



BTSC Annual General Meeting

Date:	January 26, 2023
Time:	7:30PM-9:00PM
Chair:	Ryan Blake
Secretary:	Alexandra Harrison
Attendees:	Guests: Mike Lassaline, Rumley Holmes Chartered Professional Accountants Board Members: John Eley, Christy McConachie, Cathie Gillespie, Aimee Lococo-Sarabura Staff: Amanda Reason, Endi Babi Members: Kara Mankarios, Kelly McCrae, Cathi Brown, Laura Vaughan, Trevor Cowan, Guy Debroux, Laura Lightheart, Marcie Battrick, Rob Meeuwse, Sarah Ferguson, Stephanie Tavitan-Guthrie
Regrets:	Nil

Results and Minutes

1. Welcome & Introductions

Ryan Blake welcomed the attendees and thanked them for attending the AGM. Current board members, staff and guests (Mike Lassaline) 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 17 members present with voting rights and quorum was established.

3. Review and Approval of Agenda from January 26, 2023

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

The motion was moved by Ryan Blake and seconded by Trevor Cowan with all in favor.

4. Approve Minutes from January 27, 2022 Annual General Meeting

Motion: To approve the minutes as written from January 27, 2022.

The motion was moved by Ryan Blake and seconded by Kelly McCrae with all in favor. No changes noted.

5. Financial Review 2021/22

Mike Lassaline 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. Mike reviewed the 2021-22

Financial Statements. He indicated that in 2021 the club was in a deficit position and had the opportunity to use various grants and one-time government subsidies to support operations. He further shared that at the end of 2022, the club was in a good financial position with positive net assets to support operations going forward. Ryan thanked Mike for the presentation. Questions were deferred until after item 6.

6. Review of Club Operations & Head Coach Update

Review of Club Operations was presented by Ryan Blake with the following highlights:

- This 2022/23 season, the club has a new coaching team structure with Endi Babi as Head Coach, Hans Witola as Head Age Group Coach, Debbie Blechta as Pre-Competitive Coordinator and 5 training group coaches.
- Amanda Reason is Operations Manager with support from Sue Brooker.
- Pandemic continues to impact membership numbers and the club currently has approximately 160 competitive swimmers for the 2022-23 season. Membership is down 30% from pre-pandemic levels.
- Cost of swimming is largely focused on staff salaries/pool rental fees and has seen some increase. Next season, we will be looking to identify operational efficiencies (related to coaching/scheduling) to reduce or maintain fees.
- 2022-23 has seen a large increase in the number of pre-competitive swimmers in the Tiny Trojans program and coaching staff have been working to move these swimmers into the competitive program over the season.
- Over the past few years, we have largely relied on word of mouth to attract new members, but the club will be looking to increase advertising for next season to support an increase in membership.
- Improving communication with members remains a focus. Google classroom has been introduced for all training groups and a club-wide classroom is being developed. There will be a campaign to get all members signed up.
- Club is increasing its use and reach of social media accounts.
- Recruitment of coaches continues to be a challenge across the province. BTSC chose to train young coaches in-house for the 2022/23 season.
- BTSC has been selected by Swim Ontario as 1 of 3 clubs to take part in a mentorship program supporting other clubs. This will help the club to continue to build positive relationships with other clubs and provide some financial support for training for coaching staff.

Head Coach Update was presented by Endi Babi with the following highlights:

- Primary focus is on development of student-athletes. Training for all groups is based on a developmentally-appropriate balance of skill work and training volume.
- BTSC operates an aerobic free/IM program that allows for natural specialization when appropriate and focuses on fitness, stroke reliability, and developing multi-disciplinary swimmers.
- Swimmers across all training groups/ages are performing well. There were 58 new club records in 2021-2022 and 53 to date in 2022-2023.
- High-performance Trojans performed well in 2021-22 nationally/internationally and are on track to do the same this season.

Following the update, questions were asked and answered. Suggestions were raised by members that were noted and will be incorporated into the appropriate operational/committee plans, where appropriate.

7. Appointment of External Financial Engagement

Motion: Appoint Rumley Holmes to perform the Review Engagement Report for the BTSC fiscal year end ending July 31, 2023.

The motion was moved by Ryan Blake and seconded by Guy Debroux with all in favor.

8. Committee Reports

Strategic Planning Committee: John Eley presented the refreshed Strategic Plan for 2022-25 and noted this had been developed with input from various representatives across the club. Any additional feedback can be shared with the BOD.

Governance Committee: Alexandra Harrison presented the report and noted the following policies had been recently reviewed/updated: Volunteer Officials Obligation and Incentive Policy, Athletic Membership and Training Group Placement Policy, COVID-19 Vaccination Policy, Social Media Policy, and Discretionary Spending Policy. The committee is currently reviewing the club By-Laws to ensure alignment with the upcoming Ontario Non-Profit Corporations Act (ONCA).

Member Engagement Committee: Christy McConachie presented the report and shared some of the fun events that had taken place since the last AGM and indicated that the committee is focused on increasing membership engagement through new/returning events and social media. If there is interest in supporting these activities, please reach out to the BOD.

Meets Committee: Stephanie Tavitan-Guthrie provided the update and thanked all the members of the committee. It was noted that the club will host 4 events in the 2022-23 season and 5 events next season. There has been an increase in the number of club officials, with some moving into Level II and III. The committee thanked the Level V officials for their continued support of BTSC.

9. Formalize BTSC Board of Directors

Motion: To appoint Cathie Gillespie and Laura Vaughan to the BTSC Board of Directors for 3 year terms.

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

10. Adjournment

Motion: To adjourn the meeting at 9:03 PM.

The motion was moved by Ryan and seconded by Aimee Lococo-Sarabura, with all in favor.