

**Masters Swimming Ontario**  
**Annual General Meeting 2003**

Sunday, October 19, 2003

Etobicoke Olympium Lounge, 590 Rathburn Road, Etobicoke, Ontario

9:30 am – 12:00 noon – Education Forum (details soon)  
12:15 pm – 1:15 pm – Luncheon (free for MSO Members)  
1:30 pm – Annual General Meeting (all welcome)  
(all times approximate until further notice)

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## **Notice of Annual General Meeting**

Notice is hereby given that the Annual General Meeting of Masters Swimming Ontario shall be held at the Etobicoke Olympium, 590 Rathburn Road, Etobicoke, immediately following the conclusion of the AGM Luncheon on Sunday, October 19, 2003.

The AGM shall be held for the following purposes :

1. To receive and consider the financial statements of the Association for the fiscal year ended August 31, 2003;
2. To elect Directors;
3. To appoint Auditors; and
4. To transact such other business as may properly be brought before the meeting or any adjournment thereof.

Annual reports from Task Forces, Committees, External Representatives and Volunteer Staff, a blank Notice of Motion form and a blank Nomination / Consent to Serve form accompany this notice. In addition, the list of currently serving Directors, new nominations and an explanation of the voting procedure are attached. The Association's financial statements are currently being audited and will be presented at the AGM.

All members, including Unattached Members, are encouraged to attend.

Voting Delegates are required to sign the Register and record the number of votes they represent for their Member Club.

Dated at Toronto, Ontario, August 18, 2003  
By Order of the Board of Directors  
Michael Stroud  
President, MSO

## **Board of Directors 2003 - 2004**

The affairs of the Association shall be managed by a Board of Directors consisting of nine (9) Directors, each to serve for a term of 2 years. Five (5) Directors in numerically odd years and four (4) Directors in even years shall be elected by the duly authorized Delegates at the AGM.

To complete their two year terms, there are four returning Directors, as follows :

Chris Cupidio  
Charlie Lane  
Lesley Mason-Ward  
Michael Stroud

The four Directors whose terms have expired are as follows :

Mary Brinklow  
Claus Koch  
Shona MacLachlan  
Sue Weir

And there is one resignation as follows :

Pat Davis

Therefore there are five positions open for the year 2003 - 2004.

Nominations have been received from the following Members :

Don Burton - Guelph

Further nominations are welcome and must be submitted on the appropriate Nomination / Consent to Serve Form (attached), and received by the Registrar, Box 8, 552 Church Street, Toronto, Ontario, M4Y 2E3 by Monday, October 13, 2003.

Additional nominations, if properly submitted and approved by the Delegates to the AGM, may be entertained from the floor at the AGM.

## Notices of Motion

The following Motions have been received and will be presented at the AGM

Whereas, the value of the review (and not an audit) performed by Withey Addison for the fiscal year 2001-2002 was not satisfactory, it is hereby moved :

Motion : That Withey Addison be removed as Auditors of MSO for the fiscal year 2002-2003.  
Moved by Chris Cupidio. Seconded by Michael Stroud

Whereas, Schwartz Levitsky Feldman is an accounting firm well known to the MSO Treasurer, it is hereby moved :

Motion : That Schwartz Levitsky Feldman be appointed Auditors of MSO for the fiscal year 2002-2003 at a remuneration to be fixed by the Board of Directors.  
Moved by Chris Cupidio. Seconded by Michael Stroud

Motion : That Schwartz Levitsky Feldman be appointed Auditors of MSO for the fiscal year 2003-2004 at a remuneration to be fixed by the Board of Directors.  
Moved by Chris Cupidio. Seconded by Michael Stroud

## Voting Procedure

Only registered Members of MSO may vote as Delegates at the AGM. One Delegate may represent all the votes of that person's Club, or where a Club has more than one vote, it may spread its votes amongst more than one of its members. For Member Clubs having two (2) or more Members in good standing, the votes are allotted as follows.

