



BTSC Annual General Meeting

Date:	January 25, 2024
Time:	7:30PM-9:30PM
Chair:	John Eley
Secretary:	Alexandra Harrison
Attendees:	Guests: Matt James, Rumley Holmes Chartered Professional Accountants Board Members: Christy McConachie, Cathie Gillespie, Laura Vaughan Staff: Endi Babi Members (30): Julie Moschenross, Compton Khan, Carlotta Ellison, Elena Vaintroub, Leon Manziy, Brandon Oevering, Vanessa Wilson, Jenn Oatway, Mark Oatway, Kati Gardner, Laura Lightheart, Meghan Simpson, Ryan Blake, Kara Mankarios, Sarah Darby, Kim Dufresne, Erinn Rupay, Steve Taylor, Kasey O'Grady, Trevor Cowan, Trish Beatty, Stephanie Tavitan-Guthrie, Rob Meeuwse, L Brundage, Danny Gregoric, Aimee Lococo Saraburra, Kelly McCrae, Sarah Ferguson, Kelly Martin, Charla Greogoric Proxy (2): Steve Taylor (for Breanna Orava), Guy Debroux (for William Debroux)

Results and Minutes

1. Welcome & Introductions

J. Eley, Chair/VP, BTSC Board of Directors welcomed the attendees and thanked them for attending the AGM. Current and previous board members, staff and guests were introduced.

2. Attendee Registration & Establish Quorum

It was requested that all attendees ensure they had registered on the sign-in sheet. It was noted that there were 30 members present and 2 attendees acting as proxy.

3. Establish Voting Rights and Privileges

Voting rights and quorum was established. Members were provided with red/green cards to support voting through the meeting.

4. Review and Approval of Agenda from January 25, 2024

Motion: Be it resolved that the agenda be accepted and conflicts be declared.

The motion was moved by J. Eley and seconded by M. Simpson. No objections or additions. Motion carried.

5. Approve Minutes from January 26, 2023 Annual General Meeting

Motion: To approve the minutes as written from January 26, 2023.

The motion was moved by J. Eley and seconded by K. McCrae with all in favor. No changes noted. Motion carried.

6. Review of Club Operations & Head Coach Update

Head Coach Update was presented by E.Babi, Head Coach with the following topics:

1. Programming Overview - focus on development of student-athletes
2. Performance Report - tryouts, club performance, records, high-level performance,
3. Swimming Performance Metrics

Review of Club Operations was presented by J. Eley with the following topics:

1. BTSC Historical Performance - currently at 178 members
2. Club Membership: competitive/Pre-competitive registration numbers

Following the update, suggestions were raised by members on the following topics and will be incorporated into the appropriate operational/committee plans, where appropriate.

- Timing of tryouts for pre-comp and competitive programs
- Setting target number of competitive members
- Growing the pre-competitive program
- Increasing marketing, including consideration of promotion within schools
- Use of alternate pool locations (Innisfil YMCA, Base Borden, Heidi's, Dive Shop, Bradford)

7. Financial Review 2022/23

M. James was introduced from Rumley Holmes. It was noted that the Financial Statements had been made available to the membership and were posted on the BTSC website.

[Barrie Trojans Swim Club Inc. - 2023FS.cvw \(gomotionapp.com\)](https://gomotionapp.com/2023FS.cvw)

M. James reviewed the statements. It was noted that the expenses significantly exceeded the revenues; however the club is still in a positive financial position at the end of the year. Specific expenses that increased notably year over year included: team events, wages, pool rental costs, interest/bank charges.

Additional information was presented by A. Harrison related to expenses and revenues for the 2022/23 season. An overview of changes in the budgeting process were presented, as was information about the 2023/24 budget and forecast. Opportunities for improvement were discussed and additional suggestions were solicited from the membership.

Suggestions included:

- Providing additional parent education on fees and club finances
- Calling a special meeting to review the budget/forecast before July 2024
- Increasing BOD transparency around fees, including meet fees. For example, provide summary of meet fees in invoice to parents/guardian at time of meet billing (bring this back)
- Focusing on sponsorship/fundraising and building member-led committee
- Identifying separate funding sources for high-performance meets/events

8. Approval of level of financial review

Motion: To perform a review engagement level of financial review for the BTSC fiscal year ending July 31, 2024.

As per the Ontario Not for Profit Act (ONCA) and based on the club's revenues, a special resolution is required to continue with the current level of financial review. Support from two-thirds of the membership required to pass motion (29 votes). Recommendation from the BOD that the club continue with a Review Engagement for the upcoming fiscal year. Discussion around benefits/drawbacks of audit versus review engagement was conducted. Following the discussion, the motion was moved by J. Eley. A vote was taken with all in favor. Motion carried.

9. Appointment of External Financial Engagement

Motion: Appoint Rumley Holmes to perform the Review Engagement Report for the BTSC fiscal year ending July 31, 2024.

The motion was moved by J. Eley. A vote was taken with a majority in favor. Motion carried.

10. Committee Reports

- a. **Strategic Planning Committee:** Deferred, see presentation
- b. **Governance Committee:** Deferred, see presentation

- i. **BTSC By-Law Review**

J. Eley noted that as committed at our last AGM, a comprehensive review has been completed of the BTSC Bylaws with a primary focus on compliance with ONCA and review of Swim Ontario bylaws as relevant benchmark. The approval of the revised by-laws requires a special resolution; support from two-thirds of the membership required (29 votes).

Motion: To approve the proposed revisions to the BTSC Bylaws.

The motion was moved by J. Eley. A vote was taken with a majority in favor. Motion carried.

- c. **Communications/ Engagement Committee:** Deferred, see presentation
 - d. **Sponsorship/Fundraising:** Deferred, see presentation
 - e. **Meets Committee:** S.Tavitan-Guthrie provided the update and thanked all the members of the committee.

11. BTSC Board of Director Election

An election was not required as no submissions for Directors were received by the deadline for the AGM. It was noted by J.Eley that we will be looking to appoint members to our team to fill the BOD roster and do have interest expressed by several members.

12. Adjournment

Motion: To adjourn the meeting at 9:45 PM.

The motion was moved by J. Eley and seconded by K. McCrae, with all in favor.