

## MINUTES OF GSSC EXECUTIVE BOARD MEETING

Date of Meeting: September 24, 2019

Time: 7:15-9:30pm

Location: Parkview Church in Guelph

Minute Taker: Conni Merwin

Attendees: Kelli (President), Amanda (Treasurer), Katherine (head coach), Mairghread (President-Elect), Conni Merwin (Recreation Liaison), Karen Fischer (Novice Liaison), Jill (Prov. comp Liaison), Beth (Registrar)

Regrets: Bethany Davidson-Eng (Secretary)

1. Welcome  
Biggest enrollment for GSSC in years! Currently 60 swimmers registered in the club
2. Executive Administration
  - a) Confidentiality form is in progress. All executive members to sign it once completed
3. Head Coach Update (Katherine)
  - a) Calendar/Scheduling:
    - March 28, 2020 – no pool time at UofG, Kelli to check if Victor Davis pool has pool time.
    - March 7, 2020 – Kelli to check if we can have a 4-7pm practice
    - Coach John Ortiz from K/W was invited by Katherine to the choreography practices and we are waiting to see which ones he can come to. Given budgeting considerations, our goal is for him to come for two hours 4-7pm practices
    - Katherine would like the Athletix Academy to come on at least 3 dates to work with our prov. comp and novice swimmers. She proposed Sundays from 11-2 or 12-3 and offered the following dates: Oct.27, Nov.17, Jan.4, Feb.23, March29, April 26. The executive will make a decision on this program once Katherine provides us with details on the program outline and costs.
    - Katherine proposed a mini training camp day for prov.comp swimmers on January 3<sup>rd</sup>/4<sup>th</sup>. More details to be shared at the next board meeting
    - Monday, Dec.23<sup>rd</sup> will be an extra practice 5-8pm for prov. comp swimmers. Kelli will check with UofG to see if there is pool time.
    - Marlins Coach John has been asked to work with prov. comp girls on swimming skills. He will come from 6:30 – 7:30pm on Friday Practices starting October 18th. He is \$25/hr. Amanda and Kelli to check with Marlin Coach John to see how he is currently paid (i.e., employee vs. sole proprietor). Kelli motioned that we approve \$500 to support this extra training with option to revisit depending on club budget. Mairghread seconded motion.
  - b) Start of Season:

- Coach Katherine is very happy with how the athletes and coaches are all doing so far
- c) GSSC Day Plans
- Dance instructor coming for 2 hours
  - Katherine would like the concussion protocol to be sent out to all parents prior to GSSC Day and then on that day, all athletes and parents will sign the form and leave with coach Katherine. Karen Fischer will send this form out to parents before GSSC Day
- d) Extra Routines
- Katherine hired a new coach – Gaya. Gaya will be coaching the Masters Recreation team, extra routines as well as Masters Comp team (Danielle and Madeline)
  - National coaching week is this week, and Katherine would like some recognition on each of our coaches on the website. Even if it is not completed by this week - Mairghread to take pictures of the coaches and we will post recognition of them.
4. Parent Meeting
- a) Proposed date is Friday, October 18<sup>th</sup>.
- This will be just for Novice and Prov. Comp swimmers.
  - Agenda to include: budget, sponsorship expectations, volunteer commitment, answer any questions re: parent expectations
  - It was suggested that in future years, we include more information in our online registration package about member requirements (financial and time commitments)
  - Katherine will have a separate meeting between coaches, swimmers and parents on another date.
  - Conni to send out the info from the parent meeting to the recreation teams as well as invite them to a meeting at UofG on a Saturday during their practice time.
5. GSSC Draft Policies
- Katherine proposed that we change the mission statement to focus first on athlete development and fun last rather than the other way around. Kelli approved the change. Katherine to send her the revised mission statement and she will make the changes in the manual.
  - Code of Conduct – proposal to change wording and move towards sharing it with everyone in the registration package and then have parents and swimmers sign it next year.
  - Kelli will edit the policies and then send to executive for electronic approval in the next week.
6. Clothing Debrief
- New spacing suit does not match the teal caps. New sapphire team cap is \$7.75. Question: Do we charge parents for the new caps or absorb the cost. Decision postpone until the club budget is finalized.
  - Previously ordered teal caps which we have in stock will be given to rec swimmers next year.
7. Registration Debrief
- Online registration was great and a time saver for Beth

- Mairghread pointed out that 50% of our registrations come from word of mouth, so we need to remind our club members to keep spreading the word
- A proposal was made to provide club members an incentive if they bring a new swimmer into the club. This will be discussed further at an upcoming board meeting.

#### 8. Santa Claus Parade

- \$50 entry fee for non-profit organizations
- Age limit is 9 yrs old for participants
- Application is due Nov.1<sup>st</sup>
- Kelli to see if her brother can lend us a truck/trailer
- Kelli motioned to pursue Santa Claus parade and spend \$250 on the float and if the amount needs to increase, to revisit as per budget, and Mairghread second the motion
- Proposal to establish a Santa Claus Parade Committee and Katherine and Mairghread volunteered to be members. Information will be sent to the club members.

#### 9. Fundraising Plan

##### a) 50/50 draw was a huge success

- Suggested that we to try to get home opener game next year
- Mairghread proposed that we request increased security for when we are counting money at the game.

#### 10. Financial Update

- Amanda shared the state of the budget from 2019. We ended last year with a loss of \$5,488 but that was due to some bad debt and accounting treatments from the previous year.
- Kelli motioned to accept the financial statements as presented and pay Centsible Bookkeeping for completing the financial statements. Amanda seconded the motion.
- Kelli noted that OAS now requires clubs to post their annual financial statements and Financial statement and agenda/minutes from each board meeting. We have already started to post the agendas/minutes so we are in god shape.
- Kelli proposed at the next board meeting with discuss the option of investing money in a GIC that could be used as a rainy day fund so it makes more interest than in our regular checking account.. This will be discussed at the next meeting.

Meeting Adjourned, 9:30pm