

Guelph Synchronized Swim Club Executive Meeting

5:30 pm – 6:30 pm Monday, January 27th, 2020

Minutes

Present: Kelli, Beth, Bethany, Conni, Karen, Jill

Phone - Mairghread

Regrets: Amanda, Katherine

1. Welcome

MOTION: Jill motioned to accept the Agenda with the addition of updates on the City of Guelph Software for scheduling and GSSC policy next steps; Motion passed.

MOTION: Jill motioned to accept the minutes from December 3rd, 2019

2. Executive Administration

a. Policy Changes from OAS/CAS

-Follow-up from December 2019, direction is that once the new policies are out they are to be adapted by the member clubs by end of June 2020.

b. Board Financial Policies

-in Fall 2019, we rolled out a new policy for monthly payments, late payments, etc. Amanda was discussing implementing the policies, how to monitor payment and how to ensure timely payment.

-ACTION: Send reminder message to people who have not paid

-ACTION: Amanda and Kelli to draft the procedure for late payment and present at the next board meeting.

c. City of Guelph Software Scheduling

-City of Guelph is moving to electronic scheduling for pool time, Kelli will attend the information night at the end of February.

d. GSSC Policy Next Steps

-ACTION: Bethany and Jill to revise the GSSC Policies and bring to the next board meeting.

3. Head Coach Update

a. Katherine emailed her update to Bethany and it follows:

-The Christmas water show went really well and the swimmers had a great time performing and preparing at the rehearsals.

-Swimmer updates went home to all Guelph athletes, comp, novice and Rec.

-Coaches have been pleased with fresh focused athletes this month, and have been training hard for all the meets.

-Chloe has asked to have a volunteer help her out with her Monday night intro to Synchro class. She will be having one of the novice team from UofG synchro athletes come in to volunteer. She has coaching experience too with little kids.

-Couple of things that I need:

1) swimmer of the meet caps (*these were delivered by Kelli*)

2) if it's not cancelled already please cancel the Saturday February 15 practice. It's family day weekend, Katherine is at TPASC with Katie and Katelyn and the UofG athletes are in BC for Nationals. (*Kelli canceled this practice*)

4. Treasurer Update

a. Postponed

b. TD account is being closed and moved to RBC

5. Clothing Debrief

a. Karen's comparison is attached as an appendix

ACTION: review Karen's comparison, there will be a decision made at the next board meeting on which clothing company to use next year.

6. Trillium Meet Planning

a. Core Planning Team

-the committee met last Thursday

-a lead has been found for each core volunteer group

-A save the date email will be going out to members to ask for volunteer hours, Friday is the busiest day and the hardest to fill. Every member is required to complete 2 credits of volunteer hours at the competition

7. Re-Branding

-ACTION: Jill to begin the paperwork

-ACTION: Kelli to seek OAS approval on possible names

-ACTION: further discussion at the next board meeting

-ACTION: finalize rebranding to be presented at the end of season Watershow

8. Fundraising Update

- a. Blaze pizza night during March break?
- b. Zumba needs to be moved to end of March
- c. No more kids paint nights
- d. Elmira Poultry is coming up
- e. ACTION: Amanda to compile a fundraising update for all of the members in February

9. New Items

- a. College Royal Water Show
 - March 21st
 - We will be doing two shows because last year there was a lot of interest
 - 1:15 p.m. – 2:00 p.m. and 2:15 p.m. – 3:00 p.m.
 - There will be a need for volunteers
 - ACTION: ask UofG team if they want to participate in the show
- b. Team Pictures
 - Club photo for sponsors, need to decide if in the water or on land
 - ACTION: Conni to look into quotes and plan with Katherine for photos to take place in March (individual, team and club photos)
- c. Post Office Key
 - Key was lost and a replacement is needed
 - Beth will coordinate with Mairghread on the details to obtain a new key and register our box.

10. Future Agenda Items

- a. GSSC Policy Updates
- b. Clothing
- c. Rebranding
- d. Trilliums
- e. Longo's gift cards

11. Action Items Pending

- a. End of year survey (Bethany & Karen)

- b. Time Sheets (Amanda & Beth)
- c. Employee Contract Revisions (Kelli & Jill)
- d. Coach-in-Training Program (Beth & Karen)
- e. School Board Submission (Karen)

12. In-Camera Discussion

13. Adjournment

Next Board Meetings:

February 25

April 7

May 19