



MASTERS SWIMMING ASSOCIATION OF BRITISH COLUMBIA

Nov. 4/18 Board meeting - 11 AM to 2 PM

Holiday Inn Express & Suites Riverport, Steveston Room
10688 Number 6 Road, Richmond, B.C.

Minutes

Present: John Bell, John Holmwood, Peter Heusell, Dale Freeman, Dale Robinson, John McManus, Michael DiPietro, Bryan Iliscupidez, Glen Mehus

Regrets:

1. Adoption of Agenda
The meeting was brought to order at 11:05 and John B's motion to have the agenda adopted was approved.
2. Minutes from the Sept 9 2018 meetings
John B. moved to approve the minutes. John M. seconded the motion. The motion was approved.
3. Financial Report (Peter)
 - a. Update
Peter sent the financial reports to everyone by email before the meeting. He noted that we are in a good financial position; accounts receivable are high due to MSABC prepaying registrations with Swim BC. The Board discussed the method of invoicing with Swim BC.
 - b. Budget for 2018/19 season
Peter sent the budget to everyone by email before the meeting. The Board discussed the budget and current fee levels.
4. Registrars Report (Bryan)
 - a. Update on registration process
A discussion was held on registration validation at meets and the roles of the various organizations (MSABC, SwimBC and MSC) in the process
Action Item: John H will contact Wade James from MSC to understand how other provinces handle the process. Note: Michael needs to be informed of the outcome of the discussion.

A discussion was held on the importance of MSABC being a one stop shop for registration.

A discussion was held on the requirement for a formal Proof of Registration Letter for out of country meets. Glen provided Bryan with a sample letter.
5. Policy Review Update (Dale R/John B)
 - a. Update

Dale R is working on the Gender policy. John M suggested that a minimal policy should be published as soon as possible in order to be proactive.

b. Meet Schedule Policy

A motion to approve the Meet Schedule Policy drafted was made by Dale F. The motion was seconded by Glen.

It was recommended to amend Okanagan to Southern Interior BC and to add Yukon to Northern BC in Section 2 Meet Region.

The motion was approved as amended.

c. Discussion on policy “bootcamp” idea

John B. described the concept of holding a policy bookcamp for the purposes of reviewing and updating all existing MSABC policies and posting them to our website.

Glen moved that John M, Michael, Dale R, and John B form a committee to do this. The motion was seconded by Peter. The motion was approved.

Action Item: John B to organize a session to review the policies in early Jan 2019.

6. Competition Report (John B)

a. Meet schedule for 2018/19

A discussion was held on the transportation of the Black Box (containing stop watches, counters etc) between meets and the impact of Greyhound no longer delivering parcels in BC.

It was noted that the Burnaby meet was not sanctioned as its proposed date was too close to already scheduled meets, as per MSABC’s policy.

It was noted that the website meet schedule page should be changed so that the text for proposed meets that have not yet been sanctioned read “not yet sanctioned” rather than “unsanctioned” as that term could be confusing.

Action Item: John H will contact Kristin MacColl about needing a sanction number before the Club Assist page is made public.

Action Item: Michael will update the web site page of sanctioned meets.

b. Long course meet at UBC

A discussion was held on a request for financial support for a long course meet at UBC. UBC is looking for a deposit on the rental fee. The board is willing to loan funds for the deposit, but the loan must be paid back as the board does not backstop losses for club meets.

Action Item: John B will write a response and circulate to the board before sending it.

c. 2019 Provincials update

Victoria Masters has a sponsor (RBC Wealth Management) for provincials. They would like a banner added to the MSABC web site. The board agreed to add the banner as soon as Victoria Masters provides the graphic.

d. 2020 Provincial update

OKAN has expressed an interest in holding the 2020 Provincials. Also UBC may be willing to host the provincials. As a matter of due diligence and fairness, the board should also approach other clubs in the interior to see if they have an interest in holding the Provincials.

e. Competition Coordinator (volunteer position)

John B tabled a job description. A discussion was held on the requirements of the position. It was agreed that this needs to be a board position to be filled at the next AGM.

Action Item: John B will rework the job description and circulate for the next meeting.

f. Meet Manager Guide

The current Meet Manager Guide was tabled for discussion.

Action Item: John M will update the manual to add in current policies

7. Communications Report (Michael/John B)

a. Website/social media update

The current website is being updated in a timely manner though not as fast as some might wish.

Michael is now an admin for the MSABC Facebook page. John M removed past admins from the Facebook page.

Action Item: Michael will contact Susan Simmons, the current owner, to change ownership of the page to himself.

There is another Facebook page labelled MSABC but it is inactive. Michael is working to gain access to this site.

b. Fall 2018 Newsletter outline

An outline of the newsletter was tabled by John B; Michael noted that he has a draft ready to go. Discussion was held on the status of various articles in the outline. Michael would like to publish the newsletter this Thursday.

Action Item: Bryan needs to send Michael a list of all MSABC members email addresses.

c. Web Hosting

John M has paid for our domain for 1 year. The 3 year contract with Pacific Hosting to host our website is up for renewal next week. John M moved to renew the current contract and determine our long term needs once the new web site has been completed. Michael seconded the motion. The motion was approved.

8. Swim BC/SNC/MSC Report (John B)

a. SwimBC

John B attended the SwimBC AGM and provided an update to the board. John B and John M had a discussion with the SwimBC executive director, Ken Radford, regarding registering coaches as swimmers. John M also provided an synopsis of the discussion to the board. MSC and Swim Canada are preparing an online module for masters coaches. Until this is available, Masters clubs in BC will continue to register their coaches as swimmers rather than as coaches in the manner of Age group clubs.

b. MSC

John B participated in the MSC Phone in AGM meeting and updated the board. The Online Masters Swim Coach module is to be launched in Nov. 2018

9. Other business

OMSC/OKAN is planning to change their bylaws to discourage having Multi family members on their board. After discussion it was agreed that the MSABC board does not have a policy or position on this matter, as it is more of a matter under the jurisdiction of the provincial Society Act.

Action Item: John B will send the board's reply back to the inquirer.

10. Next meetings

Nov skype meeting cancelled

Feb EBSC meet in-person meeting will be on Sat Feb. 9th at the Richmond Holiday Inn Express with an 10:00 AM start

11. Adjournment

Dale F moved to adjourn the meeting at 2:07. Peter seconded the motion.