Registered Members	Votes Allotted
2 - 24	1
25 - 49	2
50 - 74	3
75 and over	4
Unattached Members (as a group)	1

## Agenda

01. Welcome, Quorum, Roll Calls and Vote Tabulation
02. Acceptance of Agenda
03. Acceptance of the 2002 Annual General Meeting Minutes
04. Business Arising from the 2002 AGM Minutes
05. Annual Reports from Task Forces, Committees, External Representatives and Volunteer Staff
06. Notices of Motion
07. A Discussion of Masters Swimming Canada and the Role of MSO in MSC \*
08. A Discussion of Residency and Registration Requirements for MSO Record Holders \*
09. The Presentation of the MSO Strategic Plan \*
10. New Business
11. Termination of Outgoing Directors
12. Election of Directors
13. Appointment of Auditors
14. Adjournment

\* Additional Information and/or Position Papers will be circulated prior to the AGM

## President's Report

I began the year with 2 unspoken, private goals

- i) having seen the stress caused by the Swim Ontario debate on my friends, the Directors of MSO, I hoped to deflect that stress in 2003, and
- ii) having seen the Board concentrate on that one issue almost exclusively, I hoped to refocus the Board on the Masters Swimmers in the province

As it turned out there was very little stress from Swim Ontario to be deflected – total capitulation on our part apparently restoring harmony between the 2 organizations. I have been in contact (voice/email) with Ted Hayes (SO President) and I met with Lea Bredschneider (SO Executive Director). Special thanks to Claus and Christopher for carrying our message to Swim Ontario and the Ontario Swim Officials Association.

The success of my second goal is harder to gauge. A brainstorming session in January based on the question "How to Raise the Profile of Masters Swimming in Ontario" provided a number of great ideas and began the year on a very positive, thought-provoking note. Subsequent meetings touched on strategic planning, structure, individual views of our organization and ideas about what we could and should be. As some Directors (and others) expressed their particular interests and decided to apply their particular talents, 9 Task Forces were setup and Action Plans were formulated. As the spring progressed, other commitments, Nationals and then summer interrupted our lofty plans. As I write this, our next meeting will concentrate on formalizing and finalizing our Strategic Plan.

The first Action Plan to reach fulfilment is the goal to revamp the AGM. The Board, under guidance from Shona, has moved the date 2 months earlier (October 19), changed the venue (Etobicoke Olympium Lounge), expanded the format to include an Education Forum with speakers and provided a luncheon – all at no charge to the swimmers. There will also be a regular AGM with 3 specific topics added this year.

- i) Masters Swimming in Canada and the Role of MSO in MSC
- ii) Residency and Registration Requirements for MSO Record Holders
- iii) The MSO Strategic Plan

In a less successful vein, I was disappointed by the general apathy of the membership on 2 counts.

- i) The Editorial mailed in January to 2200+ Masters Swimmers asked 2 questions - a) what do you want ? and b) how can you help? Sadly there were only 15 responses. Happily, 4 of those responses were positive – Nancy expressed interest in education, Ethel and Frances offered to help as long as it didn't involve computers and Danny offered his considerable statistical abilities. Nancy has confirmed her presence at the upcoming Education Forum and I have talked briefly to Ethel and Danny about new initiatives, but have not yet followed through. Don't worry Frances, I'll find something for you, too.
- ii) An email to the club contacts in the spring yielded about a 30 percent response. The questions were generally related to communication and coaching - two areas I thought vital to our organization and our sport. Sadly, that view was not shared by more club contacts. However, I do wish to thank Lynn for a most thoughtful response.

As you are likely aware, the finances of MSO have been under constant pressure for the last few years, new Swim Ontario affiliation fees and rising insurance costs chief among the causes of recent deficits. You will no doubt note that, accordingly, swimmer fees have been increased \$5.00 this year. However, Chris has brought a welcome level of vigour and expertise to the position of Treasurer, cleaning up some anomalies from prior years, creating new reporting formats and providing us with a clearer picture of our financial status.

As I look forward to the coming year, I am hopeful for continuing successes. There are administrative issues to sort out, particularly with respect to relay records. There are progressive ideas to make better use of the website. There are efficiencies to be gained in the registration process.

Personally, I plan to entice volunteers to expand our Recognition Programmes and find at least one party person to enhance the out-of-pool social aspect of Masters Swimming (golf, cruise, beach volleyball, velcro wall jumping, sumo wrestling). My own Action Plan will continue to centre on clubs, communication and coaching.

