



SWIM PEI

Minutes - Board of Directors Meeting

Date | time September 3, 2024 | *Meeting called to order by* D. J. Welton

Call to Order: 6:23PM

Attendance: DJ Welton, Marguerite Middleton, Katherine McQuaid, Nicola Reynolds, Mitchell O'Shea, Angela Oatway, Robin Loyola (ED),

Regrets: James Profit, Lisa MacKay

Approval of Agenda

The agenda was circulated prior to the meeting.

It was Moved to approve the agenda, moved by Angela Oatway, seconded by Katherine McQuaid, **motion carried.**

Review / Approval of Minutes from Previous Meeting

Minutes of August 7, 2024, were circulated in advance of the meeting. It was moved by Katherine McQuaid and seconded by Marguerite Middleton that the minutes be approved as circulated

Reports

Chair, DJ Welton welcomed Robin Loyola in her new role as Executive Director. DJ provided a verbal report to the Board including that he attended the Presidents Council Committee meeting on August 27th, which was very positive and successful.

Executive Director, Robin Loyola provided a written report in advance of the meeting. All discussion items are reflected in the agenda.

Finance

The fiscal year-end was August 31, 2024, and members are reminded to finalize all expenses and projects as soon as possible.

Governance

Nomination Committee – Mitch O'Shea chair of the committee reported that there are 4 Directors positions whose terms are up for election they are DJ Welton, Lisa MacKay, Marguerite Middleton and Angela Oatway. The Nomination Committee will be reaching out to the swimming community to determine if there is interest in joining the Board. A Nomination Report will be provided in advance of the AGM.

Swim PEI Policies – There are a number of Swim PEI policies that are scheduled for review. It was tasked to the Executive Director to create a list and provide recommendations to the board for review and updates.

Operational

- Calendar of Events – the calendar of events was circulated in advance of the meeting. It was moved by Marguerite Middleton and seconded by Katerine McQuaid that the calendar of events be approved as circulated. **Motion Carried.**
- Website – The redesign is in the final stages of the build and training for the staff will commence shortly.

Next Meeting

October 15, 2024 in person with a virtual option.

Meeting Adjourned

Adjournment 7:40pm

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

Chair, D.J. Welton

Secretary / Treasurer, Lisa MacKay

Date