



BTSC Board Meeting

Date:	September 25, 2025
Time:	7:00PM-9:30PM
Chair:	Steve Taylor
Secretary:	Mark Oatway
Attendees:	Steve Taylor Laura Vaughan Mark Oatway Christy McConachie Stacey Miller Carmine Palermo Endi Babi Amanda Reason
Regrets:	
Purpose:	Monthly Board Meeting
Process:	Team discussion and actions as per agenda
Outcome:	Information sharing and decision-making as per agenda

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 Steve and seconded by Carmine with all in favor. No conflicts declared.

2. Approve Minutes

Motion: To approve the minutes as written from September 4, 2025.

The motion was moved by Carmine seconded by Mark with all in favor. Minutes to be added to the website.

3. Head Coach and Operations Report

Operations Report

- City of Barrie looking to increase hourly pool fee for upcoming season despite contracts having been signed.
 - **STEVE:** Follow-up to be had with Jordi and meeting with city counsellors (Oct 1st)
 - **LAURA:** Follow-up Enforcement Services at COB
- Non-competitive Registrations:
 - Tiny Trojans: 89 currently confirmed (above target)
 - House League: 20 currently confirmed (room for 5 more)
 - Nathan Douglas coaching House League
 - Masters: 11 currently confirmed
- Competitive (158 registered)
 - Provincial and Junior Dev lower than budgeted target
 - HP and Senior above budgeted target
 - Novice, TOP, PV above budgeted target
- Will plan a New Parent session aiming for before the first home meet.
- Team Manager role: to finalize ASAP
- Working through completion of Swimming Canada registration forms

Coach's Report

- Communication for Mental Performance workshops with Kerri have gone out to membership
 - Funding available via 2025 Community Coaching grant
- REMS admin account finalized giving visibility over sanctioned competitions
- Coaching coverages finalized for HP group during Endi's absence
- Considerations around how best to bridge the transition between pre-comp to comp for new swimmers

4. Finance Committee Update

- Statement of Activity: August finances starting strong vs. PY
- Anticipate additional bump on registration fee once September finances are updated
- 2 year audit underway; no stated concerns around making details available in time for Dec 6th AGM
 - **LAURA:** Research review vs. audit
- Awaiting invoice from RecTec to revisit financial distribution from City of Barrie grant

5. President's Update

- September 19th - Club Toolbox launched by Swim Ontario
 - Evaluating the Club checklist, opportunity noted would be refreshing club strategic plan

- **ALL:** BOD Members to commit to reviewing/brainstorming Vision (Mark to send out link for brainstorming document to be discussed for next meeting) - *'to provide the best structured swimming experience for all members'*
- **STACEY:** Consider Strategic Planning model downstream: 'Planning to Win'
- Calendar of BOD actions (Roadmap)

6. Finalizing AGM Logistics and Immediate Priorities

- December 6th, 10-11:30 pm (communicate no sooner than 50 days: October 17th)
 - AGM (30 minutes) followed by Townhall
 - Townhall: year in review, Kerri 20 min mental performance talk (after 11)
 - **LAURA:** to follow-up with Kerri for AGM availability
- Permit ascertained
- Review Top 10 accomplishments from previous year

7. Policy Status Updates

- Team Travel policy
 - **MARK:** Lock and approve
- Budget & Forecast policy (includes Elite Competition)
 - **LAURA:** Circulate for review
- Sponsorship policy
 - **ALL:** Review and provide comments to Mark
- Employment policy (Laura to circulate)
- **MARK:** Review permissions within Google
- Travel Expense policy
 - **LAURA** to share the employee contract bit to merge

8. Committee Updates

Meets Committee

- Meet Manager clinic being planned
- Senior officials being finalized for Aquafest

Fundraising

- Planning Raffle, Team Managers will lead organization

Communications

- **STEVE/MARK:** Monthly email will be planned again for October

9. Review Previous Meeting WWW

Complete

10. Review Agreed Actions

Complete

11. Adjournment

Motion: *To adjourn the meeting at 9:14pm*

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

Next meeting to be held on **November 4th @ 7:15pm**