

MSABC Board of Directors Meeting

Howard Johnson Hotel, Victoria, BC

9:00 am Saturday, March 28, 2015

Minutes

Call to order: 9:20 am

Absent: Len Martel

- A. **Adoption of Agenda:** adopted by Susan seconded by Glen
- B. **Adoption of minutes from February 1, 2015:** adopted by Susan and seconded by Nancy
- C. **Old Business**
 1. **Meet Manager Manual** –Rod
Rod presented a draft Manual for the board members to peruse. Discussion took place on how to add or make changes to it.
ACTION: Len/Rod will send a new version with 'Track Changes' in place.
 2. **Survey on awards for Provincials** – Tabled until after 2015 Provincials - Susan
 3. **Encouraging 'Time Trials' guidelines to encourage new swimmers**– tabled until September 2015 Susan
 4. **Posting of BC Masters records into HyTek data base** – Gilles and Rod
ACTION: Gilles will contact MSC for information.
 5. **Demographics of SWOT** – Tabled
 6. **Email addresses of members for questionnaire**
ACTION: Susan will check out the anti spam laws first and then hopefully pull the information from the MSC data base.
 7. **Report on Face to Face meeting on blog** – Susan
Susan will include this information in her communication report at the AGM and then put it on the Blog.
 8. **Credit card processing fee** – Rod
Due to Club Assist's charging fee, we will wait until all charges incurred in a year are determined. Multi day events will cost more than the one day events.
It is suggested that MSABC be prepared to take some of the floating costs of Club Assist and we set a flat fee for the clubs to charge participants when they host a meet.
ACTION: A Motion is on hold until the September board meeting.
 9. **Winskill reimbursement request** – A cheques for \$150.00 has been sent to Winskills to help subsidize with the cost of an Electronics technician.
- D. **New Business**
 1. **Registrar's Report** – Len No report
 2. **Swim BC Report** – Gilles No report
 3. **MSC Report** – Keith No report

4. **Communications Report** – Susan

Susan reported that no new Swimspirations have been submitted lately.

Thoughts for future Blog entries: w/o suggestions while away, nutrition, try to get the non competitive swimmers involved in Facebook as they are part of the organization.

Suggestion: Registrars need to send out an email before registration asking members to update their email addresses and update any other necessary information. The MSABC waiver is to be signed each year by both returning & new members.

5. **Financial Report** – Keith

We are about 87% of budgeted registration revenues for the year. A detailed financial statement is on file in the Secretary's binder.

6. **Vancouver Foundation Discussion**

A reminder that our original \$20,000 contribution to the Vancouver Foundation is a 'gift', not an investment. We want the future cash flow it will create, not the \$20,000. This 'gift' contribution keeps us safe for the future as the return is so much higher than through bank GICs.

At the AGM, the members will be asked:

MOTION: Does the Board have permission to donate an irrevocable gift of \$50,000 to the MSABC Endowment Fund at the Vancouver Foundation? Susan seconded. 2 opposed. Remainder in favor. Motion carried.

ACTION: John will make a presentation at the AGM.

In short, the main 'con' to this gifting is that the money is gone. The main 'pro' is that MSABC receives 2-3 % more interest each year than if invested in a GIC.

If the members are not comfortable with the \$50,000 donation, then the vote can be amended.

7. **Acknowledging Dale Robinson's gift to the Foundation**

ACTION: Susan will write about Dale's gift and put on the Blog.

8. **Provincials update** – Nancy

Early bonus for merchandise; need for more volunteers; discussion of Awards Banquet - menu and agenda; contents of goody bags, door prizes and awards were discussed.

ACTION: Nanaimo will send more detailed information regarding the Banquet to Susan for the Blog.

MOTION: Susan moved to spend \$200.00 on UR apparel using the Provincials logo and \$300.00 on items using the MSABC logo, totalling \$500.00. Rod seconded

ACTION: Nancy will ask the MM for clarification of relay entries to be put on the Blog.

ACTION: Nancy will see if there is a projector available at the pool.

9. **Final preparations for this year's Banquet format/agenda**

ACTION: Susan will be in contact with Meg from Ebbitides as she is in charge of the Banquet. The same format will be used from last year.

10. **New policy for bidding for MSABC Provincials** – Gilles

ACTION: Susan will rewrite the "Expression of Interest" and forward to the Board for September 2015.

11. Discussion of 2016 Provincials from NSM

ACTION: Rod and Leon will formulate a template for a Meet Package and will be included in the new Meet Managers Manual.

ACTION: A letter to acknowledge that North Shore Masters has been awarded to host the 2016 Provincials Masters Swimming Championships will be written by Gilles and forwarded to the Board prior to sending to North Shore.

ACTION: Susan will create a MSABC letterhead.

12. Awards

ACTION: Susan will include details for the "President's Award" on the Blog as well as ask for submissions for both the Ted Simpson and Stan Powell awards. The deadline is April 10, 2015

ACTION: Nancy will get the Meet Manager's names from Leon and organize the gifts.

13. Policy Reviews – tabled to next Board meeting - Susan

14. Requests for letters of support

Discussion took place and decided that a policy is not needed at this time.

15. Final preparations for 2015 AGM

ACTION: Susan has a template from last year's AGM and will prepare it for a power point presentation.

ACTION: Susan will ask Sarah McDonald to assist in the Robert's Rules during the meeting.

ACTION: Point of future discussion – regarding a standing agreement to check on the bylaws prior to the AGM.

16. Recruiting for 2015 -2016 new Board members

ACTION: Gilles will contact each Board member asking them their plans and suggestions for possible nominations.

17. Aart Looye

MOTION: Nancy moved to purchase a get well gift and card for Aart. A milk chocolate Easter bunny and Starbuck's coffee card up to \$50.00 was purchased and delivered by Leon. Susan seconded.

E. Any Other Business

1. Thetis Lake Provincial Swim Championship

This will be the third time the Provincials will be held at Thetis Lake on the last Sunday of July. . It is now open for bids around the Province.

Suggestion: To use the same format as the new Policy for bidding for the MSABC Provincials.

Meeting adjourned: 4:30 pm

Next meeting: Conference call April 22, 2015

Nancy Ryan (Secretary)

Gilles Beaudin (President)