



# Foothills Swimming Association / UCSC

## 2023 Annual General Meeting Minutes

**Location:** Online Meeting Hosted in Calgary - <https://meet.google.com/tgt-zhyv-rfx>

**Date:** June 28th, 2023

**Time:** 5:30 pm MDT

### Attendees:

Jarrold Ballem  
Anita Cheung  
Kerstin Clark  
Steve Cosic  
Fiona Costello  
Shauna Dardis  
Barb Duncan  
Suzan Gibbs  
Harvey Katterhagen  
Venus Lai  
Peter Lloyd  
Jani Long  
George Matthew

Christa McKegney  
Michael McLean  
Kerry Nevatte  
Kris Norman  
Juan Pablo González  
Michael Power  
Matt Pumphrey  
Josh Sadovnick  
Laura Schorn  
Ryan Sen  
Ryan Smith  
Julie Stenner  
Todd Sutherland

Terry Tang  
Wendy Wang  
Whitney Wei  
Stephanie Wigginton  
Xiaojie Xu  
Ying Zhu  
403-560-7889  
Staff: Mike Blondal  
Staff: Jess Craig  
Staff: Carl Simonson

1. Meeting called to order at 5:35pm, June 28. Quorum confirmed - 33 members + 3 staff.
2. Appointment of Secretary  
Appointment of Secretary for 2023 Annual General Meeting  
**MOTION** to appoint Todd Sutherland as Secretary for the 2023 Annual General Meeting by Jarrod Ballem. Seconded – Christa McKegney. None opposed, motion carried.
3. Review and Approval of Agenda  
Note: URL copies available at sign-in to virtual meeting via Chat box.  
**MOTION** to approve the agenda for the 2023 General Meeting as presented by Matt Pumphrey. Seconded - Peter Lloyd.  
None opposed, motion carried.



# Foothills Swimming Association / UCSC

## 2023 Annual General Meeting Minutes

4. Approval of Minutes from June 15<sup>th</sup>, 2022 Annual General Meeting  
**MOTION** to approve minutes by Fiona Costello. Seconded - Christa McKegney.  
None opposed, motion carried.
5. Election of Board of Directors  
**MOTION** to approve the presented slate of directors by Jarrod Ballem. Seconded – Peter Lloyd.  
None opposed, motion carried.

Position	Term	Nominee
President	2023 - 2025	Kris Norman
Director at Large	2023 - 2025	Christa McKegney
Director at Large	2023 - 2025	Michael McLean
Director at Large	2023 - 2025	Michael Power
Director at Large	2023 - 2025	Gary Wong
Director at Large	2023 - 2024	Barb Duncan
Director at Large	2022 - 2024	Jarrold Ballem
Director at Large	2022 - 2024	Peter Lloyd
Director at Large	2022 - 2024	Matt Pumphrey
Director at Large	2022 - 2024	Todd Sutherland

6. Election of Auditors  
**MOTION** to approve Mohamed Hassan and Kevin Nielsen as auditors for 2021-2022 financial statements by Barb Duncan. Seconded – Harvey Katterhagen.  
None opposed, motion carried.



# Foothills Swimming Association / UCSC

## 2023 Annual General Meeting Minutes

### 7. Approval of Audited Financials

**MOTION** to approve audited financials by Christa McKegney. Seconded – Mike Power. None opposed, motion carried.

Questions: 1) Peter Lloyd – why subsidy is listed as expense? 2) Fiona Costello – request more transparency about how much funding goes towards age-group versus non-age-group swimmers.

