the development levels.
- A Club Support Liaison, Karma has stepped in to become a 3rd party support person for conflict resolutions so that she will be a neutral voice for any issues that might occur in the future. The rule of always having two adults in every meeting (rule of two) will be supported by having her attend any discussions between coaches and members on teams.
- The pool has been shut down for longer than usual due to maintenance and adding the new waterslide has made everything feel on hold for practice
- She mentioned her gratitude for all those that are volunteering and is excited to start this season

Head Coach Remarks (Brenda)

- She appreciates all of the families that have attended this meeting, and appreciates everyone understanding the shut down of the pool being longer than usual. And if anything changes she will inform everyone.
- She mentioned that she is also excited for the fun community events that will occur this year
- Two new coaches from university will be joining on the deck
- Annual Swim-a-Thon: Our first big event once we're back to regular training — a fun and active way for the whole club to reconnect, raise funds, and build team spirit.
- Parent Information Nights: In-person for Provincial and National Stream families, and Zoom sessions for Development programs. She will be hosting the meetings for everyone to ask her more questions
- Full Club Christmas Party: Crafts, games, and gingerbread houses led by our National Stream athletes.
- Hair & Makeup Night: A hands-on night for athletes to learn competition prep skills, led by our senior athletes.
- Winter Water Show: Early in February (date to be confirmed).
- Year-End Water Show, Family Potluck & Awards Ceremony: Scheduled for June 7th — this annual celebration includes performances from all athletes, family potluck, and a special awards ceremony for our Development Program. More details will be shared as we get closer to the date.
Once we're back to our regular schedule, we'll share a full club calendar outlining all these key dates.
- Two questions were asked of her from parents on who is included in the water show and regarding volunteering for the future PISE event. She mentioned that all of the girls: competitive and development girls participate in the watershow. Volunteers from the development and limited competition programs will be needed to lead the PISE event as the National and Provincial teams will be in competitions.

Registrar's Report (Jennifer)

- Enrollment Update: Summer camp participants total of the 13 swimmers in both camps. 10 swimmers transitioned into fall programs
- During August there were 17 participants in the competitive training
- **Current athlete count:** 76 athletes, with 59 in development programs (including Swim Kids, Aqua Go, Artistic Swim School, and Olympic Dreams) and 17 in competitive streams (provincial and national-level).

Financial Report (Presented by Treasurer, Jill)

2024/25 Year-End Financial Statements and the 2025/26 Budget were reviewed

- A motion was put forward to create a special restricted Fund of \$10,000 for future club investments, such as major club equipment or unique training

by Yhan and seconded by Kelly.

- A motion to accept the 2024/25 financial activity statements was made by Cathy and seconded by Emily.
- A motion to accept the upcoming budget statement of 2025-2026 was made by Cathy and seconded by Marie.
- All motions were approved unanimously.

Board Confirmation for 2025/2026

- Board Nominations and Elections:
 - President: **Kelly**: motion carried by Jill W seconded by Jacqueline.
 - Vice President: **Jill W**: motion carried by Melissa seconded by Cathy.
 - Treasurer: **Julie**: motion carried by Jill W seconded by Cathy.
 - Secretary: **Melissa**: motion carried by Kelly seconded by Laura.
 - Members at Large: motion carried by Kelly seconded by Stacey.
 - **Jacqueline**
 - **Maria**
 - **April**

Final questions and statements

- Melissa suggested to new parents to add a piece of string to the nose clip and attach it to the goggles so they won't get lost
- A parent was concerned about competitive goggles needing to be replaced
- People were reminded to keep an eye out for emails from Jennifer with calendar events and dates for the whole year. People will then need to register on the website.

Adjournment

With no further business, the meeting was adjourned at 9:10 PM.