



**BOARD OF DIRECTORS
MEETING # 2 (2021-2022)**

October 22, 2021

Zoom call

H. Dwinnell – Recording Secretary

Present:

A. Bell
T. Barker
R. Giggey
A. Mitchell
J. Morrison
J. Peetsma
C. Sayao

Staff:

D. Boles
D. Muma
H. Dwinnell

ITEM	ACTION
2-2021:01.1	CALL TO ORDER Anne Bell welcomed everyone and called the meeting to order at 12:02pm.
2-2021:02.1	APPROVAL OF AGENDA MOTION: J. Morrison/R. Giggey To approve the agenda as circulated. CARRIED
2-2021:03.1	APPROVAL OF CONSENT AGENDA MOTION: J. Peetsma/R. Giggey To approve the Consent Agenda including the September 17 & 28, 2021 minutes and President Report. CARRIED
2-2021:04.1	BOARD REPORTS President Report – Consent Agenda
2-2021:04.2	Finance and Audit Report J. Peetsma provided a summary of September financials. Registration is looking positive at about 82% of budget, however competition revenue still low. As COVID protocols are lifted facilities can allow higher capacity and that should help the situation. J. Peetsma confirmed members of the Finance and Audit Committee are: Jamie Peetsma, Tym Barker, Tracy Bennett, Andy Mitchell, Corrine Owen and Bud Seawright.
2-2021:04.3	Policy and Governance Report R. Giggey distributed a written report prior to the meeting. He provided an update that 2 meetings to date had been held to identify committee members and prepare a draft work plan.

R. Giggey confirmed members of the Policy and Governance Committee: R. Giggey, Leslie Carter, Janet Morrison and Carlos Sayao. In addition, Mike Brown will be invited to join as a committee member. C. Sayao and J. Morrison have identified experts in the field who are willing to offer guidance. B. Ward has also contacted SNC to ensure alignment. The next meeting is scheduled for November 16.

The Board discussed the Board's role in Risk Management. A. Bell and D. Boles will further discuss.

Anne Bell/Dean
Boles

Nominations Report

2-2021:04.4 Andy Mitchell thanked R. Giggey for his guidance and he outlined the tasks for the committee including a refresh of the matrix for Board skill sets and improving the recruitment process. He will have a formal report for the next meeting. This will also be discussed at the in-person Board planning meeting.

OPERATIONS REPORT

2-2021:05.1 D. Boles provided a written report prior to the meeting. He provided the following summary

- Registration statistics –monitoring age categories for gaps
- RTS and Training going well.
- Return to in person events – including provincial camps, Para Tour, OJI
- New position subsidized by Swimming Canada; Darda Sales
- Operational Committees being refreshed
- Canada Games will be a focus in 2022
- Meetings with Swimming Canada regarding HP plan
- University coaches meeting
- Risk Management – D. Muma provided summary and answered Board questions
- Presidents' virtual session – October 26

OTHER BUSINESS

2-2021:06.1 Committee Formation (as part of Board Reports)

NEW BUSINESS

Governance Interns

Anne Bell provided a discussion paper prior to the meeting. The Board were in agreement to inviting 2 student interns to attend Board meetings. Anne Bell will follow up with interns including an orientation.

Anne Bell

Board/Staff Planning Session

2-2021:07.2 Anne Bell proposed an In-Person Board meeting to provide opportunity for more in depth discussions including:

- Inclusivity/Diversity
- Strat Plan
- Club Engagement Strategy

- Risk Management
- Matrix tool for Board Recruitment

2-2021:08.1

EXECUTIVE SESSION WITH STAFF

Not required

2-2021:09.1

NEXT MEETING – TENTATIVE SCHEDULE

- November 19
- December 17

2-2021:10.1

ADJOURNMENT

MOTION: A. Mitchell/J. Peetsma

To adjourn the meeting at 1:22pm

2-2021:11.1

EXECUTIVE SESSION WITH BOARD ONLY

Not required