University of Calgary Swim Club			University of Calgary Swim Club		
Profit and Loss			Balance Sheet		
September 2021 - August 2022			As of August 31, 2022		
	TOTAL			TOTAL	
	SEP. 2021 - AUG. 2022	SEP. 2020 - AUG. 2021 (PY)		AS OF AUG. 31, 2022	AS OF AUG. 31, 2021 (PY)
<b>INCOME</b>			<b>Assets</b>		
CAMPS/Private/Masters	21,328.61	3,536.81	Current Assets		
CLUB HOSTED MEETS (NET)	126,809.66	17,250.51	Cash and Cash Equivalent	\$1,217,321.86	\$1,033,711.57
Event Raffle	307.23		Accounts Receivable (A/R)	\$41,568.19	\$356,688.12
FITSWIM	22,600.00		Accrued Interest	0.00	0.00
FUNDRAISING	128,454.89	130,563.17	Accrued Revenue	0.00	13,727.23
GAMING			Equipment Inventory	46,402.51	45,763.53
Bingo	225,774.97	107,746.33	Prepaid Airline Ticket (Air Canada)	8,136.71	
Car Raffle	191,738.40	158,353.28	Prepaid Airline Ticket (American Airlines)	4,401.15	
Casino	31,049.75		Prepaid Airline Ticket (WestJet)	-0.33	14,197.10
Total GAMING	448,563.12	266,099.61	Prepaid Expense	24,686.90	4,151.72
GRANTS			Raffle CAR	0.00	2,500.00
HIGH PERFORMANCE GROUP	21,690.00	6,735.00	<b>Total Current Assets</b>	<b>\$1,342,517.99</b>	<b>\$1,470,740.27</b>
IN/OUT ACCOUNTS	0.00	0.00	Non-current Assets		
MEMBERS FEES	920,895.69	549,172.16	Property, plant and equipment	\$19,867.40	\$22,374.66
OTHER INCOME	29,282.79	3,411.15	<b>Total Non Current Assets</b>	<b>\$19,867.40</b>	<b>\$22,374.66</b>
SPONSORSHIP & DONATIONS	2,748.13	9,020.50	<b>Total Assets</b>	<b>\$1,362,385.39</b>	<b>\$1,493,114.93</b>
Total Income	\$1,722,680.12	\$1,001,298.91	<b>Liabilities and Equity</b>		
GROSS PROFIT	\$1,722,680.12	\$1,001,298.91	Liabilities		
EXPENSES			Current Liabilities		
AWARDS & SOCIALS	22,446.53		Accounts Payable (A/P)	\$19,680.15	\$114,404.63
Camp Coach Expense		997.50	Credit Card		
COACHING EXPENSES	29,526.17	28,351.64	BMO Corporate Mastercard	8,402.43	793.03
COACHING PAYROLL & CONTRACTS	862,547.91	825,962.69	<b>Total Credit Card</b>	<b>\$8,402.43</b>	<b>\$793.03</b>
GENERAL AND ADMINISTRATIVE	233,480.46	200,916.17	Deferred Gaming revenue	31,268.01	
HIGH PERFORMANCE GROUP EXP	81,521.57	21,225.38	Deferred revenue	507,819.36	542,253.43
OTHER PROGRAM COSTS	47,280.38	36,332.15	GST/HST Payable	0.00	0.00
POOL RENTALS	358,038.63	292,985.52	Payroll Liabilities	0.00	0.00
Purchases	4,543.88		Unearned Revenue	0.00	12,869.00
SUBSIDIES	58,709.24	11,565.40	<b>Total Current Liabilities</b>	<b>\$567,169.95</b>	<b>\$670,320.09</b>
Total Expenses	\$1,698,094.97	\$1,418,336.45	<b>Total Liabilities</b>	<b>\$567,169.95</b>	<b>\$670,320.09</b>
OTHER INCOME	\$-52,164.45	\$501,532.33	Equity	\$795,215.44	\$822,794.84
OTHER EXPENSES	\$0.10	\$0.00	<b>Total Liabilities and Equity</b>	<b>\$1,362,385.39</b>	<b>\$1,493,114.93</b>
PROFIT	\$-27,579.40	\$84,494.79			

### 8. Approve 2023/2024 Budget

**MOTION** to approve Proposed 2023/2024 Budget by Matt Pumphrey. Seconded – Steve Cosic.

None opposed, motion carried.

Objectives: Keep costs low, while allowing for pool rental increases, general inflation, and coach raises and education, etc. This upcoming season will result in a loss, which will be balanced out in the next 2 years. The goal of this budget (part of the quad budget) is to keep consistent increases and avoid an over or under correction of member fees on a year to year basis.

