

Nanaimo White Rapids Swim Club

Board of Directors Meeting MINUTES

22 July 2004

This meeting was brought to order at 7:07pm by Mike Silverton (President). The following Directors were present: Jane Barron, Bernie Taekema, Alan Yates, Kevin Bourgeois, Steve Beerman, Lana Fitzpatrick, Nancy McGuire, and Marise Wickman. Co-Head Coaches, Brian Nishi and Sheila Galloway, were also present. Steve Elwood was present for a short time to update the BOD under item 4d. Bob Simpson was present to speak under 4b.

1. Approval of the Agenda: carried

2. Approval of the Minutes: carried

3. Correspondence: A thank-you note was received from Simon Baldwin for the NWRSC Scholarship.

4. Reports

- a. President's:** Mike has received some calls from concerned parents recently on a variety of issues in the last few weeks, which have been resolved for the most part. Steve Low has stepped in to help with these resolutions, and the BOD thanks him. Mike reminded the Board to maintain a separation between Board decisions and personal opinions when speaking with club families.
- b. Fall and Winter Swim Maintenance Program:** Bob and Leanne have agreed to continue with the program in the Fall but believe that it is a good time to make some changes to reflect the current needs of the club and to provide better service to the club members. The following plan was presented to the BOD and agreed upon. The BOD thanked Bob and Leanne for taking this program on. They will provide the BOD details of the program and a budget in the near future.

Proposed Swim Maintenance 2004-2005

- Offer a swim maintenance program only to club members this Fall 2004 and Winter 2005
 - Continue with a Friday afternoons 3-4pm for juniors and 4-5pm for seniors program at Beban Pool for the Fall (September to December) and Winter (January to April)
 - Add an additional practice session on another day at either Beban or NAC in the Winter session (January to April) to focus on technical aspects.
 - Increase fees by \$10 for Fall session and increase the Winter session fees accordingly to cover the costs of the program
 - Hire coaching staff to meet the needs of the program: one Head Coach, one Assistant Head Coach, and one Junior Coach to be hired through an interview process.
 - Bring in 2 to 3 volunteer coaches for the junior group and 1 to 2 volunteer coaches for the senior group in the regular program as needed; no volunteers in the technical program.
- c. Coaches':** Sheila reported that Hell Week activities have progressed smoothly. Attendance has been quite a bit higher than last year (90 incl. Coaches as of Thursday). Over 90 swimmers have signed up for the V. I. Regionals so far, which is closing in on the goal of 120 attending. New families and those with younger children may not be familiar with this meet, so the BOD was asked to approach those families at the Campbell River meet (105 Nanaimo swimmers attending) and Sidney meet to help out. James Saunders has prepared a notice on the history of Regionals that will go out to the membership soon. Sheila asked for practice time after B & C's at our pool for Provincial Qualifiers, along with some practice time at the NAC before Regionals (turns at a pool without gutters like the Commonwealth Pool). She and Brian will make a decision re: practice sessions on Aug 2nd (stat. holiday). After some discussion of priorities for staff who work as coaches and a lifeguards, the BOD agreed that they would prefer that all NWRSC coaches attend the V. I. Regional Championships.
 - d. Water Polo:** Steve Elwood reported that the Summer Games water polo team had a good time last weekend and displayed excellent behaviour. They had a tough game schedule but learned much and had an exciting Bronze Medal round game that they lost after running out of steam in the third quarter. Steve E. assured the Board that all NWRSC polo players who want to play will have a chance to at Regionals. There was some discussion of fees for Regional polo games and Steve and others on the BOD will check into this item. He will also be attending the polo tourney at Campbell River on July 23rd. There are many things still to sort out re: Regional and Provincial water polo championship games, but Steve is getting organized and Marise volunteered to help out with forms and rosters.

- e. **Meet Fees:** After some discussion of the need for meet fees to be subsidized this year, the following Motion was made by Kevin, seconded by Jane and carried.

“The BOD agrees to have the club subsidize meet fees for the V.I. Regionals and the B&C Regionals in 2004 so that swimmers will be charged \$2.50 per individual event; and the club will continue to offer relays at no charge.”

- f. **Awards:** Lana reported on progress with the awards for 2004. Costs have gone up 5 to 10% this year for trophies, so she plans to make some changes in the order to stay within budget (\$1500). Jane and Nancy will get details on expenses for the incentives part of the program and see if there are funds left that could be allocated to trophies. Planning for the award and dessert event on September 12th at Beban Park has begun, and Lana will update the BOD at the next meeting.
- g. **Coach Selection Committee:** Bernie reported that mid term coach evaluations have been completed. There was a self-evaluation done this year, along with a discussion session between Brian and other staff, including the junior coaches. Brian recommended that this evaluation be done earlier in the season (end of June) when coaching staff is less busy, and that an evaluation form more specifically suited to swim coaches be used. Bernie will check with other organizations in Canada and the U.S. to find a better assessment tool for next year.

A Motion was made by Lana, seconded by Kevin and carried to accept all the Reports into the Minutes.

5. Old Business

- a. **B & C Championships:** Nancy agreed to be Meet Manager for B&C's, and has agreed that our club will run the concession and the 50-50 draw. The Silent Auction will be offered to another club (Saltspring or Powell River??). She and others will canvass people at the Campbell River meet to get volunteers for this meet, as many key people at the Island meets have "A" swimmers and therefore will not be attending B&C's. A list of confirmed volunteers will be compiled.
- b. **Grant Application:** Nancy applied for a grant from Telus that was recently approved. A total of \$999.63 was approved to purchase mats and bungee cords for swim training. This equipment has been ordered and should arrive before the end of the season. The BOD thanked Nancy for her efforts to obtain this grant.
- c. **Spirit/Social Committee Chair Vacancy:** Lana discussed the importance of having someone to oversee social events within the club. The Chair has not been filled all summer, and there are still several important upcoming events that need organization. A club email will be sent out to the membership asking for help.
- d. **Club Records Board:** There was a discussion of what was happening with the club records board. Sheila thought that it would be important to have this board built in time for V.I. Regionals. Alan said that perhaps the board could be ready in time for B&C's. A Motion was made by Steve, seconded by Alan and carried.

“The BOD authorizes spending up to \$500 for the purchase of a club records board.”
- e. **Employment Issues:** Steve made a Motion that the BOD move into an *“in camera”* session. Only the Board of Directors was present. Marise made a motion to come out of the session, and nothing from that discussion was recorded in the Minutes.

6. New Business - none

7. Upcoming Club Events: Lana reviewed the events for the next two weeks: Campbell River swim meet on July 24-25th, Sidney swim meet on July 31-Aug 1, Spaghetti Dinner and Pep Rally for Regionals on Aug 5th.

8. Calendar of Events – BOD: all in order

9. Adjournment and Date for Next Meeting: The next BOD meeting will be on **Wednesday August 4th**, 7pm at the Lance Room. Lana made a Motion to adjourn the meeting at 935pm. It was seconded by Jane and carried.

Respectfully submitted by
Lana Fitzpatrick
Secretary, NWRSC