

BTSC Board Meeting	
Date:	Monday, November 12, 2018
Time:	7:00 to 10:00 pm
Location:	64 Cedar Pointe Drive, Unit 1409, Barrie
Chair:	Kelly McCrae, Vice President
Timekeeper:	none
Minutes:	Scott Hunter
Attachments:	
Attendees:	Patrick Russell, Aimee Locoo-Sarabura, Kelly McCrae, Dave Koopmans, Scott Hunter
Regrets:	Cathie Gillespie
Purpose:	BTSC board meeting
Process:	Team discussion and decision making per agenda
Outcome:	Clarity and alignment on priorities and actions

Proposed Agenda Items

1. Approve the agenda and declaration of conflicts (All)
2. Approve the minutes from the October 9th meeting
3. Welcome and introductions of new board members
4. (Guest) Sue Broker - Operation Manager Updates (10 mins)
5. (Guest) Hans Witolla - head coach updates (10 mins)
6. Board accountability and responsibilities (by-laws 4.26)
7. AGM preparations (by-laws 3.1 - 3.21)
8. ISG business case - 50m aquatic center proposal
9. Team travel and chaperone policies - communication to members and posting to website
10. BTSC logo and member usage
11. In Camera Session
12. Adjourn

Agenda Results and Minutes

1. Approve the Agenda and Declaration of Conflicts (All)	
Motion:	To accept the agenda and declaration of conflicts
Moved by:	Kelly
Seconded by:	Scott
Carried:	All in favour
Minutes:	

2. Approve meeting minutes from the October 9, 2018 board meeting	
Motion:	To approve the meeting minutes from the October 9, 2018 board meeting
Moved by:	Kelly
Seconded by:	Aimee
Carried:	Yes, all in favour
Minutes:	

3. Welcome and introductions of new board members	
Motion:	None
Moved by:	
Seconded by:	
Carried:	
Minutes:	

4. Operations Manager Updates (Sue Brooker)	
Motion:	none
Moved by:	
Seconded by:	
Carried:	
Minutes: Anette plan for LOA • policy for fundraising monies in kind • Xmas breakfast • Registration update • Follow-up with TU to determine limits and parameters • Review of accounts receivables and policy for same	

5. Head Coach Updates (Hans)	
Motion:	None
Moved by:	
Seconded by:	
Carried:	
Minutes: • LC training: further training times being investigated to include additional swimmers • LC training: Hans to provide numbers on min/max swimmers needed for sessions • Dry land training being setup • Proposal forthcoming from Hans to purchase some new equipment • Hans to investigate flights for March break California training	

6. Board accountability and responsibilities

Motion:	Appoint Kelly McCrae Vice president (3 year term), Cathie Gillespie Secretary (1 year term), affirm evote (October 16, 2018) Aimee Lococo-Sarabura as Secretary (3 year term) and Scott Hunter as director (2 year term)
Moved by:	Patrick Russell
Seconded by:	David Koopmans
Carried:	
Minutes: • Board members to think about their strengths, which committees each would like to lead to tap into these strengths, and how to engage/involve membership • Discussion of board terms and officer roles	

7. AGM preparations

Motion:	none
Moved by:	
Seconded by:	
Carried:	
Minutes: • Review of preparatory presentation and accompanying documents • Look at setting up committees to engage membership feedback; address new swim family orientation • Scott to find program for voting purposes; board positions	

8. ISG business case

Motion:	Move forward with Isaac Sports Group (ISG) towards 50m aquatic center business case
Moved by:	Kelly

Seconded by:	Patrick
Carried:	Yes, all in favour
Minutes:	

9. Team travel and chaperone meet policies	
Motion:	none
Moved by:	
Seconded by:	
Carried:	
Minutes: Policies to be posted to website (Scott) with accompanying information for membership(Dave)	

10. BTSC logo and member usage (responding to member email)	
Motion:	none
Moved by:	
Seconded by:	
Carried:	
Minutes: - Discussion regarding current Aquafast agreement - Patrick to respond to member inquiry	

11. In Camera Session	
Motion:	Motion to move meeting to in camera session
Moved by:	Kelly

Seconded by:	Patrick
Carried:	Yes, all in favour
Minutes:	

12. Adjournment	
Motion:	Motion to adjourn the meeting
Moved by:	Kelly
Seconded by:	Patrick
Carried:	Yes, all in favour
Minutes:	