

Date:	Thursday July 16, 2020
Time:	7:30 pm
Location:	Teleconference - touch base during COVID -19
Chair:	Kelly McCrae
Timekeeper:	
Minutes:	Cathie Gillespie
Attachments:	
Attendees:	Aimee Lococo-Sarabura, Scott Hunter, Kelly McCrae, Mike Barbour, Cathie Gillespie, Trevor Cowan, Hans Witolla (for presentation of HC report only)
Regrets:	Christy McConachie
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 June 18, 2020
3. Coaching Report: Hans to provide highlights
4. Operational Report from Sue
5. New Items for discussion:
 - a. Graphic Design Request
 - b. Return to swim committee updates
 - c. Budget updates
 - d. Group structure scenarios updates

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 Mccrae	
Seconded by:	Cathie Gillespie	
Carried:	All in favour	
Minutes:		

2. Review and approve from minutes (June 18,2020)		
Motion:	Motion to approve	
Moved by:	MIke Barbour	
Seconded by:	Scott Hunter	
Carried:	All in favour	

3. Coaches Report (Hans)		15 mins
Motion:		
Moved by:		
Seconded by:		
Carried:		
Meeting with COB today went well, Casey online for SO update Potential pool openings for Holly - Aug 4 and EBC - Sept 8 Zoom restructuring underway to ensure adequate numbers Hans to reconnect with staff currently on Temp layoff. Coaching team is currently working on a plan on how to put all swimmers back in the pool in September. Hans to look to share our RTS program to those clubs who have not had their plans approved. Hans working on a schedule that may include a different training program/ different groups.		

5. Operations Update - presented by Kelly		10 mins
Motion:	none	
Moved by:		
Seconded by:		
Carried:		
Accounts all up-to-date including A/R summary and fundraising credits RTS communications sent to membership, monthly billing to be completed upon Sue's return from vacation Anette to begin working on website updating (content) - suggestions for priority focus		

6. In camera discussion		10 mins
Motion:	In Camera discussion	
Moved by:	Kelly	
Seconded by:	Scott	
Carried:	all	
Minutes:		

7. Return to Swim Committee Updates		10 mins
Motion:		
Moved by:		
Seconded by:		
Carried:		
Minutes: Weekly meetings with BTSC return to swim committee; Paul McCarron, Gord Bashford, Robin Rankin, Sue Brooker, Hans Witolla, Kelly McCrae. Meeting July 16th: 2nd week of RTT for BTSC continues to go well. No identified concerns from COB staff. Process for COB staff and athletes continue to go well, education provided last week to new swimmers within cohort, 1 swimmer beginning July 16th was self isolating due to international travel (asymptomatic). Cohort list shared with COB and security staff at entrance No new updates/requirements from public health. Robin reported very few competitive clubs in ON successfully resuming training at this point (BTSC, London, OAK) City beginning to work on opening plan for public user groups, <i>tentative</i> plan for Holly (august 4) and EBC (post labour day) Hans drafting plans for further training groups while continuing to maintain physical distancing requirements and will share with board and then committee for feedback		

8. Budget update		10 mins
Motion:		
Moved by:		
Seconded by:		
Carried:		
Mike prepared report outlining potential budget for 2020/2021 season based on assumption of 50% reduction in membership - shared with BOD for further discussion Next steps: Mike will require additional information from Sue, requires group structure from Hans Start with a cost model - employee costs, pool costs, swimmer costs Small working group to return with updated budget scenarios.		

8. Group Structure scenarios update		10 mins
Motion:		
Moved by:		
Seconded by:		
Carried:		
Minutes: Work continues re group structure amid pandemic. Hans to update board as completed		

9. Motion to Adjourn		
Motion:	Motion to adjourn the meeting @ 2105hrs	
Moved by:	Kelly McCrae	
Seconded by:	Aimee Lococo-Sarbura	

Carried:	All in favour	
Minutes: Next meeting : July 30, 2020		
