



IN ATTENDANCE:

John Brett
 Jenn Tregale
 Jenn Battista
 Helen Buchanan
 Wendy Winder
 Amanda Osicki
 Amanda Speers
 George P
 Deanna Saarenoja
 Kerry Andersen

 Deirdre Peters

REGRETS:

Shamin Spencer
 Yvonne English
 Sandra Kam

Items																									
1.	Meeting Called to Order 5:09pm																								
2.	Minutes Review and Approval of Agenda Minutes: Motion to approve minutes by Helen. Seconded by Wendy. Motion carried. Agenda: Motion to approve the agenda by Amanda O. Seconded by Helen. Motion carried.																								
3.	<p>Action Items:</p> <table border="1"> <thead> <tr> <th>Who</th> <th>What</th> </tr> </thead> <tbody> <tr> <td>Irene</td> <td>Vulnerable Sector Checks <ul style="list-style-type: none"> • Sterling back checks are now in effect. Irene to investigate further. </td> </tr> <tr> <td>Irene</td> <td>Respect in Sport <ul style="list-style-type: none"> • October 15th deadline for Respect in Sport to be completed. </td> </tr> <tr> <td>Jason W</td> <td>Grant Writing – Kam is willing to help but requires guidance</td> </tr> <tr> <td>Jenn B and Jenn T</td> <td>Revise tiered clothing document</td> </tr> <tr> <td>Amanda O</td> <td>Seasonal Fundraising Document - complete</td> </tr> <tr> <td>Shamin</td> <td>Welcome Back Potluck <ul style="list-style-type: none"> • Cancelled this season due to weather. </td> </tr> <tr> <td>Irene</td> <td>Concussion Protocol to be signed off by all members <ul style="list-style-type: none"> • Due date: October 15th, 2019 </td> </tr> <tr> <td>Wendy / Trisha</td> <td>Trisha recommended an AQB Member Facebook - Wendy and Trisha to work together to make it happen.</td> </tr> <tr> <td>Kerry / Shamin / John</td> <td>Establish a committee to develop a strategy for obtaining the required pool space to keep the club running during desired times in the event of reduced pool space at Repsol due to upcoming renovations and/or potential pool closures. The strategy should include both short and long-term options as well as a prioritized list of pool options.</td> </tr> <tr> <td>Helen</td> <td>Official change of AQB name with Registry, AAS, CAS, Insurance, bylaws, policies etc... A possible 6-8 month wait time for Registry.</td> </tr> <tr> <td></td> <td></td> </tr> </tbody> </table>	Who	What	Irene	Vulnerable Sector Checks <ul style="list-style-type: none"> • Sterling back checks are now in effect. Irene to investigate further. 	Irene	Respect in Sport <ul style="list-style-type: none"> • October 15th deadline for Respect in Sport to be completed. 	Jason W	Grant Writing – Kam is willing to help but requires guidance	Jenn B and Jenn T	Revise tiered clothing document	Amanda O	Seasonal Fundraising Document - complete	Shamin	Welcome Back Potluck <ul style="list-style-type: none"> • Cancelled this season due to weather. 	Irene	Concussion Protocol to be signed off by all members <ul style="list-style-type: none"> • Due date: October 15th, 2019 	Wendy / Trisha	Trisha recommended an AQB Member Facebook - Wendy and Trisha to work together to make it happen.	Kerry / Shamin / John	Establish a committee to develop a strategy for obtaining the required pool space to keep the club running during desired times in the event of reduced pool space at Repsol due to upcoming renovations and/or potential pool closures. The strategy should include both short and long-term options as well as a prioritized list of pool options.	Helen	Official change of AQB name with Registry, AAS, CAS, Insurance, bylaws, policies etc... A possible 6-8 month wait time for Registry.		
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4. **President Update – John Brett**
 AGM Preparation – One slide / director

- A template has been provided to use to create PowerPoint Slides for the AGM. Thank you Jenn B for the template and Jenn T for customizing it and for getting us started.
- Please send your slides to Deanna ASAP to compile.
- AGM Agenda and supporting pre-read documents will be sent out this weekend to all members.
- Look for a final draft of the PowerPoint in your inbox early Tuesday October 15th.

