



BTSC Board Meeting

Date:	April 27, 2023
Time:	7:30PM
Chair:	John Eley
Secretary:	Alexandra Harrison
Attendees:	Ryan Blake Christy McConachie Aimee Lococo-Sarabura Laura Vaughan
Regrets:	Cathie Gillespie
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 John and seconded by Aimee with all in favor. No conflicts declared.

2. April Board Report

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

- Meet billing is up to date.
- Recommendation to look at fees for varsity swimmers/alumni.
- Permits for next season are mostly secured. There may be a rate increase pending the city's budget.
- Registration link has been sent out for Rotary Fun Run on May 31 - hoping to get 50 swimmers to attend.
- Registration is open for Trojan Swim Camp for 9-12 years old competitive/pre-competitive. Cost is \$150/week with a maximum of 30 swimmers.
- Swimming Canada/Swim Ontario's registration system (RTR) is back up and running and May 15 is the deadline for all swimmers to be registered - only 6 swimmers remain to be completed.
- JD coach has been hired for the remainder of the season.
- Yearly pool shut downs at ARC/EBCC may impact the start date for next season. **ACTION: Ryan to connect with Paul on this topic.**
- Canadian Swimming Trials - 5 Trojans competed and set 23 BTSC records with 2 swimmers selected to Team Canada for World Jr. Champs and one to Team Canada for BestFest OW in Spain.
- Competition schedule is confirmed for the remainder of the season.

3. Approve Minutes

Motion: To approve the minutes as written from March 30, 2023.

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

4. Ongoing Business - Updates/Discussion:

- **Junior World Championship Support (RB/EB):** Ryan proposed that some funds be used to support the meet fees for the BTSC swimmers who are attending this event. Ideas were discussed including a fundraiser(s), existing HP fund, or sponsorship revenues. The BOD was in favor of supporting the cost of the fees and building support for these athletes. **ACTION: Laura to strike a small group to brainstorm ideas.**
- **Swim Ontario Mentorship Program (RB):** Ryan noted that slides have been put together and Endi shared that the meeting will take place in early May with mentee clubs. The focus will be on strengths and challenges.
- **Parent Representatives (AH):** Alex noted that a discussion was held with Ryan and Amanda as suggested by the BOD regarding the role of volunteer parent reps. Amanda to meet with parent reps to discuss upcoming requests (for example, training group end of year gathering) and some expectations/suggestions for communication with parents, and confirm there is a representative for each training group. A request was made for potential funds from this season's budget to support these end of year events.
- **Team Apparel (CM):** Christy noted that initial discussions about options for team apparel for next season have been started and next steps would be determined mid-May.

5. Committee Updates

- **Finance Committee:** Ryan shared that contracts for coaching staff next season are in progress and budget planning is underway. A discussion was held by the BOD regarding salary increases for next season.
- **Meets Committee:** Christy noted that Spring Off the Blocks planning is nearing completion, however there has been low subscription to date.
- **Strategic Planning Committee:** John indicated that the annual objectives update is nearly complete and will be looking to set new objectives for next season. **ACTION: Christy and John to connect on missing objectives.**
- **Communications & Member Engagement Committee:** Alex shared that John had initiated some communications with local councillors, politicians and COB staff regarding the outcomes of Trials, and received some very positive replies and congratulations for the club and swimmers. Ryan noted that there was some feedback provided on oversight of the Google Classroom. The Rotary Fun Run has opened registration and t-shirts are being made for swimmers attending. **ACTION: Ryan to share information with Alex/John re: Google Classroom.**
- **Governance Committee:** Alex shared that committee has completed the review of the Screening Policy and is awaiting feedback from the Meets Committee on one item pertaining to photographers; a Complaints, Discipline and Appeals Policy has started to be drafted based on Swim Ontario's policy, and the Code of Conduct has been updated with the addition of the Swimmer and Parent Codes of Conduct and has been brought forward for approval. There are two attestations/one CRC coming due in May and a request has been made for these.
- **Sponsorship & Fundraising Committee:** Laura noted that the results of the City of Barrie grant have not yet been provided. It was indicated that a contact from Rotary is still needed in order to accept a \$5,000 grant for the club. **ACTION: Laura to put together some ideas on how to use sponsorship/grant funds next season for review at the next BOD meeting and BOD to share any Rotary contacts.**

6. Discussion and Approval of proposed changes to current By-Laws

Motion: To accept the changes proposed to the By-Laws for presentation to the membership for approval at the next Annual General Meeting.

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

John noted that he will make the changes to the existing by-laws and these changes will go into effect immediately

7. Review and Approve: Code of Conduct and Ethics

Motion: To accept the revised changes to the Code of Conduct and Ethics as presented to the Board of Directors.

The motion was moved by Alex and seconded by Laura, with all in favor.

ACTION: Alex to request Amanda to update on the website and consider adding to Google Classroom and/or identify mechanisms to share with members on a 6-month basis.

8. Adjournment

Motion: To adjourn the meeting at 9:23 PM.

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