

BTSC Board Meeting	
Date:	Tuesday October 09, 2018
Time:	7:00 to 9:30 pm
Location:	CTV Barrie - 33 Beacon Rd, Barrie, ON L4N 9J9 (unless otherwise advised)
Chair:	Trevor Cowan, President
Timekeeper:	
Minutes:	Shannon Mulligan, Secretary
Attachments:	
Attendees:	Kelly McCrae, Shannon Mulligan, Trevor Cowan, Dave Koopmans, Patrick Russell, Hans Witolla, Sue Brooker
Regrets:	Kevin Fromm
Purpose:	BTSC board meeting
Process:	Team discussion and decision making per agenda
Outcome:	Clarity and alignment on priorities and actions

Proposed Agenda Items

1. Approve the agenda and declaration of conflicts (All)
2. Registration, Fundraising & Updates from Operations Manager (Sue)
3. Staff Updates from Head Coach & Operations Manager(Hans, Sue)
4. Head Coach Updates and Proposals (Hans)
5. Board Treasurer recruitment and onboarding (All)
6. Budget Updates
7. November AGM
8. Discuss hiring of external consultant to prepare business plan and benefit analysis for building 50m pool as part of Planned Hewitt Rec Centre (Trevor)
9. Update on code of conduct and travel policy committees (All)
10. Open
11. Adjourn

Agenda, Results and Minutes

1. Approve the Agenda and Declaration of Conflicts (All)	
Motion:	To accept the agenda and declaration of conflicts
Moved by:	Trevor
Seconded by:	Kelly
Carried:	Yes
Minutes/notes: Carried	

2. Registration, Fundraising & Updates from Operations Manager (Sue)	
Motion:	none
Moved by:	
Seconded by:	
Carried:	
Minutes/notes: a) Registration is at 197, updated for withdrawals. Two swimmers who are running a trial with the club at the moment. b) LGBT -Inclusivity/Sensitivity - in strategic plan? Include - logo? Sue to talk to Swim Ontario - and will follow up c) Masters - small size strategize on how to increase # of participants, d) Fundraisers - Rotary Calendar, Poinsettia, Fundscrip e) Looking for Sponsors f) Swim meets - every family needs to work 2 shifts g) Xmas Breakfast is scheduled for Dec 8th, location still TBD h) Cathy Brown - CJC money - Trevor will follow up i) Ramos -ROE's - verify if they can issue	

3. Staff Updates (Hans, Sue)	
Motion:	None
Moved by:	
Seconded by:	
Carried:	
Minutes/notes: a) Anette leave of Absence i) Marketing Role - Anette to share timing and duration of leave as well as proposal for coverage during absence. Sue to follow up with request ii) House league - couple possible candidates for february start (Feb - May time frame) - currently determining how long she will be off, and leave notice period	

4. Coach updates and Proposals (Hans)	
Motion:	
Moved by:	
Seconded by:	
Carried:	
Minutes/notes: a) Coaches meeting certification timelines b) Proposals - for a training session with coaches and swimmers c) Long course training - Markham pool, d) Dry land - training: in house, city of barrie, training for High performance - information from Hans to group,	

5. Review updated budget forecast; discuss if cost control measures can be implemented to reduce projected deficit (All)	
Motion:	Motion to reduce dryland budget from \$31,000 to \$0 for the 2018/2019 season due to low member registrations.
Moved by:	Dave
Seconded by:	Patrick
Carried:	Yes
Minutes/notes: Registration - advertising for new swimmers, schools, high school. November 6 tryout date Aquafast meet - on target to fill/meet budget	

6. November AGM (All)	
Motion:	
Moved by:	
Seconded by:	
Carried:	
Minutes/notes: AGM required by end of January, financials required, vote in directors, vote in auditor, Bylaws -motions have to be supplied in advance, call for nominations for directors Provide bios, send notices out 21 days ahead Send out info by October 31st Bylaws - written stating that there are up to 7 members needed, can move forward with 4 Board appoints directors members elect them Create spreadsheet - to track board membership - Shannon (2) 3 year and (2) -1 year positions to be filled AGM - potential locations (Ferndale, Liberty North, Allendale Meeting Room, Knights of Columbus) Reaching out to Mike Lasaline - accountant/auditor - Treasurer	

7. Discuss building 50m pool as part of Planned Hewitt Rec Centre (All)	
Motion:	
Moved by:	
Seconded by:	
Carried:	
Minutes/notes: Kelly has reached out to previous committee members and will schedule meeting. Re-initiate contact with Stu Isaacs, opportunity at completion of city council elections to re-engage.	

8. Update on code of conduct and travel policy finalization (Dave, Kevin)	
Motion:	See minuted e-vote for motion
Moved by:	
Seconded by:	
Carried:	
Minutes/notes: Passed Code of Conduct and post to website -Trevor to post on website after updates	

9. Follow up - Fraudulent Credit Card Charges (All)	
Motion:	
Moved by:	
Seconded by:	
Carried:	
Minutes/notes: Training camp -all accounted for. First installment paypal with subsequent cheques	

10. Adjournment	
Motion:	Motion to Adjourn the meeting.
Moved by:	Trevor
Seconded by:	Dave
Carried:	Passed
Minutes/notes:	