



BTSC Board Meeting

Date:	October 27, 2022
Time:	7:30PM
Chair:	Ryan Blake
Secretary:	Alexandra Harrison
Attendees:	John Eley Christy McConachie Cathie Gillespie Aimee Lococo-Sarabura
Regrets:	Nil
Purpose:	Regularly 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.*

The motion was moved by Ryan and seconded by Cathie with all in favor. No conflicts or changes noted.

2. October Board Report

The Board Report was presented to the BOD by Endi and Amanda with highlights as follows:

- There were 130 swimmers at the RHAC meet in Markham and swimmers did very well at their first meet back. Billing for this meet will take place on Oct 31, 2022.
- Tryouts will take place in early December 2022.
- The Banquet was a success and resulted in a small surplus, which will be applied to future team events.
- Due to location challenges, the Holiday breakfast and quad meet cannot be held on a weekend in December. It was proposed to hold this as a dinner. Dates are being reviewed.
- The Quebec Cup will take place Nov 23-28, 2022.
- Planning for the Winter training camp for HP and Senior/SD is well underway.
- A review is still underway regarding the pre-competitive program and how best to use the lanes available. There are some challenges related to staffing the program on the weekends.

A discussion was brought forward regarding the per diem amount for coaches at meets.

ACTION: Aimee and Cathie will review the current process related to the per diem for meets and discuss further with Endi.

3. Approve Minutes

Motion: *To approve the minutes as written from September 27, 2022.*

The motion was moved by Ryan and seconded by Aimee, with all in favor. No changes noted.

4. Ongoing Business - Updates/Discussion:

- **Training Group registration numbers:** To support an increase in registration numbers and reflect required changes to groups based on ongoing assessment, there will be some movement within the training groups. Changes to group training assignments will be communicated to parents in advance of Nov 1 to align with the monthly billing schedule.
- **Dryland:** Discussion is ongoing regarding an alternate schedule for the Senior group.
- **Age-specific practices:** Discussions have been ongoing regarding the age-specific practices in the training schedule. A communication will be sent out to all impacted groups from Hans and coaches reminding families that swimmers should not be attending practices if they do not yet meet that age nor using them as make-up practices.
- **Training Group Descriptions:** Endi is working on these descriptions and some additional information has been added to the website under Competitive programming.
- **Head to Head Proposal:** It was agreed by the BOD to defer the Head to Head program discussion until next season.
- **Social Media Plan:** Alex shared that a social media plan/schedule is being developed with Amanda and Sam. This will be reviewed monthly to ensure all relevant information is being shared with members. Sam has planned some fun activities and contests for swimmers.

- **Volunteer Army:** It was noted by Ryan that the campaign has been started on BTSC social media. The goal is to create a list of swimmer volunteers to support some activity around the club (for example, updating the display cases, taking headshots, etc.). This will be led by Sam.
- **Spending Policy:** John is working on the new policy related to discretionary spending. Once drafted, it will be circulated for feedback before coming to the BOD for approval.

5. Committee Updates

- Meets Committee
 - Aquafest: No concerns with meet preparation. Standards were lifted allowing swimmers to compete in additional events.
 - Trojan Cup: Planning has been initiated.
 - There will be one additional home-hosted meet next year
- Strategic Planning Committee
 - No update
- Member Engagement Committee:
 - World Cup viewing team event could not be scheduled due to time constraints. Instead a viewing link/swim times will be circulated via BTSC social media.
- Governance Committee:
 - Alex, Ryan and John met to discuss the 2022 AGM. Looking at a date at the end of January with an invite going out to members at the end of November. Amanda is looking into a location. It was noted there is currently one vacancy on the board and one re-election required. Materials are being prepared for the AGM. Aimee indicated the 2021 Financials are nearly ready and John suggested they be brought to the BOD for review at that time.

6. Budget Update

Based on the training group moves taking place, there will be some impact to the budget. Aimee noted that it will be important to identify the number of pre-competitive swimmers moving into competitive programming.

ACTION: Aimee to do a mid-season budget forecast and present to BOD.

7. OTF Grant Opportunity - Resilient Communities Fund

The BOD reviewed the opportunity and agreed to continue to consider project options that would fit with the grant. The deadline is December 9, 2022.

ACTION: BOD members to review grant opportunity and identify potential projects for the application.

8. Format/Date/Location of BOD Meetings

Alex inquired if the BOD would like to continue meeting on the fourth Thursdays of the month at 7:30-9pm and it was agreed this time worked well for the members. It was agreed to add time limits to agenda items to limit the overall meeting time, including 15 minutes for the BOD Report. The group expressed an interest in meeting in-person for future meetings.

9. Adjournment

Motion: *To adjourn the meeting at 9:37PM.*

The motion was moved by Ryan and seconded by John, with all in favor.