



# SWIM PEI

## Minutes - Board of Directors Meeting

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*Date / time* October 29, 2019 at 7:30pm | *Meeting called to order by* Mitch O'Shea

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### In Attendance

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Mitch O'Shea, Marguerite Middleton, Katherine McQuaid, Lisa MacKay (E.D.)

Regrets: None

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### Call to Order and Welcome of New Board Members

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Meeting was called to order at 7:30pm, shortly following the end of the Annual General Meeting. A discussion followed with suggestions of individuals who could be approached with the goal to add more members to the Board in the coming months.

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### Approval of Agenda

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Motion to adopt the agenda as presented. Moved by Marguerite Middleton, seconded by Katherine McQuaid. Motion Carried

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### Approval of Minutes from Previous Meeting

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Minutes of the September 18<sup>th</sup>, 2019 meeting were presented. A correction was made.

*Marguerite to prepare \$50 reimbursement cheque should state Marguerite to prepare \$50 payment to the evaluator.*

Motion to adopt the minutes with correction from September 18, 2019. Moved by Marguerite Middleton, seconded by Katherine McQuaid.

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### Business Arising

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- A. Competition Software Issues, update** – Meet Manager 7.0 software has been purchased, and provided to both clubs. Summerside had successfully installed it and used it to run the Halloween invitational.
  
- B. Annual Awards, Update and Feedback** – The awards were presented pool side prior to the start of the Halloween meet in Summerside. Feedback included: difficulty hearing, rushed event, many missing award winners. The selections committee struggled with the criteria and difference between the Honourary Lifetime Achievement Membership award and the David Mills Memorial Award. **ACTION** – *Lisa will pull the Awards Terms of Reference document for review and discussion with Awards Selection Committee and make recommendations to the Board for the spring Board meeting.*

C. **Funding Update** – the Division of Sport, Recreation and Physical Activity

PEI Dept. of Health and Wellness represented by John Morrison, Director and Jo-Anne Wallace met with Mitch, Marguerite, Lisa and Pierre (by phone) on October 17, 2019. The purpose of the meeting was to provide an update to the province on how our programs were progressing for the 2019/20 season as it related to the funding that was provided by the Province. Items of note that came from the meeting include:

- Carry over of \$5,000 from the previous year can be reclassified
- We can move money around inside the Performance Fund envelope.

Overall the meeting was positive, providing John and Jo-anne with good information about the challenges that Swim PEI is facing trying to grow our sport.

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## Reports

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Written reports had just been provided at the AGM.

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## New Business

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- A. **High Performance Athletes** – this item is a follow up to a discussion had during the AGM regarding funding for High Performance athletes. There is funding available for these athletes to attend events as defined in Swim PEI Policies. **ACTION** – *Pierre to prepare a list of currently identified HP athletes as well as a list identifying potential HP Athletes.*
- B. **Canada Games** – Mitch and Lisa attended a Provincial Canada Games Committee meeting on November 20<sup>th</sup>. Presenters, Jo-anne Wallace provided updated information regarding the 2021 Canada Games. Swim PEI was provided with the current version of the approved technical package, deadlines for submissions to the province: Appeals & athlete selection policies are due December 31, 2019, Team Officials to be selected by Feb 5, 2020, Final team selected by July 4, 2021.
- *Athlete selection policy in at draft 5.0 – needs some language updates and some dates to be finalized*
  - *Appeals Policy is in place – should be reviewed to ensure it is still appropriate.*

**ACTION** – *Marguerite to provide Lisa with Job Descriptions of Team Officials from past Canada Games. – Lisa to review and update for approval at the January Board Meeting.*

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## Other Business & Correspondence

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## Next Meeting

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January 22, 2020 at 5:00PM

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Meeting Adjourned

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Adjournment 8:30pm

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

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President, Mitch O'Shea

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Treasurer, Marguerite Middleton

January 29, 2020  
Date