

**BOARD OF DIRECTORS
MEETING # 9 (2019-2020)**

April 17, 2020

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
9-2020:01.1 CALL TO ORDER Anne Bell welcomed everyone and called the meeting to order at 12:05 pm.	
9-2020:02.1 APPROVAL OF AGENDA MOTION: D. Shemilt/C. Salvador To approve the agenda as circulated <div style="text-align: right;">CARRIED</div>	
9-2020:03.1 APPROVAL OF CONSENT AGENDA MOTION: D. Shemilt/C. Sayao To approve the Consent Agenda including approval of March 13, 2020 minutes. <div style="text-align: right;">CARRIED</div>	
9-2020:04.1 BOARD REPORTS President Anne Bell provided the following report: Organization Response to the COVID 19 Crisis The Board met virtually with the CEO and staff three times in the month since our last Board meeting: March 27 th , April 3 rd and April 9 th . The meetings were held for the sharing of information from government, SNC and other stakeholders, status reports regarding clubs and swimmers (including teams training out of the country), early impressions of financial impact and the efforts and activities of staff. Ideas were shared, options explored and issues raised. Staff reported that the meetings were of assistance in providing guidance, reassurance and expertise. There were no governance level motions or decisions required during that time. The Board wishes to thank the staff for their timely response, attention to the needs of Swim Ontario and its stakeholder despite their own personal needs and pressures, and their ongoing creativity and flexibility.	

The understanding of the situation and the priorities are evolving. What began six weeks ago as a crisis in an existing system is now evolving to a period of waiting and the need to envision and plan for a new system and approach to our sport. From a governance point of view, this will require changes in policy, additional oversight of finances and risk, and a strong belief in the dedication of staff and athletes.

Thank you to the Board for your ongoing support and commitment. If it were not for the tragedies that we hear about every day, I would say that these are exciting times! It is a good time to be a part of sport, because sport is going to be a lifeline for our youth and country in the future.

9-2020:04.2

Finance and Audit Committee

T. Barker provided the following summary:

- Finance committee met April 15 to review draft March 31, 2020 financial statements and discuss budget scenarios
- Surplus for 2019-20 fiscal will be approximately 190-195k due to a combination of higher revenue and lower expenses than anticipated
- Finance Committee reviewed 2 budget scenarios, anticipating a possible 15% and 30% reduction in registration revenue
- Finance Committee recommended preparing a potential 50% reduction version as well
- D. Muma is amending and building in potentially receiving the 75% Canadian Emergency Wage Subsidy grant (CEWS)
- Potential to apply for the \$40k Canadian Emergency Business Account (CEBA)
- Potential additional tax credit for parents registering children in sport
- Audit is scheduled for beginning of June, auditor is prepared to do the audit remotely if required
- Will inquire about requirement of an approved budget for the application of the Amateur Sport Grant

9-2020:04.3

Policy and Governance Committee

D. Shemilt reported the committee had not scheduled a meeting.

9-2020:04.4

Nominations Committee

J. Peetsma will meet with C. Sayao next week and have a report for next meeting.

9-2020:05.1

OPERATIONS REPORT

D. Boles circulated a report prior to the meeting and provided the following highlights

- Swimming Canada and provincial sections agreed that registration fee refunds for new non-competitive and upgrades after March 1, 2020 would be processed
- Registration fees for 2020-21 would not increase, other than a Masters category blended fee and the registration timeline would remain the same

- 5 new club affiliation applications have been received and are being reviewed by the New Club Application Review Panel
- Zoom Pro account has been initiated for future meetings
- New website launch should be end of April
- Thanked A. Bell and C. Sayao for the work plan template developed
- Excellent participation on the webinars provided by Steve Indig
- Insurance confirmation and procedure in place for on-line training
- Risk Management – anticipate some cases to be resolved soon while some remain active
- Strategic Plan – a bit of a hybrid but moving towards the new plan
- Concern around return to play process and timeline

OTHER BUSINESS

9-2020:06.1

Budget Planning

T. Barker provided the summary as part of the Finance and Audit Committee report.

9-2020:06.2

AGM Planning

D. Boles reported that staff are investigating conducting a virtual AGM with a platform for approximately 400 people with provisions for secret ballot voting as well as opportunity for live debate. D. Shemilt confirmed Swim Ontario By-Laws do allow for virtual meetings.

9-2020:06.3

Board Committee Activities

Committee Chairs reported:

Finance and Audit – T. Barker reported the committee continues with regular meetings

Policy and Governance Committee – D. Shemilt confirmed a meeting will be scheduled soon and in the meantime committee members had work to do.

Nominations Committee – J. Peetsma confirmed a meeting with C. Sayao

9-2020:06.4

Date of May Meeting

D. Boles thanked the Board for their insight, input, interests and care with the regular support meetings.

The Board agreed to continue with the regular Friday support meetings. The in person meeting scheduled has been cancelled and a virtual meeting with Regions will be determined.

9-2020:07.1

NEW BUSINESS

There was no new business.

9-2020:08.1

EXECUTIVE SESSION WITH STAFF REMAINING

Not required

9-2020:09.1

NEXT MEETING – Tentative Schedule

May 1 – support meeting

May 15 – board meeting - noon

June 19

Summer TBD

9-2020:10.1

ADJOURNMENT

MOTION: J. Peetsma

To adjourn.

The meeting adjourned at 1:00pm

9-2020:11.1

EXECUTIVE SESSION BOARD ONLY - Not required