



# MASTERS SWIMMING ASSOCIATION OF BRITISH COLUMBIA

**Mar. 18/18 Board meeting - 1:00pm to 3pm**

**Via Skype**

## **Minutes**

**Present:** John Bell, John Holmwood, Elisa Hoover, Peter Heusel, Rod Carmichael, Dale Freeman, Dale Robinson, John McManus

**Regrets:** Michael DiPietro, Glen Mehus,

### **1. Adoption of the Agenda**

John B made a motion to adopt the agenda. The motion was approved

### **2. Adoption of minutes from Feb. 3/18 Board meeting**

Motion to adopt the minutes was made by John M and seconded by Dale R. The motion was approved.

### **3. Financial Report (Peter)**

- a. Financial update was provided. Peter has payment from 1513 members. Elisa has 1544 members registered and 3 new members being processed. The difference likely relates to timing of payments and will be caught up.
- b. Peter will continue to use 1600 members for budget purposes.

### **4. Registrars Report (Elisa)**

- a. An update on registration was provided. The 2 new clubs that Elisa has been dealing with, TRAX (Trail) and Sunshine Coast, have not filled in the club registration paperwork with MSABC.

### **5. Policy/Procedures Review Update (Dale R)**

- a. Dale R made a motion to accept the Swim Meet Registration Policy that was discussed in detail at the previous meeting. The motion was seconded by Peter. The motion was approved.
- b. A discussion was held on how to distribute Board Policies. It was decided to devote a section in the Newsletter to policy updates. New Policies should also be emailed to club representatives immediately after the Board meeting where they are approved.
- c. A Policy page is needed on the web site. The Policy Page should be linked off of the About drop down on the home page. In future the Policy page should be on the drop down menu.  
Action: John M to adjust the home page in Michael's absence. Michael to make the permanent changes to the site.
- d. The policies that need to be posted right away are: New Club Registration Policy; Swimmer registering for Meet Policy; and League Trophy Policy.
- e. The next policy to be completed should be a Transgender Policy

6. **Competition Report** (John B/Others)
  - a. Burnaby Meet A discussion was had on the meet and League Trophy rules. The meet manager has agreed to abide by the rules in the League Trophy Policy.
  - b. 2018 Provincials are on track. A discussion was held regarding who should provide the HyTek meet program for Provincials. It was decided that it was the responsibility of the Organizing Committee.
  
7. **Communications Report** (John B)
  - a. John B provided a draft of the Newsletter A discussion was held on the best way to distribute the newsletter.  
Action: John B will check with Denise at SwimBC regarding who should distribute the newsletter.
  
8. **Trophies and Awards** (Dale F/Glen)
  - a. Ted Simpson Award
  - b. Stan Powell Award
  - c. A number of recommendations for who should receive the awards has been received. We will need to meet to decide who to award.  
Action: Board needs to meet via Skype to determine to whom to present the awards.
  
9. **Swim BC/SNC/MSC Report** (John B/Rod)
  - a. Update
  
10. **Other business**
  - a. AGM
    - venue logistics/set-up Room Booked
    - Agenda/Minutes
    - Competition Report
    - Insurance Certificates
    - Directors' reports
    - Audit & Appointment of Auditors
    - Elections

Peter provided a template for officers' reports. Each officer, President, Treasurer, Registration, is to send their report to Peter. He will create a PowerPoint presentation for the AGM meeting. John B, John M, John H and Peter to meet via Skype to organize the meeting.

Action: John M to organize Skype meeting.

Dale and Glen will ensure Keepers and Trophies are at the Banquet.

League Trophy banners Need to provide data to Gile to create banners.

Next meeting Sunday Apr 15 at 1 PM  
Awards and AGM Presentation Trophies  
Thank you for Meet Managers
  
11. **Adjournment 3:10**