

Executive Meeting

September 30, 2021



CALL TO ORDER:

Executive Meeting for West Coast Synchro began at 7:00 pm at Micki Ewert's home and was presided over by Micki Ewert, Treasurer.

ATTENDANCE:

Sarah Fandrich, President
Micki Ewert, Treasurer
Jo-Anne Emery, Secretary

REPORTS:

President: presented by Sarah Fandrich

- New policies have been posted to the website and the members have been informed.
- Contacted former coach but she didn't express an interest in being assistant coach at this time. Will continue to look for assistant coach.
- Reviewed all new BCAS requirements to determine what needs to be revised.
 - The club will not be required to replace "synchro" with "artistic swimming" in the name as we are below the club size threshold.
 - Articles of Incorporation (BC Society Act) have been reviewed and deemed compliant with BCAS requirements.
- Welcomed 4 new members (trial period) and collected fees payment.

Treasurer: presented by Micki Ewert

- Prepared financials to close 2020-21 fiscal year
- Determined fee schedule based on anticipated income and expenses for 2021-22 season
- Negotiated contract with TOL for Walnut Grove pool
- Has reviewed Executive Insurance Policy and will make further enquiries and report back to the executive – and researching alternative options
- Will file the 2020-21 Annual Report online
- Contracted Coach Courtney Armstrong for 2021-22 season
- Communicated with new members regarding club fees and other pertinent info.
- Handling payment of club and members registration with BCAS

Secretary: presented by Jo-Anne Emery

- Registered club and all members (including "temporary" status) in the CAS-reg system
- Distributed "Release of Liability, Waiver of Claims and Indemnity" and "Consent for Emergency Medical Treatment" documents to all members and have received them all back signed by members.
- Updated contact info in the club's Google Contacts list (added new members etc)

- Gathered 2020-21 Waivers for 5-year storage (gave to Micki) and COVID questionnaires for 6 month storage.
- Updated members' files with new waivers and other signed documents.
- Prepared simple form to obtain consent for checking members' vaccine status.
- Updated website with new policies and information.
- Communicated with new members who enquired via Facebook or club website – and created an online registration form to gather their information.
- Communicated with BCAS and TOL regarding revised Covid-19 protocols.

ADJOURNMENT:

Micki Ewert moved to adjourn the meeting at 7:30pm and was agreed upon by the members.



Jo-Anne Emery, Secretary
West Coast Synchro

October 2, 2021

Date Approved