New Board Members

- Treasurer – Deirdre Peters and Rod Egert have both expressed an interest in this Board Position. At our AGM on October 16th, the membership will vote to decide which of these two qualified candidates will assume the Treasurer Role from Jenn B.
- Director of Ops – Amanda is looking for someone to shadow the role this year and take over next season.
- Secretary – Deanna will carry on for the next 2-year term
- Director of Public Relations – Trisha P has been shadowing Wendy and is preparing to take on this role
- Director at Large (Recruiting) – Jason Spratt is prepared to assume this role
- Director at Large (Non-Member Fundraising) – Jason Wordie is prepared to assume this role
- Registrar – Gaelle will shadow Shamin this year and assume the role during the 2020-2021 season

5. **Head Coach Report – Jenn Tregale**
 Run for the Cure:

- Event was a success and we’re planning to keep it for next season!
- We should make our own shirts next year.

Things are moving along after team selection.

Solos and duets have started.

Highlight and Combo teams were announced tonight.

Clothing Orders are in the works.

Rule of 2 Policy – please see attachment for details.

- Jenn B moved to approve the Rule of Two Policy as attached. Seconded by Shamin. Vote was held via email. Motion was Carried.
- Policy was formally adopted by the AQB board of directors on October 11th, 2019.

6. **Treasurer Update – Jenn Battista**
 All payroll remittances are up to date.

Review of ‘pre-read’ materials sent out to members for the board meeting. See attachments.

Additional details for board members. See attachment

2018/2019 Budge to Actuals as of June 30th, 2019

Item	Actuals	Budget	Projected Variance
Revenue	\$340,481	\$572,553	\$0
Expenses	\$87,403	\$595,611	\$0
Fundraising			
Total	\$253,078	\$(23,308)	\$0

Shape Camp and Rule the Pool Profitability – Summer 2019

Item	Shape Camp	Rule the Pool	Total
Revenue	\$7,875	\$20,680	\$28,555
Expenses	\$6,279	\$10,860	\$17,139
Total	\$1,596	\$9,820	\$11,416

Jenn moves that this budget be presented to the membership. Helen seconds. 6 in favor, 1 abstains. Motion Passed.

7. **Vice President Update – Helen Buchanan**
Dare to Care Seminars still need to be booked for our younger PS athletes as well as our Coaches and Board of Directors.
 - We received a grant from Husky Energy to pay for these seminars
 - PS and NS Athletes 13+ will be October 24th at Repsol. Helen will attend with the athletes.

8. **Past President Update – Sandra Kam**
 John received a Letter of Resignation from Sandra on October 8th. Effective immediately, she is stepping down from her position as Past President.

 Thank you Sandra for your years of dedication to our club and the sport of Artistic Swimming. It has been greatly appreciated.

9. **Director of Operations Update – Amanda Speers**
Information Items:
 Meet planning for the 2019-2020 season has begun and we can provide the following dates for the hosted meets:

City of Calgary Figures - November 30th – Sanction Submitted and Pending
 - Currently we have 161 athletes registered and there is a possibility of more. Please see decision items.
 - Competition Fees for Provincial Stream athletes will be \$38 and \$42 for National Stream athletes. This is higher than AAS fees in order to cover pool costs.

Lethbridge has decided against a joint meet. They have told me that they want to host on their own. The PS **Wildrose Classic and Masters Provincials will be April 17-19, 2020**

AQB Invitational Routine End of the Year Meet (AKA: Aquabelle Challenge) – May 23, 2020
 - AAS has some concerns about sanctioning this meet for a number of reasons:
 o There is an AAS AGM Board Meeting on the 23rd, which would limit the amount of officials that would be available for this meet.
 o Trails for 13-15 Provincial Teams will be around the same time
 o There is an expectation that there should be a significant break after Nationals
 o Younger athletes should start registering and considering other sports for the summer to align with LTAD
 o Rural clubs and smaller clubs that may have attended this meet may not have pool time beyond nationals
 o How do we approach the change in training with one more meet after Nations have already happened?
 o For Solos and Duets that did not qualify to continue after Qualifier, will they be swimming at this meet?

- AAS is recommends this proposed meet becomes a Water Show and not a Competition
- Jenn T, Amanda S and John will respond to AAS's concerns and update us when a decision has been made.

Looking way ahead: I am still awaiting a bid package for the 2021 Canadian Qualifier, but we intend to bid on it as soon as we further information.

Decision Item:

Killarney Synchro has requested to register 17 pre-competitive athletes in the U10 event. We did not have intentions to make this a pre-comp or semi comp meet and AQB does not plan on submitting our semi comp athletes in this competition.

