

Executive Meeting Minutes

26/04/2022

26 April, 2022/ 7:30pm / Zoom meeting

ATTENDEES

Francine Vickery (Chair), Joy Richman (Vice President), Lisa Hermanson (Registrar), Liz Stokes (Treasurer), Alex Kouzas (Head Coach), Katie Lee (Secretary)

AGENDA

1. Move to approve agenda and call to order at 7:35 pm
2. Move to approve previous meeting minutes (7 March & 23 March 2022)
3. Follow up from previous meeting
4. Officer Reports
5. New business

Acceptance of Agenda

Moved by Francine, all in favour
Unanimous

Acceptance of Previous Meeting Minutes

Moved by Francine, all in favour
Unanimous

Follow up from Previous Meeting

- Practice feedback survey: 17 responses were collected. Swimmers would like more feedback (constructive and positive) and they're happy with the practices.
- New email account has been set up for members-at-large.
- Robert Burnaby: Francine contacted Alvin to cancel Sunday bookings in June.
- We haven't been able to get a meeting with Christine to discuss issues relating to UBC pool rentals. Francine and Joy will try again.

Officer Reports

- President: Attendances at alternate pools have been low. Google Workspace will no longer be free starting in August 2022.
- Vice President: Several people who had completed their trial swims were not interested in registering after they learned about the alternate pool arrangements. There are a number of cancellations at UBC pool in May and June. Joy will find out if we could get pool space at Byng. Our request for space at Robert Burnaby in July and August hasn't been confirmed.
- Treasurer: Current estimate of YE surplus is \$691, which includes all April pool expenses and estimated outdoor pool expenses for July and August. Estimate also includes summer session fees paid so far.
- Registrar: Lisa will send out the registration email for the summer session.
- Coach: The coaches will be Anna on Mondays, Dima & Alex on Thursdays, and Nathan on Sundays. Josie and Maia will not be coaching in May and June.

New Business

The following topics were discussed:

- PoolQ doesn't support QuickBooks Desktop. Francine will set up a call with the rep again to see what he suggests and figure out when to do the switch.
- Code of conduct: We like the code of conduct from Teddy Bares Masters, and the conflict resolutions policy from Mountain View Masters. We agreed to use them as examples to draft our own policy. Liz proposed a draft and Katie will continue working on it. The Board will review the draft before the next meeting.
- COVID Protocols: UBC's mask mandate has been extended; masks must be worn indoor thru June 30, 2022. We would like to keep our members safe by reminding everyone to wear a mask and stay home when feeling unwell. We will find out from the UBC pool whether we're still required to enter as a group and show our vaccination passport.
- Techsoup: Due to time constraints, this topic will be addressed at the next meeting.

ACTION ITEMS

- Francine:
 - Check with UBC pool regarding pool entry procedure
 - Set up meeting with Christine & Joy to discuss pool rental issues
 - Contact PoolQ rep to continue the discussion on QuickBooks/ accounting solution
- Joy: Contact Byng to get pool space

- Lisa: Send registration email for summer session to swimmers
- Katie:
 - Send approved meeting minutes (7 March & 23 March 2022) to the webmaster for website update.
 - Draft code of conduct

NEXT MEETING

Scheduled for May 18, 2022 at 7:30pm, Zoom

MEETING ADJOURNED AT 8:30pm