



Annual General Meeting Agenda

Friday February 7, 2025

8:00pm

Held via Teleconference on the Microsoft Teams Platform

1. Welcome – Christina Baker Sutton

- Meeting called to order at 7:20pm with quorum
 - Membership for the 2024-25 is 83 voting members
 - As per the constitution quorum is 20 or 25 percent of members, whichever is less. Therefore, the quorum is 21.
- Welcome to the AGM
- Minutes will be sent to membership a few days after the meeting as well as be posted on our website

2. Meeting Instructions – Christina Baker Sutton

- Explanation on how virtual meeting will be conducted
 - Everyone remains on mute please
 - Please make sure your name and team/teams are listed as well
 - Please use the “Raise Hand” feature if you wish to ask a question, this can be found under the “reactions” button on the bottom tool bar.
 - Voting procedure: 6 voting items plus 1 practice vote. All questions need to be answered for each vote.

3. Test Vote – Christina Baker Sutton

4. Approval of Minutes from the AGM held on Friday March 15, 2024 – Christina Baker Sutton

- Christina makes a motion to approve the minutes from the AGM held on Friday March 15, 2024 as written.
- Seconded by: Chantal Bidal and Sarah Martin
- Motion carried: 11 votes have responded Yes which carried the motion forward

5. Approval of tonight’s Agenda (Friday February 7, 2025 – Christina Baker Sutton)

- Christina asks if there are any additions to the agenda – Christina will be providing the head coach report on behalf of Holley since she is not able to attend
- Christina makes a motion to approve the agenda with additions if there are any or as written
- Seconded by: Cheryl Kasper and Sarah Gowdy Martin
- Motion is carried: 13 Responses of Yes

6. Head Coach Report – given by Christina on behalf of Holley

- The Season is going extremely well.
- Coaches are working together to make sure that they all understand the new system and all the changes
- If families have questions or concerns, please make sure you reach out directly to Holley

7. President – Christina Baker Sutton

- Thank you again for taking time to attend this AGM
- We will look for new options for future virtual calls to make it easier for access

- Our club has seen some growth in different areas and seen a shift where swimmers have come and gone after the season started. This change has been seen throughout the province and there seems to be a bit of shift. We are also back as a National Stream Club in the Youth age group which provides another choice and option for our athletes.
- Our number of swimmers is similar to last season:
 - Competitive Swimmers (Regional League, Provincial (including adaptive), Master Streams): 85
 - Recreation Swimmers (Fall + Full Season (including adaptive): 29
- We continue to work with OAS to move the sport forward and see better organization streaming from the top in terms of communication and getting information out to families as soon as possible. There is a lot of work to still be done in this area.
 - OAS is working on a partnership with Quebec Synchro for RL crossovers to make the East events have a higher number of teams.
 - DASC is making suggestions on the change of boarders since East and West are small and Central is over run
- We hosted a meet in May of 2024 – this was a ton of work but brought additional revenue to the club which was able to return a small amount to Provincial swimmers of the 2023-24 season as well as set up two reserve funds to be used this season and future seasons – one for coach and swimmer development and another one for sound equipment as our underwater speakers are on their last legs.
 - OAS has since changed their meet hosting bidding process, it will now take place in September for the following season (example in September 2025, bids will go in for the 26-27 season).
- We are working on developing a strategic plan for the club that will outline short- and longer-term goals for the club. This will help us be more effective to move forward.
- Durham continues to operate as a family and that is showcased at the different comps – we are lucky to have a club full of talented coaches and dedicated families. If you have any questions, suggestions or feedback, please do not hesitate to contact Christina directly.

8. Outgoing Executive Members and Executive Candidacy – Christina Baker Sutton

- A big thank you Michelle (Recreation) for all her hard work and commitment over the years.
- The following members have put forth their name for the 2024-25 season:
 - President – Christina Baker Sutton
 - Vice President – Catherine Switzer
 - Secretary – Sarah Gowdy Martin
 - Equipment Coordinator – Lindsay Weiland
 - Sponsorship Coordinator – Jessica Pimm
 - Registrar Coordinator – Chantal Bidal
 - Recreation Coordinator – Kathleen Chiu
 - Bingo Coordinator – Drinda Gomes
 - Travel Coordinator – Hillary Jones
 - Fundraising – Amy Verwey
 - Treasurer - Sath Nandakumar
- The following roles currently set vacant:
 - Communications – this is not a voting member of the board

Motion

- Christina makes a motion to vote for the people mentioned above in as the Executive of the 2024-2025 season.
 - Seconded by: Jessica Pimm and Cheryl Kasper
 - Motion carried: 10 votes of Yes

9. Review of Financial Report and Vote to Accept Financial Documents– Christina Baker Sutton

- Christina reviews the notice to reader that Dana Snedden, CPA, CGA prepared
- The club ended 2024 in the positive, of the 44,800 dollars, this is from the meet hosting that was not finalized as well as deferred revenue from registration fees as well as summer TRY program.
- On the Statement of Operations – The Summer Camp Fees include the registration fees and access meet hosting revenue as it is a deferred line that has been previously set up.
- On the Statement of Operations – The insurance line is no longer active because OAS does not charge for insurance separately, it is included in our club registration fees now.
- Questions

Motions

- Motion made by Christina to accept the financial documents as prepared by Dana Snedden, CPA, CGA
- Second by: Kathleen Chui and Amy Verwey
- Motion Carried: 11 votes yes

10. Review of 2024-2025 Budget and Vote to Accept Budget – Christina Baker Sutton

- Reminder of how fees are calculated – bucket rate
- Overview of the different costs
 - Fundraising is an estimate – we will be doing MacGregors Meats in the Spring – details to come soon.
 - Other estimates based on previous years include Sponsorship, Bingo and Water shows
 - Coaching fees (including coaching at meets), meet registration fees and travel do not include national team’s travel as well as the teams traveling to Winnipeg. These costs will be paid directly by the participating teams.
 - Deferred Revenue line and Professional Development balances – this is part of the coaching development reserve that was set up and is being spent.
 - Fees – 10U and JR are still in range of the season projections, however their September to Jan fees were set low and therefore monthly fees increased more than we would like to see. These team families can spread out their payments over more months if that works better for them. I apologize that this was not caught during the projection review.
- Questions: none were raised on the call.

Motions

- Motion made by Christina to accept the 2024-2025 budget as presented
- Second by: Hillary Jones
- Motion Carried: 13 votes yes

11. Questions, comments, concerns

- Judy Dong asked if there is interest in club having headsets for the athletes so they can get individual feedback. Action: Christina will raise with coaches and the board to see if interest

12. Motion to Adjourn Meeting – Christina Baker Sutton

- Motion made by Christina to adjourn meeting at 8:47
- Second by: Jessica Pimm
- Motion Carried: 12 votes yes