The pool rate is significant and with our small numbers, Amanda moves to accept these athletes and open it up to more pre-competitive athletes and semi-comp athletes. Please note we are still awaiting CWC's Registration. Jenn B seconds. Motion carried.

With Killarney's 17 Athletes it will add an additional 25 minutes to the schedule.

2019 City of Calgary Figures Meet Budget:

We stand to make a profit of \$710.42. Details are as follows:

Revenue: \$6,786.00 (registration fees)

Expenses: - \$6,075.58

- Pool rental: \$4,745.58 (payable to Repsol)
- Officials Accomodation: \$500.00
- Judges' Hospitality: \$600.00
- Office Supplies: \$200.00
- Sanction Fee: \$30.00

10. **Director of Revenue Update – Amanda Osicki**

INFORMATION ITEMS

Bingo Revenue Status

2018-2019 Season							2018-19 Season					
Month	# of Events	Shifts		Payout per Event		Bank Deposit from Bingo Palace	Credits Issued for Paid Shifts	AQB Revenue		AQB NET Revenue	RUNNING TOTAL	WORKER PAYOUT
		Acct Credits	2018/19	2019/20	AQB NET Revenue			RUNNING TOTAL				
July	4	40	\$ 1,210.10	\$ 1,731.97	\$ 6,927.88	\$ 2,860.00	\$ 4,067.88	\$ 4,067.88	\$ 4,420.40	\$ 4,420.40	\$ 420.00	
Aug	3	30	\$ 1,828.82	\$ 1,301.75	\$ 3,905.25	\$ 2,075.00	\$ 1,830.25	\$ 5,898.13	\$ 4,296.46	\$ 8,716.86	\$ 1,190.00	
Sept	3	30	\$ 4,447.09		\$ -		\$ -	\$ 5,898.13	\$ 12,801.27	\$ 21,518.13	\$ 1,540.00	
Oct	3	30	\$ 2,655.14		\$ -		\$ -	\$ 5,898.13	\$ 7,580.42	\$ 29,098.55	\$ 885.00	
Nov	5	50	\$ 904.14		\$ -		\$ -	\$ 5,898.13	\$ 2,345.70	\$ 31,444.25	\$ 2,175.00	
Dec	4	40	\$ 1,836.90		\$ -		\$ -	\$ 5,898.13	\$ 4,717.60	\$ 36,161.85	\$ 2,630.00	
Jan	4	40	\$ 1,392.00		\$ -		\$ -	\$ 5,898.13	\$ 3,198.00	\$ 39,359.85	\$ 2,370.00	
Feb	3	30	\$ 1,126.69		\$ -		\$ -	\$ 5,898.13	\$ 1,375.07	\$ 40,734.92	\$ 2,005.00	
Mar	3	30	\$ 1,918.75		\$ -		\$ -	\$ 5,898.13	\$ 3,751.25	\$ 44,486.17	\$ 2,005.00	
April	3	30	\$ 1,882.39		\$ -		\$ -	\$ 5,898.13	\$ 3,502.17	\$ 47,988.34	\$ 2,145.00	
May	3	30	\$ 1,686.07		\$ -		\$ -	\$ 5,898.13	\$ 2,913.21	\$ 50,901.55	\$ 2,145.00	
June	3	30	\$ 1,659.28		\$ -		\$ -	\$ 5,898.13	\$ 2,832.84	\$ 53,734.39	\$ 2,145.00	
	41	410			\$ 10,833.13	\$ 4,935.00	\$ 5,898.13		\$ 53,734.39		\$ 21,655.00	
			Keno Revenue - October 2019									
			Keno Revenue - April 2020									
			Return of Fixed Fee Overage - Dec 2019									
			TOTAL		\$ 10,833.13	\$ 4,935.00	\$ 5,898.13					

