

Date:	Monday December 21, 2020
Time:	7:30 pm
Location:	Teleconference
Chair:	Kelly McCrae
Timekeeper:	
Minutes:	Cathie Gillespie
Attachments:	
Attendees:	Aimee Lococo-Sarabura,, Kelly McCrae, Mike Barbour, Cathie Gillespie, Trevor Cowan, Guy Debroux
Regrets:	
Purpose:	BTSC board meeting - Plan for shutdown discussion
Process:	Team discussion and decision making per agenda
Outcome:	Clarity and alignment on priorities and actions

Proposed Agenda Items

1. Approve Agenda and declaration of Conflicts
2. Planning for shut down discussion
3. In Camera - HR Staffing
4. Operations during Shutdown
5. Operations beyond current Shutdown
6. Work Share contingency
7. Training during the Shutdown - HP athletes

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:	Cathie	
Carried:	All in favour	
Minutes:		

2. In Camera Discussion: HR Staffing		
Motion:	In Camera discussion	
Moved by:	Kelly	
Seconded by:	Aimee	
Carried:	All in favour	

3. Operations through Shutdown		10 mins
Motion:	We will continue to cover salaries for coaching and operations through to and including February 2, 2021.	
Moved by:	Kelly	
Seconded by:	Aimee	
Carried:	All in Favour	
Minutes: discussion re: costs to maintain club during shutdown		

Hans and Casey to develop a plan for programming during shut down and finance committee will build cost based on programming that is to be delivered	
Guy and Kelly to have a conversation with staff to explain the BOD position during lockdown.	

4. Operations and workshare		15 mins
Motion:		
Moved by:		
Seconded by:		
Carried:		
In Camera discussion		

5. Work Share Contingency - beyond February 1, 2021		20 mins
Motion:	Should the Shut down go beyond February 1, 2021 a motion to propose a workshare of 60% reduction for Hans and Casey to commence effective February 3, 2021.	
Moved by:	Kelly	
Seconded by:	Aimee	
Carried:	All in favour	

6. Training during the Shutdown - HP athletes		20 mins
Motion:	While our region has now entered the grey zone, we are not	

	in a position to allow any swimmers including those on the exemption list to train.	
Moved by:	Guy	
Seconded by:	Kelly	
Carried:	All in favour	
Minutes: Trevor to have a follow up discussion with Hans to inform of this decision. Hans to connect with impacted athlete(s)		

7. Motion to Adjourn		3 mins
Motion:	Motion to adjourn meeting : 8:55 pm	
Moved:	Kelly	
Seconded	Guy	
CArried:	All in favour	