



BTSC Board Meeting

Date:	January 4, 2024
Time:	7:30PM-9:30PM
Chair:	John Eley
Secretary:	Alexandra Harrison
Attendees:	Cathie Gillespie Christy McConachie Endi Babi Laura Vaughan
Regrets:	
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. Meets Committee Proposal

Representatives from the Meets Committee provide an overview of a proposal related to key official roles and sustainability. The BOD will review the recommendations and provide feedback back to the committee as soon as possible.

2. 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 Cathie with all in favor. No conflicts declared.

3. Approve Minutes

Motion: To approve the minutes as written from November 21, 2023.

The motion was moved by John seconded by Christy, with all in favor. No changes noted.

4. Review of Finances

The budget for 2023-24 was reviewed and some adjustments were made to reflect last season's actuals and projections for the season.

Motion: To approve the 2023-24 season budget as presented to the BOD.

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

Next steps:

- More in-depth review into Merchant/Bank Fees and Sponsorship funds
- Complete a forecast for the overall season (Alex/John/Laura)
- Create a dashboard with key registration numbers/performance indicators
- Reconciliation of Winter Training Camp expenses (Florida)

5. AGM Preparation

The presentation for the AGM on January 25, 2024 was reviewed. The presentation still needs input from Head Coach, Meets Committee, Sponsorship Committee and Finance Committee. Will require a list of members for voting. John to continue to update the presentation and all to attend on Jan 25 for 7pm.

6. Policies

Volunteer Officials Obligation and Incentive Policy

Minor changes to the policy were made to reflect that not all senior officials are referees.

Motion: To approve the revised Policy as presented to the BOD.

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

Refund and Non Payment of Fees Policy

Suggested changes to the policy as it relates to injuries were reviewed; suggestion to add in specific factors that would be considered for fee suspension if a swimmer is injured. Christy/Laura to send suggestions to Alex to incorporate. Policy to come back to BOD in February.

8. Adjournment

Motion: To adjourn the meeting at 10:11 PM.

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