

BTSC Winter Annual General Meeting Minutes	
Date:	Thursday December 3, 2020
Time:	7:00 to 9:30 pm
Location:	Virtual meeting
Chair:	Kelly McCrae, President
Timekeeper:	n/a
Minutes:	Cathie Gillespie, Secretary
Attachments:	
Attendees:	Kelly McCrae, Trevor Cowan, Cathie Gillespie, Mike Barbour, Guy Debroux, Sue Brooker, Hans Witolla, Mike Lassaline (guest) Membership list see attached
Regrets:	
Purpose:	Annual member AGM
Process:	Board presentation
Outcome:	Information sharing, approvals as required

Proposed Agenda Items

1. Board introductions
2. Attendee Registration & Certification of Voting Rights
3. Motion: Virtual Voting Process
4. Motion: Accept the Agenda for the December 3, 2020 AGM
5. Motion: Accept the Minutes from previous (January 23, 2020) AGM
6. 2019/20 Financial Review
7. Motion: Appointment of external financial engagement
8. Governance Report
9. Club Operations report
10. Next Steps
11. Election of BTSC Directors
12. Adjourn

Agenda Results and Minutes

1. Board introductions

Minutes: Meeting commenced at 7:03 pm all board members were present and gave a brief introduction

2. Attendee Registration & Certification of Voting Rights

Minutes: Presented by Trevor Cowan explanation provided

3. Motion: Virtual Voting Process

Motion:	To accept the proposed voting process December 3, 2020 AGM
Moved by:	Trevor Cowan
Seconded by:	Sue Brooker
Carried:	Yes
Minutes: No discussion- 17 voted	

4. Motion: Accept the Agenda for the December 3, 2020 AGM

Motion:	To accept the proposed agenda for the December 3, 2020 AGM as shown on Slide 4
Moved by:	Trevor Cowan
Seconded by:	John Eley
Carried:	Yes
Minutes: No discussion - 17/19 voted yes	

5. Motion: Accept the Minutes from previous January 23, 2020 AGM

Motion:	To accept the minutes from the previous AGM dated, January 23, 2020
Moved by:	Trevor Cowan
Seconded by:	Cathie Gillespie
Carried:	Yes
Minutes: 16/19 voted yes no discussion	

6. 2019/20 Financial Review

Minutes: Mike Lassaline presented the financial report compiled by Runley Holmes- Year end July 2020
Question regarding interest and bank charges - explained in detail by Aimee Lococo-Sarabura

7. Appointment of External Financial Engagement

Motion:	To appoint Rumley Holmes (Chartered Professional Accountants) to perform the review engagement for the BTSC fiscal year ending July 31, 2021.
Moved by:	Aimee Lococo-Sarabura
Seconded by:	Mike Barbour
Carried:	Yes
No discussion all in favour	

8. Governance Report

Minutes: Presented by Kelly McCrae - new policies :

- Covid 19
- Return to swim
- Pandemic next steps

Outlined Return to Training policies and processes and BTSC working towards club sustainability by leveraging available resources and supports with an eye beyond the pandemic

9. Operations Report

Minutes: Presented by Kelly McCrae outlining the staffing and operations team who have been working diligently to keep our swimmers in the water during a very dynamic year.

Navigating the pandemic - reinitiating club revenue opportunities, cost of swimming provided with a detailed look at each team cost per swimmer etc

No questions from the membership but several positive comments the online chat

10. Next Steps

Minutes: BTSC growth and development, board development and succession planning

11. Election of BTSC Directors

Minutes: Currently two terms expiring (Scott and Trevor) and one open vacancy on the board. Following our call for nomination via email wto members have stepped forward

Candidates elected: Trevor Cowan and Guy Debroux

12. Adjournment

Motion:	To adjourn the meeting at 8:00pm
Moved by:	John Eley
Seconded by:	Sue Brooker
Carried:	All in favour
Minutes:	

