

Executive Meeting Minutes

18/10/2023

18 Oct 2023 / 7:30 PM / Google Meet

INVITEES

Francine Vickery (Chair), Joy Richman (Vice President), Lisa Hermanson (Registrar), Liz Stokes (Treasurer), Mariana Carrasco-Teja (Secretary), Alex Kouzas (Head Coach)

AGENDA

Meeting called to order at 7:32 pm

Acceptance of Agenda

Moved by Francine, unanimously approved.

Acceptance of Previous Meeting Minutes (11 Sep 2023)

Moved by Francine, unanimously approved.

Follow up from previous meeting

- More details about AGM dinner in Fall.
 - Room reserved from 5-9 pm on Sat., Nov. 18, 2023. Will finalize this week.
 - Food and non-alcoholics drinks from Loafe (only option).
 - Secretary will draft a form to RSVP, including interest in joining the board.
 - Motion that the club cover full cost of food for the AGM attendees: moved by Lisa, unanimously approved.
- Inviting more trial swimmers. No, only one spot left now, and there is at least one person on-leave that is likely to come back soon. We will not know how many spaces will be available in January until early registration opens for current members
- Visiting swimmers information on the website: Francine will look at it.

Officer Reports

- President: Put in the request for winter and she is waiting to hear back. Trial swimmers inquiries.
- Vice President: One person will register by Oct. 27th.
- Treasurer: Busy with getting things cleaned up with the bookkeeper and the accountant. Accountant prepared tax returns for the two prior years, reviewed by the treasurer and signed by the president. We are up to date with CRA to the past fiscal year. We are trying to find out if it is possible to do e-transfers with 2 signing officers. Our current bank, TD, cannot do it, but VanCity is able to do it. Treasurer will look further into it as this will simplify payment of expenses.
- Registrar: 29 members registered for the full year, and 20 for the Fall. All are registered, but a couple of swimmers need to sign the insurance information. Registrar will follow up.
- Secretary: AGM information (per above); website information (per above).
- Head Coach: we have enough coaching staff. Won't be able to attend the

AGM.

New Business

- We will send the schedule and cancellations to new members once they are registered, to be included in their welcoming email.
- Team swag. Board members will take a look and decide if we want to "open" a store for the club. We need to decide what items, colors, logo sizes, etc.
- Member at large position. Thanks to Richard for taking this on. We will review the clubs' bylaws to clearly define the position.

ACTION ITEMS

- Secretary to post 11 sep 2023 executive meeting minutes on website.
- Secretary to draft RSVP for AGM.
- Coach to write a report to read at the AGM.
- President to look into the website information for out-of-town swimmers, and where to put meets information.
- Look into the club's bylaws about adding one more voting or non-voting person to the board.

NEXT MEETING PLANNING

Planned for Nov. 6, 2023 at 7:30 pm.

MEETING ADJOURNMENT

Called at 8:36 pm