



**TO:** Club Presidents, Regional Directors, Board of Directors

**FROM:** Janet Morrison, Swim Ontario Secretary

**DATE:** September 3, 2024

**RE: SWIM ONTARIO 2024 ANNUAL GENERAL MEETING – Virtual Meeting  
September 18, 2024 - 7PM**

Included in this communication:

- Communication from Nominations Committee – Nominees for Board of Directors
- AGM Agenda
- 2023 AGM minutes
- 2 Notices of Motion – Nominations Slate – Articles of Incorporation and ByLaws
- On-line AGM Delegate/Proxy form (1form) Submission Deadline – Wednesday September 11, 2024 – noon  
<https://form.jotform.com/SwimOntario/2024-delegate-proxy-registration>
- Voting privileges – **MEMBERS MUST BE AFFILIATED FOR 2024-2025 SEASON TO RECEIVE VOTING PRIVILEGES**  
[https://admin.swimontario.com/documents/733/2024\\_VOTING\\_PRIVILEGES.pdf](https://admin.swimontario.com/documents/733/2024_VOTING_PRIVILEGES.pdf)

### **VOTING PROCEDURES AND INFORMATION FOR 2024 SWIM ONTARIO AGM**

The AGM will be held virtually on Wednesday September 18, 2024 at 7:00 pm. Every member is reminded of the importance of having an effective presence at the Swim Ontario AGM. Each member is strongly encouraged to exercise their voting privilege rights as guaranteed in the Bylaws by selecting a Delegate to attend the AGM on its behalf. Members must complete the Delegate Registration form and submit by **Wednesday September 11, 2024 - noon** to declare the delegate that will be the voting delegate. There is a limit of 1 delegate per club.

**Members must be affiliated for the 2024-25 season to receive voting privileges.**

#### **Delegate Information**

The AGM will be held virtually via Zoom on Wednesday, September 18, 2024 at 7pm and should last less than 2 hours. Delegates will receive the Zoom meeting link after the registration deadline. Delegates are requested to sign in to Zoom at 6:30pm so that we can troubleshoot any issues and so the meeting can begin promptly at 7pm. Delegates must have access to their email to receive voting credentials (unique ID, password and link to voting site) during the meeting, as voting will take place on the Simply Voting platform. A pre-AGM test voting event (conducted by email) will be scheduled for a few days prior to the AGM so that Delegates can be familiar with the process. More information regarding the meeting will be sent to Delegates next week.

#### **Proxy Voting**

Due to the nature of the Virtual AGM and the accompanying electronic voting process the following new procedure will be in place with respect to Proxies:

1. If a club cannot find a representative to attend the virtual AGM on its behalf from its own ranks, they can send their Proxy with another individual from an affiliated member club.
2. This Proxy must be a distinct/separate person, with a distinct email address, from any other delegate.
3. Meaning that each registered Delegate can only exercise voting privileges for a single club.

**\*\*Member means any duly registered club pursuant to the applicable membership policies and procedures of Swim Ontario that is in Good Standing.**