



BTSC Board Meeting

Date:	December 19, 2024
Time:	7:15PM-9:15PM
Chair:	None
Secretary:	Laura Vaughan
Attendees:	Steve Taylor Brandon Oevering Christy McConachie Stacey Miller Mark Oatway Carmine Palermo
Regrets:	None
Purpose:	Election of Officers & New Board Kick-Off
Process:	Team discussion and actions as per agenda
Outcome:	Officers determined; alignment around the role of the board

Results and Minutes

1. Approve Agenda and Declaration of Conflicts

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

The motion was moved by Brandon and seconded by Christy with all in favor. No conflicts declared.

2. Approve Minutes

Motion: To approve the minutes as written from November 28, 2024.

The motion was moved by Laura seconded by Steve, with all in favor. Minutes to be added to the website.

Motion: To approve the AGM minutes by the Board as written from December 5, 2024.

The motion was moved by Laura seconded by Mark, with all in favor. Minutes to be brought to membership at 2024 AGM.

3. Welcome to New Members

- All members introduced themselves to the group
- Discussion around the role of the board
 - Establishing and upholding the mission and vision of the Board and Head Coach
 - Empowering the head coach to develop a program that fulfills this mission & vision, including staffing decisions
 - Maintaining financial stability and operational efficiency on the dry side,, so the “wet side” can perform exceptionally well
 - Ensure appropriate transparency and proactive, two-way, communication with members
 - Anticipate strategic challenges and establish directions and plans to address them
 - In general, the role of the board is one of “**Oversight, Insight & Foresight**”

4. Election of Officers

- Discussion around the term of Officers. Club by-laws do not specify officer terms. The board agreed to have Officers continue in their position until the end of their term, unless they choose otherwise (i.e. Officers will not be re-elected each year)
- President: Steve Taylor
- Vice-President: Brandon Oevering
- Treasurer: Laura Vaughan
- Secretary: Mark Oatway

Motion: Be it resolved that the Officers as noted above be accepted.

The motion was moved by Carmine and seconded by Mark, with all in favor.

5. Financial Review

- Reviewed the YTD Profit & Loss statement compared to prior year and walked through line items to familiarize new board members with financial statement presentation and review overall club position.
- Profitability remains strong, approximately \$100k in excess of prior YTD, driven by additional fundraising, increase in swimmer numbers (particularly in pre-competitive) and fee increases.
- Started an initial discussion around what the board would consider a healthy reserve fund.

6. Committee Updates

- Reviewed current committees for all board members to consider their future involvement
- Discussed adding a formal HR Committee

7. General Discussion

- Ticket sales total 194, so promises to be a fun morning
- Steve to say a few words of welcome and facilitate a moment of silence in honour of and memory of Emma Jacques
- Amanda requesting help for collecting tickets at the door and selling basket raffle tickets

8. Previous Meeting WWW & WWW Update

- The WWW was updated and reviewed.

9. Adjournment

Motion: *To adjourn the meeting at 9:36PM*

The motion was moved by Christy and seconded by Steve, with all in favor.