- Aug payout was \$1301.75 per event

	<p>Calgary Flames 50/50 Application</p> <ul style="list-style-type: none"> • We have been awarded a Flames 50/50 date! Thursday Jan 9th 2020. We need 35 volunteers to be there at 5pm. • Not quite as lucrative as we hoped. • Pay is a guaranteed \$1500 and then an additional 3% of everything we sell over \$15,000 • Needs to be presented as a fun night out for the club parents with the bonus of earning a little money. <p>Pie Junkie Fundraiser</p> <ul style="list-style-type: none"> • Went OK... about 8 families participated. I would run it again, Pie Junkie was great to work with. Maybe actual pies would sell better than vouchers? <p>Purdy's</p> <ul style="list-style-type: none"> • Danielle Burns is running this fundraiser again and will have catalogues available at the AGM to hand out. <p>Grocery Cards</p> <ul style="list-style-type: none"> • I had to extend the deadline to get enough orders to make a go of it but we should see a small return. <p>Bottle Drive</p> <ul style="list-style-type: none"> • Should I reschedule for the Holiday Water Show? <p>Swim-a-thon</p> <ul style="list-style-type: none"> • Do we have a date? Not yet. • I have a volunteer at both National and Provincial to organize, just need a date to give them to start planning.
11.	<p>Registration Update – Shamin Spencer and Irene Winter Numbers are changing daily. At our November 4th Board Meeting, firm numbers will be communicated.</p>
12.	<p>Recruitment Update – Yvonne English Slides have prepared for the upcoming AGM. Plans are in the works to make a smooth transition to our new Director at Large in charge of Recruiting.</p>
13.	<p>Marketing Update – Wendy Winder Slides have prepared for the upcoming AGM. Wendy has been working with Trisha to ensure a smooth transition for our new Director of Marketing.</p>
14.	<p>Individual / Corporate Sponsorship – George P Jason Wordie will be making a presentation at our AGM to introduce the Non-Member Fundraising Group.</p>
15.	<p>Provincial Stream Updates – Kerry Andersen & Jenn Battista</p> <p>1) PS swimmers by age</p> <p>Below are the swimmers by team. Note – we had 1 swimmer change from Semi Comp to Novice this month.</p> <ul style="list-style-type: none"> • 10&Under – 6 • Novice – 9 • 11-12 – 9 • 13-15 – 8 • 16-20 – 6

2) **Extra Routines**

This season we have dramatically fewer extra routines than last year, with only 6 routines compared to 14. This is due primarily to the following factors: (1) limited pool space/time due to Inglewood pool closure, (2) coach and swimmer availability during our pool times, (3) Swimmer interest – fewer swimmers expressed interest on their registration, (4) a conscious decision to give extra routines only where they are in the best interests of the athlete – e.g. where athletes would benefit more from figure time instead of routine, we have encouraged them to spend extra time each week on figures instead of doing an extra routine.

The 6 extra routines at PS are as follows:

- 1 16-20 Duet (Nicole & Kate)
- 1 16-20 Solo (Jojo)
- 1 13-15 Duet (Charlie and Hanna)
- 1 11-12 Duet (Mae and Electra)
- 1 11-12 Solo (Abby)
- 1 Novice Solo (Harmony)

3) **PS Coach update**

All PS coaches have met their coach compliance requirements as of Oct 1, 2019.

4) **September high level summary**

September has been a busy but good month for the PS program. The teams are now in full swing with all teams progressing as expected for this time of year on their figures and choreography. Team selection for the 11-12 and 13-15 teams was also completed this month. While there were a couple disappointed girls, there is nothing of note to bring to the board at this time.

Regarding the 11-12 team, due to some swimmer circumstances, we have decided to swim an 8 man team through the end of January, possibly February. After which the goal is to change the patterns to 9 and swim all 9 swimmers. The impacted swimmers and their parents have all been met with 1:1 and the rest of the team members will be advised on Monday at practice. All conversations went well and while the individuals and families involved are disappointed, there is nothing of note to bring to the board at this time.

Due to the wide range of skills on the 11-12 team, and in order to promote ongoing coach development, we have made arrangements to have a second coach attend the figure and routine portion of most of the 11-12 practices through the end of December to start. The cost of this additional coaching time will be offset either by reduced hours being charged by the PS Coordinator. Below are the details of who will be assisting:

- Mondays – Jojo Andersen
- Tuesdays & Thursdays – Oxana or Elladee
- Fridays – Jenn D will assist where she can (not necessarily every week).

The girls trying out for the Alberta Winter Games team had their first practice yesterday – Oct 6, 2019. We have also made a decision to change the routine that the AWG team will be swimming from the Country routine to the Circus routine in order to be more competitive with teams from Killarney and the Winter club. The try out period for the team runs until Nov 10 at which point the team will be selected and only the 8 girls selected will continue forward with practices in preparation for trials in December in Edmonton.

16. **Other Business**

Board Meetings for the upcoming season will occur each month on alternating Mondays or Tuesdays. Upcoming meetings are on the following dates:

Tuesday December 10th
Monday January 6th
Tuesday February 11th
Tuesday March 3rd
Monday April 6th
Tuesday May 19th
Monday June 15th

Next Meeting:

- Monday November 4th, 2019