

Date:	Monday February 11, 2019
Time:	7:00 to 9:30 pm
Location:	Child Advocacy Center
Chair:	Kelly McCrae VicePresident
Timekeeper:	
Minutes:	
Attachments:	
Attendees:	Kelly McCrae, Dave Koopmans, Aimee Lococo-Sarabura,Sue Brooker, Hans Witolla,
Regrets:	Cathie Gillespie, Scott Hunter, Patrick Russell
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 January 7, 2019 board meeting
3. Coaching Report: Hans Witolla
4. Operations Report : Sue Brooker
5. Discuss additional funds required for additional June pool time related to new July meet
6. Policy approvals:
 - (i) Team travel (minor amendment)
 - (ii) refund policy
 - (iii) employee reimbursement
7. New Board Committees: (Suggestions: Finance, Governance, Officiating, fundraising, grant committee)
8. Meet management succession planning
9. Sue's coverage during vacation (May 1 -18)
10. Satellite club: pros/cons

- 11. CATS Fundraising success, BTSC opportunity?
- 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:	Aimee
Seconded by:	Dave
Carried:	all
Minutes:	

2. Approve meeting minutes from the , 2018 board meeting	
Motion:	To approve the meeting minutes from the , January 7 2019 board meeting
Moved by:	
Seconded by:	
Carried:	
Minutes: evote and distribution of January minutes required	

3. Coaching Report : Hans Witolla	
Motion:	none
Moved by:	
Seconded by:	
Carried:	
Minutes: Hans provided updated r.e. personnel, Liam to tutor group on acceptable and effective communication at staff training, sparse attendance at staff meetings limited by availability, now planned for Friday evenings. Training at next staff meeting Feb 23rd with HL	

coaches as well and some swim skills coaches in attendance - focusing on ability to engage swimmers and planning on skill progression and technical enhancements.
 Emphasis with punctuality for all workouts - also safety issue.
 Update r.e. BTSC coach volunteer who has now completed role with club.
 March training camp, LC training with Guelph Marlins
 Markham training a success - plan for next season to pre-book lane space and regular time to rotate between age groups.
 4 swimmer qualified for trials, expect 3 to compete.
 Easterns 11 qualified, expect 10 to attend, mandatory team travel
 Updated meet schedule to be posted to website
 Concept of July 5 season end meet - poll interested members
 Discussions surrounding competitive lifesaving program and open water swim training
 Planning dryland training for next year in March 2019
 Proposed start and turn video clinic supported by Huronia region
 Potential sport nutrition seminar for athletes - proposal forthcoming

4. Operations Report: Sue Brooker

Motion:	None
Moved by:	
Seconded by:	
Carried:	
Minutes: Estimates regarding pool rentals on track Meeting with McDermotts regarding Oro fun run, marketing perspective with BTSC booth, can market run but not to compete with Rotary run. Costing our 10X10 tent Tryouts huge success, FAQ in advance with registration prices, board members and coaching supports. 23 tryouts, 14 registrations converted or plan to convert Suggestion to modify fundraising fee structure for late registrants. Bingo account - monies used to offset costs of club equipment - Sue to verify how monies are to be allocated for board approval Reilley Nossiter interim marketing, Sue working with Reilley to manage workload Website update - send board minutes for posting to new site, look for outstanding items. Fundraising fees to be processed mid February	

Swim-a-thon march 23rd - waiting for SO update to send information/updates

Awards banquet planning for June 2019

5. Discuss additional June pool rental costs

Motion: none

Moved by:

Seconded by:

Carried:

Minutes: EBC closed annual maintenance June 8 - July 2
On target for rental fees with budgeted

6. Policy approvals

Motion: Approvals for the following policies:

[Team Travel Policy](#)

[BTSC refund policy \(2019\)](#)

[Employee Reimbursement Policy \(2019\)](#)

Moved by:

Seconded by:

Carried:

Minutes:
Team travel minor amendment
Refund policy updated
Reimbursement policy
motion deferred due to board absences review for evote

7. Board Committees	
Motion:	
Moved by:	
Seconded by:	
Carried:	
Minutes: deferred	

8. Meet management succession planning	
Motion:	<insert motion if applicable>
Moved by:	
Seconded by:	
Carried:	
Minutes: deferred	

9. Operations manager coverage : May 1 - 18	
Motion:	<insert motion if applicable>
Moved by:	
Seconded by:	
Carried:	
Minutes:	

10. Satellite club considerations	
Motion:	<insert motion if applicable>

Moved by:	
Seconded by:	
Carried:	
Minutes: deferred	

11. CATS fundraising success - BTSC opportunity	
Motion:	None
Moved by:	
Seconded by:	
Carried:	
Minutes: https://otf.ca/apply-grant/self-assessment-tool	

12. Adjournment	
Motion:	To adjourn the meeting
Moved by:	
Seconded by:	
Carried:	
Minutes:	