

Date:	Thursday April 16, 2020
Time:	7:30 pm-9:30 pm
Location:	Teleconference - touch base during COVID -19
Chair:	Kelly McCrae
Timekeeper:	Cathie Gillespie
Minutes:	Cathie Gillespie
Attachments:	
Attendees:	Aimee Lococo-Sarabura, Scott Hunter, Cathie Gillespie, Trevor Cowan, Mike Barbour, Kelly McCrae, Christy McConachie
Regrets:	
Purpose:	BTSC board meeting - touch base during COVID-19
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. Review and approval of minutes from April 2, 2020
3. No committee reports
4. New Items for discussion:
 - a. Refund Discussion (scenarios forwarded by Sue Brooker)
 - b. Head Coaching Update
 - c. Update summer administrative requirements
 - d. Messaging to membership
 - e. Refund for Varsity Swimmers
 - f. Workshare
 - g. Budget Scenarios next season

Agenda Results and Minutes

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

2. Refund Discussion		
Motion:		
Moved by:		
Seconded by:		
Carried		
Minutes : Refer to Sue Brooker reports - need to follow up with Sue re: fundraising refunds- clarification required Masters/Covid Scenarios Trevor will propose wording for rationale on credits/refund		

3.Coaching report: presented by Scott Hunter		10 mins
Motion:		
Moved by:		
Seconded by:		
Carried:		

Zoom accounts \$ 20/mth - Scott will take this away to Hans for discussion Information discussed from Hans' report submissions, still some outstanding details that need to be further investigated	
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4. Update of Summer Admin Duties requirements		10 mins
Motion:		
Moved by:		
Seconded by:		
Carried:		
Kelly reported on discussion had with Sue regarding 'dry' duties for BTSC staff - good starting point further details required before decisions can be made		

5. Updated messaging to membership		10 mins
Motion:		
Moved by:		
Seconded by:		
Carried:		
Frequency & content of messaging out to the membership Trevor will speak to Sue about using Marketing to move this forward.		

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6. Refund for Varsity Swimmers		10 mins
Motion:	To reimburse all varsity swimmers inclusive of SO registration.	
Moved by:	Kelly McCrae	
Seconded by:	Trevor Cowan	
Carried:	All in favour	
Minutes:		

7. Workshare Information		10 mins
Motion:		
Moved by:		
Seconded by:		
Carried:		
Minutes: to be shared with the board to assist with decision making for staffing during the summer		

8. Budgeting for next year		10 mins
Motion:		
Moved by:		
Seconded by:		
Carried:		

Minutes: Aimee will start work on this in Mid May with different scenarios - BOD to provide input with the have suggestions to be considered	
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9. Motion to adjourn		10 mins
Motion:	Motion to adjourn at 2050 hrs	
Moved by:	Kelly Mccrae	
Seconded by:	Trevor Cowan	
Carried:		