Key Assumptions: 457 swimmers (currently at 508 with senior swimmers and 465 with just age group swimmers). University of Calgary pool costs in line with contract

Results: Funds segregated into four buckets: General, Gaming, Performance, Emergency



# Foothills Swimming Association / UCSC

## 2023 Annual General Meeting Minutes

### Proposed Budget:

	ACTUALS	GENERAL		GAMING		PERFORMANCE		EMERGENCY	
	2022/2023	2022/2023	2023/2024	2022/2023	2023/2024	2022/2023	2023/2024	2022/2023	2023/2024
Fund Opening Balance		\$ 169,803.90	\$ 137,162.60	\$ 58,978.78	\$ 54,219.87	\$ 104,379.20	\$ 77,564.94	\$ 383,675.20	\$ 383,675.20
Club Hosted Meets	\$ 130,738.00	\$ 145,604.70	\$ 145,104.70						
FitSwim	\$ 25,000.00	\$ 20,415.00	\$ 27,695.30						
Camp net	\$ 27,100.00	\$ 5,000.00	\$ 9,377.90			\$ 20,118.67	\$ 17,511.61		
Fundraising	\$ 142,204.69	\$ 135,400.00	\$ 134,000.00						
Bingo	\$ 275,563.00			\$ 229,428.20	\$ 229,428.20				
Car Raffle	\$ 192,248.00			\$ 179,077.50	\$ 174,090.00				
Casino	\$ 31,227.00			\$ 32,000.00	\$ 32,000.00				
Grants						\$ 15,000.00	\$ 15,000.00		
High Performance Group	\$ 17,640.00					\$ 500.00	\$ 500.00		
Member Fees	\$ 1,036,216.00	\$ 931,867.20	\$ 1,003,198.00						
Performance Fee	\$ 40,550.00					\$ 35,000.00	\$ 35,000.00		
Investment/Operating Interest	\$ 1,357.00					\$ 2,685.73	\$ 2,685.73		
Other - Team Gear	\$ 7,027.00	\$ 7,026.98	\$ 6,589.16						
Championship Meets Staffing	\$ 17,800.00	\$ 18,500.00	\$ 18,500.00						
Sponsorship & Donations	\$ 550.00	\$ 5,000.00	\$ 5,000.00						
<b>TOTAL REVENUE</b>	<b>\$ 1,945,220.69</b>	<b>\$ 1,438,617.78</b>	<b>\$ 1,486,627.66</b>	<b>\$ 499,484.48</b>	<b>\$ 489,738.07</b>	<b>\$ 177,683.60</b>	<b>\$ 148,262.28</b>	<b>\$ 383,675.20</b>	<b>\$ 383,675.20</b>
	ACTUALS	GENERAL		GAMING		PERFORMANCE		EMERGENCY	
	2022/2023	2022/2023	2023/2024	2022/2023	2023/2024	2022/2023	2023/2024	2022/2023	2023/2024
Expenses									
Awards & Socials	\$ 17,181.22	\$ 15,500.00	\$ 19,500.00						
Coaching Expenses	\$ 43,563.00	\$ 56,173.50	\$ 54,888.78						
Coaching Payroll	\$ 885,726.00	\$ 835,216.70	\$ 842,415.90	\$ 65,046.79	\$ 73,000.00				
General and Administrative	\$ 252,962.00	\$ 271,900.00	\$ 276,112.00						
Capital Purchases									\$ 10,000.00
High Performance Group	\$ 50,173.00					\$ 20,000.00	\$ 20,000.00		
Additional performance						\$ 60,000.00	\$ 65,000.00		
Other Program Costs	\$ 51,708.00	\$ 54,515.00	\$ 56,623.55						
Pool Rentals	\$ 380,218.00			\$ 380,217.80	\$ 420,877.40				
Relay/Travel	\$ 63,700.00	\$ 63,700.00	\$ 65,853.00						
<b>TOTAL EXPENSES</b>	<b>\$ 1,745,231.22</b>	<b>\$ 1,297,005.20</b>	<b>\$ 1,315,393.23</b>	<b>\$ 445,264.59</b>	<b>\$ 493,877.40</b>	<b>\$ 80,000.00</b>	<b>\$ 85,000.00</b>	<b>\$ -</b>	<b>\$ 10,000.00</b>
Ending Fund Balance		\$ 137,162.60	\$ 171,234.10	\$ 54,219.87	\$ (4,139.27)	\$ 77,564.94	\$ 63,262.27		\$ 373,675.20
Net Change		\$ (32,641.00)	\$ 34,072.00	\$ (4,759.00)	\$ (58,359.00)	\$ (26,814.00)	\$ (14,303.00)		\$ (10,000.00)

