

Nanaimo White Rapids Swim Club

Board of Directors Meeting MINUTES

1 May 2003

The following Directors were present at the meeting that was brought to order at 7:13pm: Karen Conway, Linda Shorting, Rick Heikkila, Bob Simpson, Mike Silverton, Marise Wickman, Kevin Bourgeois, Nancy McGuire, Steve Beerman, Lana Fitzpatrick. Coaches Brian Nishi and Sheila Galloway were also present.

1. Approval of Agenda: A Motion was made by Karen, seconded by Linda and carried to approve the Agenda.

2. Approval of Minutes from previous meeting (23 April 03): A Motion was made by Karen, seconded by Kevin, and carried to approve the Minutes from the previous meeting.

3. Correspondence: was distributed by Lana to Linda.

4. Reports:

a. **Treasurer's:** no report at this time

b. **Pool Operations:** Steve reviewed the report that was sent around by email earlier (on file). The paving of the area beside the Boy's Washroom will happen soon. Thanks to everyone who helped to clear the bushes. The chlorine controller is working fairly well on the first day of swim club. The morning levels were perfect. In the staff department, a clear chain of command is being established and there will be an "on call" staff person this year. Pool insurance went up 25% this year and will go up 25% next year as a result of more claims in general. Twenty-one youth came to the staff training sessions this week and were introduced or refreshed in emergency procedures.

c. **Registration:** Karen reported that there are now **184** swimmers registered with the club. About 130 are returning. The newspaper was at the pool to cover the first day of swim club. Steve reminded the BOD that we have now surpassed the 175-swimmer threshold and would be hiring three junior coaches.

d. **Coaches' Report:** Brian commented on the positive feedback that he received from parents that he spoke with in the bleachers on Day One. The coaches on deck were able to handle the practice groups with ease and all practice sessions went well.

5. Old Business:

a. **Swimmer's Handbook:** Mike circulated the old copy of the Handbook for review. Brian and Sheila will review it over the new few days and then it will be passed on to Mike Gosslund for reformatting. Sheila would like to see the "swimmer's code of conduct" included in the handbook.

b. **Nanaimo Invitational Swim Meet:** This item will be dealt with in committee next week and they will report back to the BOD at the next meeting. A Meet Manager & Concession Co-ordinator are needed!

c. **Concession Co-ordinator:** Discussion centered on who might be interested in filling this position. Lana agreed to contact a couple of people and will report back to the BOD at the next meeting.

d. **2002 Team Towels:** The five swimmers who earned the Team Towels last year will be presented with them at the **Blue and White Time Trials on May 25th**. As a clarification, the BOD decided that the Blue and White Time Trials will be held from 1 to 4pm with hot dogs, etc. served afterwards. The free team T-shirts will be handed at that time also.

6. New Business

a. **Newsletter:** Lana asked for submissions for the first newsletter by noon on Wednesday May 7th. It is important for all the coaches to send in "coach profiles" a.s.a.p. Steve will send a submission re: the Legacy Funds. Marise will send in the President's Report. Lana will have a set of "expectations" for future coach submissions by next week.

b. **North Shore Meet:** There is a swim meet on the Mainland (July 5-6) that Brian and Sheila would like to take some of our swimmers to. Sheila is looking into billeting options. The BOD briefly

discussed our club's policy on billeting out-of-town swimmers. This item was tabled until the next BOD meeting.

7. Calendar of Events: Lana reviewed activities for May.

8. Adjournment and Date for next Meeting: The next meeting will be on Thursday May 15th at 7pm at the Pool. At 750pm a Motion to adjourn was made by Nancy, seconded by Bob and carried.