



SWIM PEI

Minutes - Board of Directors Meeting

Date | time June 11, 5:05pm | *Meeting called to order by* Mitch O'Shea

Call to Order

Attendance: Mitch O'Shea, Marguerite Middleton, Katherine McQuaid, James Profit, Lisa MacKay (E.D.); all via Zoom meetings. Pierre Lafontaine joined for the discussion on Return to Swimming.

Regrets: None

Approval of Agenda

Motion to adopt the agenda as presented. Moved by Mitch O'Shea, seconded by James Profit, **motion carried.**

Review / Approval of Minutes from Previous Meeting

Minutes of the April 23, 2020 meeting were presented. Motion to approve the minutes as presented. Moved by Mitch O'Shea, seconded by James Profit, **motion carried.**

Reports

President Mitch provided a verbal update on his participation in the recent Presidents Council call. Majority of the discussion surrounded Return to Swimming and the various challenges around this. He is working closely with E.D. Lisa on PEI's return to swimming.

Executive Director Lisa provided a verbal update on recent activities, most of which are agenda items.

Finance

- Financial Statements – Treasurer, Marguerite presented current financial statements and a proposed budget for 2020-21 fiscal year. Motion to approve the financial statements and the 2020-21 budget. Moved by Marguerite Middleton, seconded by Katherine McQuaid, **motion carried.**
- Swim PEI Fees 2020-21 – Motion that the Swim PEI Fees remain the same as in 2019-20 with no increase. Moved by Marguerite Middleton, seconded by Katherine McQuaid, **motion carried.**
- Canada Games Legacy Funding allocation – Swimming has been granted a total of \$15, 575 for the 2020 calendar year. The Technical Committee meet to review the awarded funding against the application and recommend the funding be spend as follows:

- Athletes - \$1,250 to strength & conditioning, mental skill development and \$1,250 to stroke development camps.
- Coaches - \$1,875 personal / professional development.
- Officials - \$1,200 training / development
- Employment - \$10,000 supports Provincial Head Coach/ Technical Director costs.

Moved that the Canada Games Legacy funding be directed as recommended by the Technical Committee. Moved by Mitch O'Shea, seconded by Katherine McQuaid, **motion carried.**

- PEI Amateur Sport Support Application – The Technical Committee is recommending that Swim PEI make application to the ASSP for Operational grant only. Swim PEI has \$4,000 in unspent grant money for Participation category (12 & under swimmers) designated for clinics. The Province will accept Participation Grant Applications until December 2020. The Technical Committee will meet again in the Fall to discuss applications prior to the deadline. Note: High Performance funding is granted on a three-year plan, no requirement to apply this year. Moved that the Board support the recommendation of the Technical Committee regarding the submission of the ASSP Applications. Moved by Mitch O'Shea, seconded by Marguerite, **motion carried. ACTION – Lisa & Marguerite complete the application process.**

Return to Swimming

- Return to Swimming (R2S) Plan - has been the focus of the Presidents Council and ED Council over the past number of weeks. Swim PEI will develop its own Return to Swimming Plan, which will include the recommendations contained within the SNC document and adhere to the PEI Chief Public Health Office. Each club will be required to submit a plan to Swim PEI adhering to the SNC, SPEI & CHPO recommendations and the requirements of each training facility. **ACTION – Lisa & Pierre, to develop a draft R2S document to the board for next week.**
- Club request for financial support – Currently there is no funding allotted to assist clubs with programming costs. The unused funding carried forward is designated for specific training and activities. Heritage Canada (Sport Canada) is providing funding to each province to support sport with COVID related issues. There may be an opportunity to access this for club support, but we won't know until the funding is announced in PEI. **ACTION – Mitch to write a letter to the clubs.**

Operational

- Canada Games – Assistant Coaches – Canada Games has finalized the certification requirement for the Assistant Coaches. Moved that the Assistant Coach Job Description be amended to reflect the required qualifications and post an advertisement to the web site. Moved by Mitch O'Shea, seconded by James Profit, **motion carried.**
- Calendar of Events – Deferred to September meeting.

Governance

- Para/Special Olympic representative on High Performance Steering Committee – Deferred to September meeting.
- Swimmer Assistance Policy – Deferred to September meeting.
- Appeals Policy - Deferred to September meeting.
- Awards Committee Terms of Reference – Deferred to September meeting.

Next Meeting

Wednesday, September 2, 2020 at 5:00PM. Location TBD

Meeting Adjourned

Adjournment 7:05PM

These minutes are certified to be a true representation of the business conducted by the Board of Directors.

President, Mitch O'Shea

Treasurer, Marguerite Middleton

September 9, 2020

Date