**February 2024 CRKW Board Meeting Minutes**

7:00pm, Tuesday, February 6, 2024

Pinecrest Room, Strathcona Gardens

**In Attendance**

Mercedes Hayduk, Billie Vose, Kili Enger, Kelly Bignell, Nycky-jay Vanjecek, Brian Vose, Richard Millns, Cheri Millns, Rachel Balabuch

1. **Call to Order**

Meeting called to order at 7:00pm

1. **Accept Minutes from Last Meeting**

Nycky-jay moves to accept the minutes from the last meeting. Rachel seconds. All in favour.

1. **Accept Agenda**

Billie moves to accept the agenda with the addition of Rule the Pool and High Performance Travel to New Business. Rachel seconds. All in favour.

1. **Business Arising From Minutes**

None

1. **Reports and Discussion Items**
	1. **President**

Welcome to February. Halfway through the season and we have some exciting meets coming up.  Huge shout out to our chaperone and travel coordinators for their work on the upcoming Man/Sask Meet. We are confirmed 18 swimmers and perhaps a few more will join.  It takes a lot of work to plan these trips and our club is grateful for all the work involved in planning – thank you.

Through this process of organizing the meet it became apparent that we need a more formal policy around selecting chaperones for trips.  I hope we can discuss quickly later in this meeting and implement a fair and equitable way to select chaperones for future trips.

As our club grows so does the need for formal policy and procedures so please speak up if you see a need or see an area for improvement – we should always be striving to adjust and improve as needed to suit everyone’s needs.  Our club is made up of members and is for the members and as a Board I hope we can always be open to changing and adjusting to make improvements as needed.

* 1. **Head Coach**

Lots to report on as our ever changing situation with our facility calls upon us to be versatile and adaptable (some of life’s most productive virtues)…

Performance Report

CRKW swam at our Vancouver Island Regionals late January and had our highest placing in quite some time (maybe ever) with our ladies team dominating clubs and communities much larger than ours. Our young men dominated relays but lacked the numbers to score as well as our ladies. However, as a team we are punching well outside our weight class. If you take into consideration our facility access limitations as well as our community size, we are definitely one of the best pound for pound swim teams out there. Now we turn our attention to preparing for Man/Sask and the Duncan Invitational. The swimmers are training extraordinarily well and pushing themselves to be well prepared to peak in early March.

Pool time Adaptation 1 +2

With the summer club coming in and a rigid demand for our small pool we have had to give up some of our afternoon pool time for the month of May. This is adaptation number 1. Number 2 is our pool closes June 15th and we have a very scattered and unorthodox access to our outdoor pool. This only has an effect on our Killer Whales Senior & Junior program. Our Killer Whale Dev & Orca programs remain relatively untouched. This schedule is approved in principle with all parties and I am just waiting on SRD management to confirm this arrangement.

The new Killer Whale Junior/senior May schedule is below:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Monday  | Tuesday  | Wednesday   | Thursday  | Friday  | Saturday  | Sunday   |
| 6-8 AM Swim  |  | Swim 6-8 AM  |  | Swim 6-8 AM  | 7-9 AM Swim 9:15-10 AM Dry land  |  |
| Dry land 3:30-4:30 PM Location TBA  | Swim 3:15-5:15 PM  | Dry Land  3:30-4:30 PM Location TBA  | Swim 3:15-5:15 PM  | 3:15-5:15 PM Swim  |  |  |

I will communicate this schedule to the swimmers as soon as possible, and will officially notify all the parents via email.

* 1. **Development Coach**

We have three new coaches that are working through their certifications – these are due in 60 days.

The Mini Whales spring session goes from April 2 – June 7 (registration opens on March 16).

Five kids are moving up from Orca Development to Orca Junior.

Discussion:

We need to create a policy that states the amounts owing for VPS and fundraising when a swimmer moves up mid-season.

We also need to prorate fees for swimmer who are joining the lessons late.

* 1. **Treasurer**

Account Balances:

General $94 996.45

Gaming $6 532.51

Capital Projects $35 000.80

Contingency Fund $30 000.68

Electronics are paid in full!!

HSBC is transitioning to RBC and as far as I know this will be as seamless as possible. I am awaiting instructions to access the online banking system and set that up. This may require additional signatories.

I am starting to get Man/Sask payments in, which is great.

I will ask Rachel to calculate excess fundraising after the meat fundraiser. I will update the Corporate Sponsor spread sheet and send it to Rachel.

The West Coast Collegiate Meet scratch deadline is Friday at 12 pm. I will send out Fee info on Friday afternoon once I have the updated Entries.

* 1. **Fundraising Coordinator**

We are finishing up the Gunter’s Meats fundraiser.

Upcoming fundraising opportunities: spring plants and Purdy’s chocolates.

* 1. **Sponsorship Coordinator**

The amounts are being updated on the website.

* 1. **Registrar**

No report

* 1. **Meet Manager**

Our January 20th, 2024 Last Chance Qualifier Meet was a success! We had 91 swimmers with 496 entries, starting at 10am and ending shortly after our time out time of 1:30. Our Ref, Heather Ney, mentioned many times out smooth our meet was. The Ref and all coaches thanked us for the lunches. Our swim meet volunteers are so efficient with their tasks that set up, running the meet and take down was very efficient.

There was a change from two sessions to one session as there were no swimmers signed up for distance swims which coaches and volunteers were happy with. To plan for next year, we may want to adjust the meet (date/sessions). The swimmers registered this year Jan 20th was 91(3.5 hours session) and last year January 14/15 was 92(first session - 2.5 hours) 70(second session - 2.5 hours).

In 2019 we did a 1 day meet geared towards a younger group (25s, under 11s relays) and there were 158 swimmers (10am-4pm).

I renewed our storage locker and just need to drop off a cheque.

Discussion:

We will create an honorarium for referees that travel to Campbell River as a ‘thank you’.

* 1. **VPS Coordinator**

No report

* 1. **Apparel Coordinator**

No report

* 1. **Social Coordinator**

We will have the Year-end Banquet on May 26 from 4-7 at Hagel Park. This will be a pot-luck. Details for this evening will be sent in an email to parents.

* 1. **Communications/Social Media Coordinator**

Close to having all 2023 sponsors posted (all 4 posts are within 1 year). Goals moving forward are to post all 4 within the season if received in September (Sept-June).
Our Instagram is starting to have more interactions with other Swim Club accounts, which might help with numbers for future meets

* 1. **Officials Coordinator**

Clinics will be planned in March for newer parents.  Research is being done on more advanced clinics.  More aggressive asking will be done to see who wants to join me in becoming a Level 4 referee.

* 1. **Electronics Coordinator**

All electronics have arrived and we have arranged to finish paying them off.

We plan to test them at our next mini meet.

* 1. **Website Coordinator**

No report

* 1. **Travel Coordinator**

Discussion:

With all team travel, we need to offer chaperoning opportunities to other parents.

1. **New Business**
	1. **Rule the Pool**

We will be cancelling Rule the Pool this swim season.

* 1. **High Performance Swim Meets**

We will create a bursary for the athletes of $3000/year.

There will be fundraising support from CRKW.

The club will support the Head Coach to go.

We will create a “High Performance” line item in the budget for next season.

1. **Upcoming Meeting(s)**

Monthly Board Meetings – March 4 (Monday), April 2, May 7 and June 4 at 7pm (Pinecrest Room)

1. **Adjourn**

Meeting adjourned at 7:48pm