- Increase of 4% fees
- Performance fee of \$100 for first swimmer and \$50 per additional swimmers
- Salaries increased 2%
- Emergency fund staying where it is to allow for “emergency”
- Added Capital Purchases \$10,000 for upgrades, like meet timing computers.
- Gaming (Bingos and Raffle) - restrictions on where money can be spent. Money earned has to be spent within 2 years of it being earned. Bingos difficult to predict, but likely lower revenue expected next year because of other groups getting access.
  - Gaming fund is used for pool rentals, anything remaining goes to coach payroll.



# Foothills Swimming Association / UCSC

## 2023 Annual General Meeting Minutes

- Performance Fund - goes to high performance.
  - Privates and camps allocated 80% to performance. 20% goes to the general fund.
  - Grant \$15,000 from Swim Alberta.
  - Massage income, a portion goes to this fund.
  - Performance fee goes to this budget
  - Spend - additional training. Successful swimmers in the club
- General Fund
  - Club hosted meets this year was lower, but more meets to come. Anticipate more normal numbers next season.
  - Swim Fit - budgeted based on number of lanes and how many members.
  - Pre-season camp
  - Fundraisers - Meat sales.
  - Little to no increase in membership.
  - Funding for hosting championship meets
  - Corporate Sponsorship
  - Coaching expenses - not salary
  - Program costs -

### 9. Recommend and Ratify 2023/2024 UCSC annual membership fees

**MOTION** to approve Proposed 2023/2024 Budget by Mike Power. Seconded – Jarrod Ballem.

None opposed, motion carried.

	Swim Fees		Registration	Sports Science	Performance Fee	Fundraising Commitment	Total Fees		
	1st Swimmer	Siblings	Fee	Fee	\$100 - 1st Swimmer \$50 - 2nd Swimmer	1st Swimmer Only	1st Swimmer	1st Sibling	2nd+ Siblings
<b>DEVELOPMENT PROGRAM</b>									
CH1 and SD1	986	838	237	0	100/50	0	1,323	1,125	1,075
CH2, SD2 and CH3	1400	1190	237	0	100/50	100	1,837	1,477	1,427
<b>AGE GROUP &amp; SENIOR PROGRAM</b>									
TREX	2186	1858	237	51	100/50	250	2,824	2,196	2,146
12 Stream	2625	2232	237	76	100/50	250	3,288	2,595	2,545
PROVINCIAL LITE	2565	2145	237	0	100/50	250	3,152	2,432	2,382
PROVINCIAL	2730	2321	237	81	100/50	250	3,398	2,689	2,639
NATIONAL DEVELOPMENT	3391	2882	237	196	100/50	250	4,174	3,365	3,315
NATIONAL	3751	3188	237	239	100/50	250	4,577	3,714	3,664
SNG - Senior National Group	4850	4123	237	264	100/50	250	5,701	4,674	4,624
Varsity Swimmers - Summer Fees	1200								





# Foothills Swimming Association / UCSC

## 2023 Annual General Meeting Minutes

	1st Swimmer	Siblings	1st Swimmer	Siblings
<b>DEVELOPMENT PROGRAM</b>				
CH1 and SD1	3	2	\$400	\$400
CH2 / CH3 / SD2	5	2	\$500	\$400
<b>AGE GROUP PROGRAM</b>				
TREX	7	3	\$700	\$400
12 STREAM	9	4	\$900	\$450
PROVINCIAL LITE	8	4	\$700	\$400
PROVINCIAL	9	4	\$900	\$500
NATIONAL DEVELOPMENT	11	5	\$1,000	\$550
NATIONAL	12	5	\$1,100	\$600

### Membership Fees

- 4% increase in fees.
- Performance fee unchanged from 2023
- Unchanged Raffle and Bingo commitment, but only finalized in September after registration.
- New category added for Provincial Lite, and group names changed slightly.

