



**BOARD OF DIRECTORS  
MEETING # 5 (2020-2021)**

**February 26, 2021**

**Zoom call**

**H. Dwinnell – Recording Secretary**

**Present:**

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

**Staff:**

D. Boles  
D. Muma  
H. Dwinnell

ITEM	ACTION
05-2021:01.1 <b>CALL TO ORDER</b> Anne Bell welcomed everyone and called the meeting to order at 12:04pm.	
05-2021:02.1 <b>APPROVAL OF AGENDA</b> <b>MOTION:</b> R. Giggey/J. Peetsma To approve the agenda.  <b>CARRIED</b>	
05-2021:03.1 <b>APPROVAL OF CONSENT AGENDA</b> <b>MOTION:</b> A. Mitchell/R. Giggey To approve the Consent Agenda including approval of January 22, 2021 minutes and President's Report.  <b>CARRIED</b>	
05-2021:04.1 <b>BOARD REPORTS</b> <b>President</b> Anne Bell provided a written report prior to the meeting.	
05-2021:04.2 <b>Finance and Audit Committee</b> J. Peetsma provided a written report prior to the meeting and highlighted the following: <ul style="list-style-type: none"><li>• Registration is higher than budgeted, however still down 50% from last season</li><li>• Revenue shortfall continues with Competitions, however COVID relief has made up the shortfall</li><li>• D. Boles and D. Muma continue to monitor expenses</li><li>• Projecting 33k surplus vs 236k loss</li><li>• Budgeting process has begun and hoping to have a draft to present at next board meeting</li><li>• Finance Committee passed a motion to make staff whole again should there be a surplus</li></ul>	

**MOTION:** J. Peetsma/R. Giggey

To make an accrual at the end of the current fiscal that is equal to the amount taken in salary cuts, by staff in 2020, or the amount of any ~~2019-20~~2020-21 surplus, whichever is less, in order to provide some reimbursement to staff with respect to those cuts.

**CARRIED**

05-2021:04.3 **Policy and Governance Committee**

D. Shemilt reported that the committee established a task force to begin work on By-laws. Next meeting is March 3<sup>rd</sup>.

05-2021:04.4 **Nominations Committee**

No report at this time.

05-2021:05.1 **OPERATIONS REPORT**

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

- Staff have begun initial meetings for virtual AGM/Conference planning. More to report at next meeting. Going virtual will eliminate need for clubs to travel and assist with expenses
- Province is opening up again, our priority is to ensure a return to swimming is done safely
- SNC has announced work ongoing with their funding partners to repurpose money back to the PSOs using a formula based on membership with the intent to reboot things
- Budget planning has begun
- Recalibrating Strategic Plan
- Advisory panel established with the intent to deliver educational programs to members
- Insurance webinar being developed to keep members informed and engaged
- Social Media Blitz – 8 week blitz commencing March 15 with a different theme each day
- Risk Management – D. Muma reported nothing is of concern
- At weekly staff call, staff wore t-shirts “Splash Kindness Everywhere” supporting and partnering with Artistic Swimming with their anti-bullying campaign.

5-2021:06.1 **OTHER BUSINESS**

**Aquatic Hall of Fame Opportunity**

Anne Bell reported on the session Cindy Yelle provided regarding establishing a Foundation to generate donations. The Board discussed various potential issues with forming an Aquatics Foundation. A. Bell will send a note to board members to see who is interested in exploring this further and will work on TOR for an Ad Hoc Board committee, to be discussed at the next meeting.

Anne Bell

05-2021:06.2 **Feedback and Next Steps – Strategic Planning Session**

D. Boles

05-2021:07.1 Anne Bell asked Board members if there were any additional thoughts after the Strategic Planning Session conducted last month. No changes were proposed. Staff to follow up based on the recommendations and make adjustments to the Strategic Plan for Board approval at the next meeting.

**NEW BUSINESS**

05-2021:07.2 A. Mitchell initiated a discussion regarding effects of COVID-19, including vaccine rollout which will hopefully have a positive impact for swimmer registration in September, and the requirements for isolation which means that a swimmer may miss practices while a family member awaits test results. There has been no transmission inside the pool and clubs should be congratulated for their diligence. The largest barrier for clubs seems to be getting space to run full programming, as well as the high cost to run their programs.

05-2021:08.1 D. Boles thanked the Board for caring about the staff and passing the motion regarding salaries.

05-2021:09.1 **EXECUTIVE SESSION WITH STAFF**  
Not required.

**NEXT MEETING**

March 26

05-2021:10.1 **ADJOURNMENT**  
**MOTION:** A. Mitchell/R. Giggey  
To adjourn the meeting

The meeting adjourned at 12:57 pm.

05-2021:11.1 **EXECUTIVE SESSION WITH BOARD ONLY**  
Not required.