

**BOARD OF DIRECTORS**  
**MEETING # 5 (2019-2020) December 13, 2019**  
**Teleconference**

H. Dwinnell – **Recording Secretary**

**Present:**

A. Bell  
T. Barker  
R. Giggey  
J. Peetsma  
C. Salvador  
C. Sayao  
D. Shemilt

**Staff:**

D. Boles  
D. Muma  
H. Dwinnell

ITEM	ACTION
5-2019:01.1	<b>CALL TO ORDER</b> Anne Bell called the meeting to order at 12:03 pm.
5-2019:02.1	<b>APPROVAL OF AGENDA</b> <b>MOTION:</b> D. Shemilt/J. Peetsma To approve the agenda.  <p style="text-align: right;"><b>CARRIED</b></p>
5-2019:03.1	<b>APPROVAL OF CONSENT AGENDA</b> <b>MOTION:</b> C. Salvador/R. Giggey To approve the Consent Agenda including Approval of November 1, 2019 minutes and President's Report.  <p style="text-align: right;"><b>CARRIED</b></p>
5-2019:04.1	<b>BOARD REPORTS</b> <b>Finance and Audit Committee</b> T. Barker summarized his report: <ul style="list-style-type: none"> <li>December 11 Finance meeting financials have been sent to Board</li> <li>Registration Statistics – Beginning of December report stats indicate lower than same time next year. A report will be taken prior to the holiday break for comparison. No real concern at this time</li> <li>Payroll – naturally occurring issue that happens every 11 years will result in a 27 pay period for 2020. Finance Committee have reviewed and approved to continue at current rates as advised by payroll provider and Swim Ontario accountant</li> <li>No significant financial risks at this time</li> </ul>
5-2019:04.2	<b>Policy and Governance Committee</b> D. Shemilt provided an outline of the 2 Policies and 1 Procedure presented to the Board and answered questions from Board members.  <b>MOTION:</b> D. Shemilt/C. Sayao To approve the Abuse/Maltreatment Policy.  <p style="text-align: right;"><b>CARRIED</b></p>

**MOTION:** D. Shemilt/J. Peetsma  
To approve the Harassment Policy.

**CARRIED**

**MOTION:** D. Shemilt/T. Barker  
To approve the Complaint, Discipline and Appeal Procedure.

**CARRIED**

5-2019:04.3      **Nominations Committee**  
Deferred

5-2019:05.1      **OPERATIONS REPORT**

D. Boles summarized his report:

- D. Thompson will join call to participate in Strategic Plan agenda item
- Conference – pleased to report we are on track with anticipated budget
- Updated Registration Stat report will be provided prior to Christmas break
- Masters Provincial Championship host – Mississauga Aquatic Club
- Risk Management Committee have been tasked with reviewing various topics ie. Insurance, recognition of discipline from jurisdiction to jurisdiction (sport to sport within Ontario and Canada). Erin Durrant is leading this working group.

5-2019:05.2      **Strategic Plan**

D. Thompson joined the meeting.

D. Boles reviewed the process to date in developing the Strategic Plan recognizing that Dan Thompson had been instrumental in guiding the committee in the process. D. Boles answered various questions from the Board. There will be some more minor language tweaking this week, with the goal to send the Plan to Board by December 20<sup>th</sup>. Board are requested to review over the holiday period and email D. Boles with any questions prior to the January 10<sup>th</sup> Board meeting when the plan will be presented for approval. A. Bell thanked D. Thompson for joining the meeting and for his guidance and leadership in developing the Strategic Plan.

5-2019:06.1      **OTHER BUSINESS**

There was no Other Business.

5-2019:07.1      **NEW BUSINESS**

Swim Ontario office will be closed from December 24 and will re-open on Monday January 6, 2020.

5-2019:08.1      **EXECUTIVE SESSION WITH STAFF REMAINING**

Not required.

5-2019:09.1      **NEXT MEETING**

January 10

February 7

March 6

April 17

May TBD

June 19

Summer TBD

5-2019:10.1     **ADJOURNMENT**  
**MOTION:** R. Giggey  
To adjourn.

The meeting adjourned at 1:41 pm

5-2019:11.1     **EXECUTIVE SESSION BOARD ONLY**  
The session began at 1:42 and concluded at 1:50pm.