### 10. New / Other Business

New Strategic Plan: Available on the UCSC website this Fall. Increase Member Survey(s).  
New Volunteer Officiating Policy being evaluated. Evaluating moving away from a points based system to a mandatory system to address shortages of volunteer officials

### 11. Adjournment

**MOTION** to adjourn. Peter Lloyd. Seconded – Fiona Costello.  
None opposed. Motion carried at 6:39pm.



# Foothills Swimming Association / UCSC

## 2023 Annual General Meeting Minutes

### Coaches Presentations:

MB:

Changes in development program have gone better than anticipated.

Most coaches are returning, as some younger coaches are moving elsewhere.

Top club team in Alberta and Canada.

8 carded swimmers.

At capacity limit – high retention makes planning groups and sizes challenging.

The club has lost city pool space. We are down 12hr/6lanes per week.

CS:

UCSC Leading Canadian Swimming

Staff Leadership: Michelle Downy, Amy Bidrman, Jan Bidrman, Taylor Mann, Haylie Burton, Nicholas Lapointe, Dave Macdonald, Ray Betuzzi, Rick Pelletier, Mike Blondal, Jess Craig

Membership: Development: ~180, TREX: 85 —> 101, 12 Stream: 83 —> 86, 13&O: 120 —> 138, Senior / Varsity: Fixed around 40.

Records: Club — 303, Provincial — 94, National — 9.

Varsity Swimming:

- Canada West
  - Men's team 1st (First since 2012-13 season)
  - Women's team placed 2nd
  - Charlie Skalenda Named Canada West Rookie of the Year
  - Rebecca Smith named Canada West Womens MVP
  - Mark McKenzie was the recipient of the Canada West Student Athlete Service Award
  - 3 Canada West Championship records
  - 35 medals
- USports
  - Mens Team placed 2nd
  - Women's Team placed 4th
  - 21 medals
- Other highlights
  - Rebecca Smith Top 8 Academic All-Canadian - 9th student athlete in Dinos History
  - Rebecca Smith & Steve Calkins - Dinos Athletes of the Year
  - 21 Academic All-Canadians



# Foothills Swimming Association / UCSC

## 2023 Annual General Meeting Minutes

Discover: 18 swimmers

Emerge: 8

Aspire - 7

Mare Nostrum - Tour 2023 – Lorne Wigginton, Paul Dardis, Aiden Norman, Stephen Calkins

Best Fest - Open Water, Mallorca, Spain: Kealeigh McLeod

World Swimming Championships: Lorne Wigginton

World Junior Championships: Aiden Norman, Lorne Wigginton, Paul Dardis, Kamryn Cannings, Carl Simonson (coach), Rick Pelletier (Massage)

Pan American Games: Rachel Nicol, Stephen Calkins, Rick Pelletier (Massage)

Domestic Results: CAN West, Provincials, AB Champs, U Sports, World Trials, Westerns

Next Year's UCSC Hosted Competitions:

Team Champs & Fall Start Up, Dino Invitational, Canada West Championships, Holiday Classic, Grand Prix, February Invitational, Spring Start Up, TREX, Team Champs, Western Finale, & Development Meets, Swim AB Spring Champs

To Do: Pool Time confirmation from partner Facilities (early July); Finalize Training Schedule (early July); Confirm Coaching Staff (Post budget approval); Group Placements (Coaches Met June 23 to start the process); Competition Schedules (Fall); Competition Formats (Fall)

Meets still to come: EKI, LA Invitational, UCSC Western Finale, Summer Provincials, Canadian Junior & Senior Championships

International Events: World Championships (July 23-30, 2023) — Fukuoka; Junior World Championships (September 4-10, 2023 — Israel); Pan American Games (October, 2023 - Santiago, Chile)

Ended at 7:07pm