

CCSC Board Meeting

Sept 14, 2023 - 6:00 pm

Paterson's house

MINUTES

In attendance: Naomi, Ian, Dawn, Jan, Allyson, Courtney, Morgan, Rebecca

Absent: Jeff

1. Approval of August minutes

Deferred until next month when Dawn is home

2. Approval of August agenda

First: Ian

Second: Mel

In favour: ALL

3. Coach's Report

- Age Group Development is over subscribed. We have added 4th practice to try to alleviate numbers, we will try that for a couple of weeks, we may add a fifth if necessary, but will also shift people around if possible.
- Staff and hiring - Colin confirmed for Monday, Tuesday, Wednesday. Being a huge group a new staff member is being vetted. TBD by tomorrow by Morgan.
- Coaching development - Carole level 2
- Jarod has started and so far is doing a great job.
- No issues in the viewing area
- Olympic trials and funding for few athletes
- We are holding an inservice on Saturday morning 9-11 for all coaches/volunteers to go over policies, procedures as well as drills and tips
- Coach development. Carole working on level II. Working on portfolio should be done mid season. Colin going for level 1.
- CCSC Junior coaches should be vetted for Level 1 coaching. Let's do it asap.
- Morgan Level II completion. Morgan assured it will be complete by Dec 1st.

4. Operations Manager Report

-Operations Report September Registrar: Registration is at 175 as of tonight. 10 away from making budget. We definitely have a few more in the mix so hopefully will get to 185 or very

close by the end of September. We have had 64 people fill out tryout forms. RTR is not yet operational - No communication from Swim Canada. Hopefully soon. All affiliate forms were sent in August. Team Manager Shirt order came in on time, they seem to be going over well. Will advertise sale of shirts/sleeveless shirts to parents and grandparents more aggressively once shirts have been handed out to all swimmers. Near the end of September will start organizing cap order. Looking for ideas for Christmas Clipper-wear order Hoodies Joggers Ball caps Website Update Website is updated and streamlined - any recommended content appreciated. Will work with Shanna Turenne this season to update the handbook. Social Media Followers at 570 - Up 100 since Feb. Social media posts will ramp up again now that we are back in the water

5. Treasurer report

Membership

Registration as of 10:00am August 14, 2023

- Families 132
- Active Swimmers 174

Futures - 50

Novice - 18

Age Group Dev - 37

Age Group - 23

Junior - 18

Senior Dev - 6

Senior – 17

Senior 2 - 5

Senior Dev v's Senior 2

P&L Commentary

- "August Camp" brought in \$4,600
- 132 families registered so \$13,200 in Fundraising Revenue to date
- Once we are complete with Registration and do our first account sweep on October 1, I will update the budget (currently based on 185 swimmers) and present our P&L and Balance Sheet
- 2023 has been reconciled and will be sent to BDO to prepare our required Financial Statements and annual filings
- 50k GIC Matures next week. Anticipated interest of \$2,325. Will investigate updated options and compare to our Savings account (must be more than 100k to earn good interest)
- Camp - Need to refund accounts for the day that pool was closed during August Camp.

Other Business

The board discussed the use of Parent Volunteers at Devo/Muskat swim meets. Could help with new families, questions, relaying information to coaches, helping people find heat sheets, etc.

Volunteer coaches – can they be given an incentive to attend a junior meet and help with swimmers.

Naomi/Courtney/Allyson – how to communicate with parents who are new to Meets. Point person (parent) for communications.

Meeting adjourned at 7:31

Next meeting scheduled for Wednesday October 11th 6pm (flexible once new sports schedules are taken into consideration).