

Executive Meeting Minutes

6/11/2023

6 Nov 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 7:34 p.m.

Acceptance of Agenda

Francine moved to approve. All in favor.

Acceptance of Previous Meeting Minutes (18 Oct 2023)

Francine moved to approve. All in favor.

Follow up from previous meeting

- Finalize AGM dinner and meeting details: room is booked and paid; food order has to be finalized by Tues., November 14.
- Finalize AGM Agenda and invitation. Invitation is ready and the agenda is drafted.
- Club merchandise. We want to set up our online store and decide who will be responsible to set it up. We also need to choose items, d approve colors and designs, and set a schedule to open the store, close off ordering, and deliver orders. We need somebody to take delivery and distribute items to swimmers.

Officer Reports

- President: haven't heard from Christine about the pool for January.
- Vice President: full club (50 members); registration opens on Dec. 1 for members that signed up by term. Concussion study looking for participants 60 years or younger, specially women. We will send the information out at the end of the AGM email.
- Treasurer: working with the bookkeeper and the accountant. Taxes have been filed (we have to file them every year). Vancity has a free account that supports e-transfers for accounts requiring more than one signature.
- Registrar: 50 people are registered.
- Secretary: uploaded minutes; need to do the updates about visiting swimmers.
- Head Coach: nothing to report.

New Business

- Discuss domain renewal (ubcmasters.com). Currently it is renewed every year. It can be renewed for up to 10 years for about US\$15.41 per year. the board agreed to renew it for 5 years.
- Revising visiting swimmers rules. Swim BC didn't reply to our questions

about insurance. We think that after 2 weeks they would need to register with SwimBC.

ACTION ITEMS

- Secretary to post 18 oct 2023 executive meeting minutes on website.
- Secretary to send AGM draft agenda, and last year AGM minutes in pdf to President.
- President to send and email with (1)AGM Agenda; (2) AGM RSVP; (3) last year's AGM minutes; (4) concussion study information.
- Treasurer will look more into the Vancity account and find out the process for changing signing officers (a challenge with our current institution). We would like to have the option to make payments by e-transfers instead of checks.

NEXT MEETING PLANNING

AGM meeting is planned for November 18, 2023 at 6:00 pm in the Robert. F. Lee Alumni Centre at UBC.

MEETING ADJOURNMENT

Meeting concluded at 8:35 pm.