



BTSC Board Meeting

Date:	July 25, 2023
Time:	7:30-9:30PM
Chair:	Ryan Blake
Secretary:	Alexandra Harrison
Attendees:	John Eley Christy McConachie Aimee Lococo-Sarabura Laura Vaughan Cathie Gillespie
Regrets:	None
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 Laura with all in favor. No conflicts declared.

2. Approve Minutes

Motion: To approve the minutes as written from June 22, 2023.

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

3. July Board Report

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

- Meet billing is up to date.
- No change to pool closure dates in August/September 2023.
- Registration is being finalized for competitive and pre-competitive with the goal to start registration for competitive in early August and pre-comp later in August.
- Developing one-pager for new parents and will be updating Google Classroom memberships once registration is completed. One pager to contain mission/vision/values and other information for new and returning parents re: policies, processes, etc.
- Pool permits are being reviewed re: cancellations/meets.
- Coaching staff and training schedule are finalized and can be communicated to membership soon.
- Competition schedule is mostly completed and will be communicated as soon as possible.
- Dates for parent meetings and group assignments are scheduled for next season.
- Trojans competed well at the OW meet and plan to expand programming this next season.
- Increase in swimmers at OSC/CSC events and swimmers did well.

4. Budget Planning 2023/2024

The BOD discussed the draft budget for the upcoming season, including the proposed coaching assignments, training schedule, dryland sessions, number of swimmers per group, etc. Next steps will be to update the draft budget and BOD to meet to review and finalize.

5. Ongoing Business - Updates/Discussion:

- **Team Apparel** : Christy reported that we are moving forward with plans for next season and will communicate to members in September. Equipment list has been developed.
- **Volunteer Obligation & Incentive Funds**: Aimee provided a total amount of funds and will send a summary to John/Alex.
- **EBCC Maintenance**: Meeting is scheduled for July 26 with COB. Repairs are moving forward as planned and COB has been very responsive to date.
- **Sponsorship (LV)**: Welcome Back BBQ is being planned; looking for sponsors for this event. Save the Date to go out to members. Committee is looking to approach new sponsors for the upcoming season. BOD to send any suggestions/contacts for potential sponsors. Laura requested that Amanda provide the meet dates.
- **Refund Policy**: Meeting to be set to review this policy prior to the upcoming season.

6. Adjournment

Motion: To adjourn the meeting at 9:27 PM.

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