



BTSC Board Meeting

Date:	June 23, 2022
Time:	7:30PM
Location:	Google Meet - https://meet.google.com/bxy-srxf-dhv
Chair:	Ryan Blake
Secretary:	Alexandra Harrison
Attendees:	Aimee Lococo-Sarabura John Eley Christy McConachie (<i>left at 9:00pm</i>) Cathie Gillespie
Regrets:	Nil
Purpose:	Regular scheduled BOD monthly meeting
Process:	Team discussion and decision making per agenda
Outcome:	Clarity and alignment on priorities and actions

Results and Minutes

1. Approve Agenda and Declaration of Conflicts

Motion:	Be it resolved that the agenda be accepted and conflicts be declared.
Moved by:	Ryan Blake
Seconded by:	Aimee Lococo-Sarabura
Carried:	All in Favor
Minutes/notes: No changes noted. No conflicts noted.	

2. Approval of Minutes from May 26, 2022

Motion:	To approve the minutes as written from May 26, 2022.
Moved by:	Catherine Gillespie
Seconded by:	Ryan Blake
Carried:	All in Favor
Minutes/notes: No changes noted.	

3. Reports : Operations, DoP, DoC

Minutes/Notes: Report submitted prior to meeting for BOD review. Operations Report was not available.

Endi presented the Performance and Coaching reports with highlights as follows:

- Trojan Summer Camps will run starting July 4, 2022. A flyer is being developed that will be sent to membership.
- Group placements are in progress and will be sent out later in July. Following that, registration can be opened. The group agreed it would be helpful to see the Jotform results as they come in and Endi will follow up on this.
- It was suggested that the pool time for next year be confirmed and ensure the contract(s) is in place. Pool time at Innisfil YMCA is still pending.
- Tiny Trojans tryouts are planned for the end of August. BOD and City of Barrie representatives should attend.

- Ryan to provide specifications and Aimee to purchase iPads as requested.

4. Follow-up from May 26, 2022 BOD Meeting

a. MHFA Training Opportunity and Grant Application

- MHFA Training Opportunity and Grant Application - The BOD agreed this was a good opportunity, however will need to confirm interest from coaches. Deadline to apply for the Canadian Tire Jumpstart grant is July 15, 2022 and the group agreed to pursue this.

5. Committee Updates

- Meets Committee
- Finance Committee
- Strategic Planning Committee
- Member Engagement Committee
- Governance Committee

Minutes/Notes:

- Meets Committee: Christy reported that meet dates are being set and meet manager roles determined for next season. There is work to be done at EBCC and Christy has connected with the City of Barrie Liaison (Paul M) who has indicated the work will be completed as requested. Some questions have been raised about who will complete meet entries and official entries that need to be resolved and additional training may need to be provided on TeamUnify.
- Finance Committee: Aimee shared that the focus of the committee is on the new budget and outstanding billing issues. Aimee will aim to have draft 2022-23 budget ready by mid-July and will share with the BOD by the end of June. Interested members will join the committee in September.
- Strategic Planning Committee: John noted that a small focus group will meet on June 25 to support the development of a draft framework that will come back to BOD before the next meeting.
- Membership Engagement: Ryan reported that the honorarium was received from Honda Fun Run and the send off for graduating swimmers went well and was appreciated by swimmers and families. It was suggested to include information about the kick-off in the registration form this year to build member engagement and to inform new members. Ryan suggested that an email be sent to all families to celebrate the year in the absence of the end of year BBQ.
- Governance Committee: Alex indicated that the committee has been focused on policies and have prioritized where to start reviewing based on the existing policy tracker. To date, have reviewed Volunteer Officials Incentive and Obligation Policy and next will review the Social Media Policy. John reminded BOD members to submit their VSC if outstanding.

6. Volunteer Official Recognition Process

The Officials' pins and shirts have been ordered. It was proposed that a meet up should be scheduled at one of the pools to thank officials in-person and provide these items, once available. Ryan and John to attend as BOD representatives.

7. Staffing Vacancy

- a. Communications Specialist**
- b. Operations Manager**

- a. The BOD reviewed and approved a series of proposed recommendations relating to the Communications Specialist role.
- b. The BOD discussed the existing interim arrangement for the Operations Manager role.

8. Discussion and Approval of Volunteer Officials Incentive and Obligation Policy

Deferred to next meeting.

9. Budget Planning 2022-23

Covered under Finance Committee update.

10. Pre-Competitive Program

The BOD reviewed the pre-competitive Program Coordinator job description and proposed schedule and provided suggestions for additions and areas requiring clarification.

11. Pool Shutdowns

John inquired if the BOD could influence the timing of pool shutdowns for the upcoming season and it was suggested to bring this forward to the next RTS meeting with COB.

12. Motion to adjourn

Motion:	To adjourn meeting at 9:53 PM
Moved by:	Aimee Lococo-Sarabura
Seconded by:	Catherine Gillespie
Carried:	All in Favor