

Nanaimo White Rapids Swim Club

Board of Directors Meeting MINUTES

14 April 2004

This meeting was brought to order at 6:37pm by Mike Silverton. The following Directors were present: Jane Barron, Alan Yates, Lana Fitzpatrick, Marise Wickman, Bernie Taekema and Steve Beerman. Bob Simpson, swim maintenance coordinator, and Sheila Galloway and Brian Nishi, co-Head Coaches, were also in attendance.

1. **Approval of the Agenda:** After some additions to the Agenda, it was carried
2. **Approval of the Minutes:** from previous meeting (24 Mar 04) were carried
3. **Correspondence:** The Minutes from the March 25th meeting between the Coach Selection Committee and Mrs. Leslie Sutton about the selection process were placed on file.
4. **Reports**
 - a. **President's:** Mike reported that the BOD has had a busy winter but is ready for the new season. The recent break-in(s) at the Lance Room was very unfortunate, and an insurance claim will be made for the lost items. Rick and Mike made some temporary changes to secure the room in the short-term and are investigating options to upgrade the entire system.
 - b. **Treasurer's:** Jane will present a full report at the next meeting.
 - c. **Registration:** Mike, Lana and Janice Walker are working on registration. Lana has taken in 85 early registrations by mail, and Janice is getting the computer program up and running for data entry. Lana created a "new member" registration notice and handed it out to all maintenance swimmers. There will be a **clean-up** session at the pool this **Saturday April 17th, 10-2pm**, to get ready for **Registration Day on Saturday April 24th**. Registration Day will be the same as in other years, with tables for registration and payment, fundraising and apparel (size kit will be available). New and returning swimmers can register on the 24th, but all new swimmers will be asked to come out on **Saturday May 1st, 11-1pm**, for a **swim assessment**. A "**family swim**" at the pool for all members and their families will be happening on **May 1st also, 1-3pm**. This will be a time to meet club members, check out apparel, and pick up swim schedules. **Regular swim practices will begin on Monday May 3rd**.
 - d. **Head Coaches':** Both Sheila and Brian are excited for the 2004 season, and have begun to set up practice groups and schedules. A complete schedule for the first three weeks will be available on May 1st at the Kin Pool or can be sent out by email. Sheila will be in attendance at Registration Day on April 24th. They requested a slightly different coach tee shirt for this year, using brighter colours and a different design. The BOD approved that request. They asked for 20 pull buoys (the club's supply are in poor shape), and 30 skipping ropes (15 short, 15 long). Alan will look into pricing and order these items while staying within budget. New practice flags are also needed and the Pool Operations Committee will purchase these. Sheila spoke on how some Island clubs may not attend all Island meets this coming summer. After some discussion it was decided that our club will attend all meets. Brian reviewed his changes to the Relay Policy #620. The BOD agreed that the policy is very close to being ready to adopt. Brian will make the final changes and contact the BOD by email.
 - e. **Fundraising:** There was no report from Nancy at this time. However, Barbara Veller contacted Lana by email to report that Bottle Depot and Mohawk gas card totals from the winter are being tallied for families who participated. These totals will be sent to Nancy for fundraising.
 - f. **Awards/ Incentives:** Although Nancy was not present to report on activities, her email of April 10th stated that they are going to use the same incentive program as last year. The coaches are happy with the grab box idea to motivate the older swimmers as well as the younger ones. Nancy and others will try to work on the ASSIT program to track Best Times. Nancy will also begin to shop around for grab box stuff after Easter.
 - g. **Pool Operations:** This committee will be meeting next week and Steve will report back to the BOD about activities. Heidi Bromley, manager, is dealing with the insurance claim for the break-in, and is organizing staff for the 2004 season. They will also decide what to do about the two fridges still needed, and photocopier needs for the season. Alan will look into options for the fridges.
 - h. **Coach Selection Committee:** The following Motion, approved by email on March 30th, was ratified. The Motion was made by Steve, seconded by Marise and carried.

“The Board of Directors approves the recommendations of the Coach Selection Committee that Simon Baldwin and David Heikkila be hired as junior coaches for water polo and James Saunders and Sita Ollek be hired as junior coaches for swimming by the club for the 2004 season.”

Bernie will conduct the **Coach Orientation Meeting** for all coaching staff on **Saturday May 1st, 9-11am**, at the Kin Pool. Steve will assist Bernie with this meeting.

- i. **Scholarships:** Mike is accepting scholarships from all Grade 12 members of the club. The deadline for application is May 15th.
- j. **Swim Maintenance:** Bob presented a report on the winter swim maintenance program (on file). There were 77 swimmers in the program this winter (Jan. to Apr.), 30 of which were non-members. Bob believed that they were able to accommodate almost everyone who had wanted to join the program. After pool rental, coach payments and honorariums, the profit from this program was \$935. The last practice is Friday April 16th. Raeanne (head coach) is preparing volunteer coach evaluations and certificates for those who helped out with the program. Bob and Leanne will present their recommendations for future maintenance programs to the BOD at a later date. The BOD thanked Bob and Leanne for taking on the program mid-term and making it a success. Lana will track the number of non-members from winter maintenance that actually join the summer club.

Bernie made a Motion to accept the reports presented to the BOD at this meeting. It was seconded by Steve and carried.

5. Old Business

- a. **Revision to Relay Policy #620:** see above under Coaches' Report
- b. **Tri event at Bowen Park:** no new news
- c. **Corporate fundraising:** no new news
- d. **Parent Handbooks:** Lana has been in contact with Mike Gosslund. Handbooks will be ready for April 24th.
- e. **Positions to be filled:** The club still needs people to fill the Meet Manager and Newsletter Editor positions. BOD members will talk to families on April 24th and May 1st.

6. New Business

- a. **Special O swimmers:** The club has not heard from Carla Henderson about her plans for the Special O swimmers in 2004. There was some discussion of the relationship between our club and the Special O's. Mike will contact Carla and / or Dawn to get details, and will report back to the BOD.
- b. **A and B Times for Island Region:** Sheila has been working to revise the way that Vancouver Island Region A and B times are calculated, since they are often much faster than other regions. She will have a resolution by May 1st.
- c. **City of Nanaimo long-term plan:** Mike and Steve attended a meeting on April 13th with the City and a group of various aquatic users to discuss long-term plans. They stated that the NWRSC would like the Kin Pool to be part of that ten-year plan. Steve will continue to stay in touch with the City and make sure that the club's needs are kept in perspective.
- d. **Status of Steve Low:** Bernie presented a letter from Steve Low stating that he is unable to fulfill all parts of his signed contract due to recent developments with his day job. Bernie and Brian will review Steve's coaching schedule and make adjustments to his contract. Bernie will report back to the BOD on this item. Brian will also contact Steve Elwood to finalize water polo schedules, so that all is in place for May 1st.

7. Calendar of Events: all is in order

8. Adjournment and Date for next meeting: The next BOD meeting will be on **Thursday May 13th, 6:30pm at the Lance Room**. Bernie made a Motion to adjourn at 9pm. It was seconded by Alan and carried.