



## BTSC Board Meeting

|                   |                                                     |
|-------------------|-----------------------------------------------------|
| <b>Date:</b>      | January 19, 2023                                    |
| <b>Time:</b>      | 7:30PM                                              |
| <b>Chair:</b>     | Ryan Blake                                          |
| <b>Secretary:</b> | Alexandra Harrison                                  |
| <b>Attendees:</b> | John Eley<br>Christy McConachie<br>Cathie Gillespie |
| <b>Regrets:</b>   | Aimee Lococo-Sarabura                               |
| <b>Purpose:</b>   | Regularly scheduled BOD monthly meeting             |
| <b>Process:</b>   | Team discussion and decision making per agenda      |
| <b>Outcome:</b>   | 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 John with all in favor. No conflicts declared.

### 2. January Board Report

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

- December meets have been invoiced and January meets are in process of being invoiced.
- Updated poster has been created to be put up at ARC and EBCC to replace outdated materials.
- Winter training group moves went well and the winter pre-competitive session has 73 TT swimmers and 7 HL swimmers. The next round of tryouts is planned for mid-March.
- Travel planning is underway for Easterns (Windsor).
- Coaching staff update: Matthew Karasmanis resigned at the end of December and Joe Collier took over the Provincial training group. The Junior training group continues to be supported by the coaching staff while Hans is off on medical leave.
- Florida training camp for HP was a success and greatly benefitted from the support of Carlos, Stella, and Rudi.

### 3. Approve Minutes

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

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

### 4. Ongoing Business - Updates/Discussion:

- **EBC Timing Scoreboard:** Order is in for parts and once they arrive the installation will be scheduled. An invoice for previous service visits is pending.
- **Volunteer Physiotherapist:** Endi to meet with the individual over upcoming weeks.
- **Banking Establishment Change:** Work is in progress to review options.
- **COB Phone Policy:** Recommendation for coaches to remind swimmers that cell phones are not permitted to be used in change rooms at COB. There was a suggestion to have a Community Safety Officer speak with swimmers about online safety/use of cellphones/privacy.
- **Air Quality at EBCC:** Issue has been brought forward by some members. It was noted that a conversation has already taken place with COB. **ACTION: Ryan/Amanda to speak with Paul regarding this issue and possible resolutions.**
- **BTSC Apparel Contract:** An initial conversation was held with Aquafast about the existing contract and next steps.
- **Communication Tools:** Decision to introduce Google Classroom for all members. It was noted that there are some concerns related to this such as some emails not working for Google classroom (i.e. work emails) and some parents not on existing training group Google classrooms. It was agreed there would need to be some additional education to make this successful, and we should not rely on this method of communication only. The website, emails, Team Unify, etc. remain useful tools for communication but require further improvement.

### 5. Committee Updates

- a. Meets Committee
  - Christy shared that planning for the Pentathlon is underway.
- b. Strategic Planning Committee

- John requested that the group do a check-in at the next BOD meeting regarding annual activities outlined in the Strategic Plan.
- c. Member Engagement Committee
  - Ryan noted there is interest in participating in the Rotary Fun Run this year.
- d. Governance Committee:
  - The Harassment Policy is being reviewed and will come back to the BOD for approval once revised. Next, the committee will be reviewing the Bylaws to ensure compliance with ONCA. John advised that some BOD members will be required to submit an attestation as their VSC is one year old. **ACTION: Ryan to review and then John/Alex to send to BOD.**

## **6. AGM Update**

The group reviewed the draft slide deck for the AGM and offered feedback. It was noted that the final 2022 Financial Statements need to be posted online in advance of the AGM.

**ACTION: Ryan to send statements to Amanda.**

## **7. Financials Update**

Update deferred to February BOD meeting.

## **8. Fundraising/Sponsorship/Grants**

Ryan noted he will be speaking with Christine Dodd over the next week regarding grant writing.

## **9. Adjournment**

Motion: *To adjourn the meeting at 9:29 PM.*

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