

## **MSABC Board of Directors Meeting**

**Saturday, June 22, 2013**

**1405 Douglas Street, Victoria, BC**

### **Minutes**

**Call to order:** 10:15 a.m.

**Present:** Gilles, Nancy, John, Susan, Len, Glen, Keith, Rod

**Absent:** Mike Dowling

**A. Adoption of Agenda** - adopted by Susan, seconded by Len

**B. Adoption of Minutes from April 7, 2013 meeting** - adopted by Len, seconded by Rod

**C. Old Business**

#### **1. Team Sizes**

**ACTION:** John and his committee of Gilles and Glen will set up the criteria for the Team sizes by August 1, 2013.

#### **2. Update on Meet Manager Manual and new waiver** - Len

**ACTION:** Len will send an email August 1, notifying all Registrars of the new wording on the Waiver and information on the fee increase. This information will also be posted on our website.

**ACTION:** Len and Nancy will start on revising the Meet Manager manual.

#### **3. Provincial Open Water Championships** - Susan

The website is up, promoted on all of our social media, pins are ordered for prizes, standing committee volunteers are in place. Minor officials are yet to be organized. Expenses - The only expense for MSABC will be the cost of flying the Referee from Calgary and accommodation for one night. Thetis Lake OW Swim has an entry fee which will cover for all meet costs including medals, food and prizes. If Thetis Lake makes more than \$2000.00, they will reimburse MSABC for the costs of the Referee. Susan outlined the financial goals for the Thetis Lake Open Water meet and the connection with the MS fundraising.

**ACTION:** Susan will prepare 2 different MSABC logos to present for the next meeting. The Board will make a decision for the future. One logo will have MSABC and the other will not.

### **3. Post Mortem on the Provincials**

The Dolphins ran a good meet with 221 entries which is about average for a Provincial meet. 120 swimmers attended the Banquet. MSABC board did a fantastic job of running the whole Banquet - slide show, food, awards, decorations, draw prizes.

#### **Recommendation:**

1. Next year have 3-4 nominations per award, announce the recipient at the Banquet and present the award in an Academy Awards style.
2. If an age group club runs the meet in the future, 1 or 2 MSABC board members **MUST** be on the planning board of the age group committee and attend all meetings in order to provide guidance.

### **4. Policy information**

**ACTION:** Susan and Nancy will make a presentation on updating the Policy information and simplifying the MSABC tabs on the website for the next meeting.

### **5. Wording of Awards Criteria**

It was decided that the wording and criteria for both the Ted Simpson and Stan Powell awards were adequate. The President's award allows for the Board to be more creative.

It is strongly recommended that we have 3 -4 nominations for each of the 2 awards. The President can then decide if a candidate not chosen for either of the above mentioned awards is a candidate for the President's award.

**ACTION:** Len and Susan will work on trying to get the coaches emails in order to ask them for recommendations or go through the executive of each club.

## **E. NEW BUSINESS**

### **1. Registrar's Report - Len**

1725 registrants for this year. Last year there were 1758. 1650 is the breakeven point for our annual budget.

There will be a new waiver for September 1 and information will be sent out to the registrars on August 1.

**2. Swim BC report** - Gilles had nothing new to report.

**3. MSC Report** - Keith

Glen was not re-elected to the Board at the AGM. Unfortunately the BC swimmers did not receive notification of the voting procedure in time for the vote.

2014 Nationals will take place in Windsor Ontario on the Long weekend in May.

A Survey Monkey will be sent out to all Nationals 2013 competitors regarding their opinions on the seeding of the sprint events and long distance events.

**4. Competition Report**

The Board decided that points from the meets taking place AFTER the Provincials, will count for the following year.

**ACTION:** This information will be on the Blog as well as under Policy on the Website.

Open Water events are sanctioned by Swim BC so swimmers will not receive points.

**5. Communications Report** - Susan had nothing new to report.

**6. Financial Report** - Keith

Discussion took place regarding the 2012 -2013 year expenses. It was agreed that last year's expenses were not normal due to the large expenses incurred related to the Provincial meet. (i.e. an extra face to face meeting, travel expenses, unusually large Banquet expenses, goody bags, etc)

The anticipated budget for 2013-2014 was discussed.

Board meetings - should be limited to 4 face-to-face meetings/year at an average cost of \$1500 - \$6000.

AGM costs - \$4000 if outside of Victoria as it includes the Board member's travel costs, 2 nights hotel and meals. Gifts for Meet Managers.

Competitions - \$3000 - \$5000 ( team reimbursement for Hy Tek purchases, banners and trophies, coaches expenses (to Nationals/Worlds/ etc) and other miscellaneous (ie required pool surveys, caps etc.)

Stationary - less than \$500. (records certificates, postage) Society Act fee

Banquet - \$3000.

Recommendations:

1. The host team funds the banquet and MSABC runs the Awards and the Agenda for the evening.
2. Set a standard for the expectations for the Banquet .
  - a. Include information on who is hosting the Banquet and include this information in the Meet package.
  - b. To be situated in a reasonable venue with good food for the cost. A suitable venue would include: a sit down dinner, no plastic cutlery, a meal that would cater to both vegetarian and carnivores, dessert, coffee, pay bar, and entertainment. Eg. a DJ or small ensemble that plays throughout the evening.

Suggestion: This year we paid \$42.pp for the Banquet so for the future we will budget \$20 -\$25.per person as a subsidy for those attending the banquet.

Discussion took place regarding developing an alternative revenue base or increase fees.

The aim of this budget today is to target an annual surplus of \$1500.00 before extraordinary costs come off.

**ACTION:** Keith will bring in the revenue for the fiscal year of 2014 from the Foundation, to cover our deficit. He will prepare a report for the next meeting prior to a Motion.

**ACTION:** Len will talk to Brent Hobbs regarding our expectations for next year' s Provincials in Kelowna.

**7. Danielle's Request** - put on hold at this time

**8. Winskill Otters coaching request.**

**ACTION:** Nancy will reply to their letter stating that the coach needs to complete the course, pass it and then submit a bill in order to receive payment of \$150. for SNC levels 1 and 2. Their second coach who is requesting funds is attending the Swimming 101 course which, unfortunately, is not recognized by MSABC.

## F. Any Other Business

1. Glen commented that FINA will not accept records if a swimmer uses the term of "Unattached " as their club name. If this arises, Len will accommodate them by forming a club name for them.

Meeting Adjourned: 2:30 p.m.

Next meeting: To be determined by a Survey Monkey taking place in the Fall of 2013

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Nancy Ryan, Secretary

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Gilles Beaudin, President