



**BOARD OF DIRECTORS  
MEETING #12 (2022-2023)  
August 18, 2023  
Zoom**

H. Dwinnell – **Recording Secretary**

**Present:**

A. Mitchell  
T. Barker  
A. Bell  
L. D'Cruz  
R. Giggey  
J. Morrison  
J. Peetsma  
C. Sayao

**Staff:**

D. Boles  
D. Muma  
H. Dwinnell

**Absent:**

B. Sales

**Guest:**

E. Durrant

ITEM		ACTION
12-2023:01.1	<b>CALL TO ORDER</b> A. Mitchell called the meeting to order at 12:02pm.	
12-2023:02.1	<b>APPROVAL OF AGENDA</b> A. Mitchell declared Agenda approved.	
12-2023:03.1	<b>APPROVAL OF CONSENT AGENDA</b> The consent agenda including the July 21, 2023 minutes was accepted.	C
12-2023:04.1	<b>BOARD REPORTS</b> <b>President Report</b> – Consent Agenda	
12-2023:04.2	<b>Finance and Audit Report</b> J.Peetsma and D. Muma provided a financial summary of the March 31 Audited Statements and answered questions.  <b>MOTION:</b> A. Bell/J. Peetsma To accept the March 31, 2023 Audited Statements for presentation at the AGM.	
	<b>CARRIED</b>	
12-2023:04.3	<b>Policy and Governance Report</b> R. Giggey provided a written report prior to the meeting including proposed changes to Code of Conduct Procedure and Competition Policy. D. Muma summarized the changes to the Competition Policy as being primarily editorial to align with the new rulebook. D. Muma will seek clarification on Senior Events reference.	

**MOTION:** R. Giggey/A. Bell  
To approve the Competition Policy as presented.

**CARRIED**

Erin Durrant reviewed the changes to the Code of Conduct Procedure and informed the Board that Provincial Government Safe Sport requirements are anticipated by January 1, 2024 and the procedure would be reviewed again. D. Muma and E. Durrant answered Board questions.

**MOTION:** R. Giggey/A. Bell  
The Board approves Code of Conduct Procedure Version 6 pending edits related to Section 12 and some grammar updates.

**CARRIED**

R. Giggey confirmed the By-Law change approved at last board meeting was submitted as a Notice of Motion with Leela D'Cruz as seconder and will be presented at the AGM.

12-2023:04.4

**Nominations Report**

J.Morrison reported the Call for Nominations had been circulated and a correction to a date was made. No nominations have been received yet. Reminders continue to be sent.

12-2023:04.5

**EDI Report**

L. D'Cruz provided an update indicating a low response to survey sent to clubs. Another reminder will be sent.

12-2023:05.1

**OPERATIONS REPORT**

D. Boles provided a written report prior to the meeting and highlighted the following:

- Heather Bruce, Field Operator starts September 5
- World Jrs, Para Pan Ams and Pan Ams upcoming
- Thanks to NYAC and volunteers
- Summer students finish Friday August 25
- Staff performance reviews underway
- Revenue Generation – golf tournament looks favourable for September 2024
- Alumni List being updated by Swim Ontario and Swimming Canada
- Additional office space at TPASC – for Don Burton and 2 new staff members
- D. Muma provided a Risk Update

**Aquatic Facility Update**

D. Boles confirmed A.Bell would be giving overview at the conference.

12-2023:06.1

**NEW BUSINESS**  
**AGM/Conference Preparations**

D. Boles summarized conference weekend and confirmed Board meeting scheduled for Friday 4 – 6pm. Annual reports due September 1 and accommodation requirements by August 28.

**EXECUTIVE SESSION WITH STAFF**

12-2023:07.1 **Not required**

**NEXT MEETING**

12-2023:08.1 Friday September 22, 2023 4 – 6pm – Toronto Airport Marriott

**ADJOURNMENT**

12-2023:09.1 **MOTION:** J. Morrison/J. Peetsma  
To adjourn the meeting at 1:16 pm.

**EXECUTIVE SESSION**

12-2023:10.1 Not required.