Beyond that, there are structural changes within MSO to be addressed (voting procedures and 18 year olds). And there are external political issues to be addressed (restructuring Masters Swimming Canada)

But most importantly, the Strategic Plan will provide a path for us to follow in the years to come. The action plans to be devised next year and the ability to act on those action plans will be entirely a function of those who come forward to help. Our successes will come one step at a time and will come only from the enthusiasm and expertise exhibited by our volunteers.

Michael Stroud  
August 17, 2003

## Treasurer's Report

Since being elected Treasurer at last year's AGM on December 15, 2002, there has been a lot happening on the Finance front:

1. Coordinating with previous Treasurer to get audit done of the August 31, 2002 financial statements.
2. Searching for new auditors for 2003 (see Motion).
3. Changing the presentation of the income statement to better show members the functions of MSO and to show comparisons to previous year (see attached).
4. Researching and implementing cash management procedures to obtain higher interest rates on excess cash.
5. Implementing preauthorized payment plans to simplify the payment of certain recurring expenses incurred by the MSO Registrar and Webmaster.
6. Researching tax issues – GST, PST, honourariums.
7. Getting insurance policy year to coincide with MSO fiscal year, i.e. September to August (policy year was previously December to November). Thanks Claus !

The plans for 2003/2004 include:

1. Preparing monthly financial statements.
2. Preparing written documentation on MSO finance issues – i.e. procedures for preparing financial statements, for dealing with insurance company, Swim Ontario, MSC, etc.
3. Review and update MSO Expense policies.

Comments about August 31, 2003 Financial Statements (below):

### Balance Sheet

Cash – majority of cash now sits in a savings account that is currently earning 2.75% interest, which is a higher rate than a cashable GIC.

Display Board – this is a board that can be used to display information about MSO at swim meets, meetings, etc.

Accounts Payable – reduction is due to Swim Ontario being paid on a timely basis in 2003 and policy year for insurance being changed to August

### Income Statement

Registrar & Webmaster Honourariums – these increased as per the 2003 budget that was submitted at last year's AGM

Handbooks – last version was produced in 2002 (4000 copies), 2000 copies printed in 2003 to cover new members in 2004

President's Editorial – in 2003 the editorial was longer and the stuffing of envelopes was done by a 3<sup>rd</sup> party

Non-Recurring Income – resulted from:

- a) updating cost of Medals in the books to reflect actual Medals on hand
- b) prior years' excess accrual of Swim Ontario and Insurance expenses

Budget for 2003/2004 is attached with comments beside certain items.

Chris Cupidio, CPA, CFA  
August 14, 2003

**Balance Sheet**  
**As at August 31**  
(unaudited)

	<u>2002</u>	<u>2003</u>
Assets		
Current Assets		
Bank	\$ 7,713	\$ 29,012
GIC	26113	0
Accounts Receivable	40	0
Prepaid Expenses	204	170
Total Current Assets	<hr/> 34,070	<hr/> 29,182
Fixed Assets		
Medals & Ribbons	1,615	1,789
Pins	582	509
Display Board	0	461
Computer	2,973	2,754
Total Fixed Assets	<hr/> 5,170	<hr/> 5,513
Total Assets	<hr/> <b>\$ 39,240</b>	<hr/> <b>\$ 34,695</b>
Liabilities & Member's Equity		
Liabilities		
Accounts Payable	22,569	12,604
Total Liabilities	<hr/> 22,569	<hr/> 12,604
Member's Equity		
Retained Earnings	25,393	16,671
Net Profit (Loss)	(8,722)	5,420
Total Member's Equity	<hr/> 16,671	<hr/> 22,091
Total Liabilities & Member's Equity	<hr/> <b>\$ 39,240</b>	<hr/> <b>\$ 34,695</b>

Note: The corporation maintains a supply of handbooks, brochures, stationary, membership cards and time cards for which costs have been expensed as incurred.  
Note: Computer software costs have been expensed as incurred.

## Income Statement and Budget For the Years Ended August 31

(unaudited)

	<u>Actual</u> <u>2002</u>	<u>Actual</u> <u>2003</u>	<u>Budget</u> <u>2004</u>
Total Swimmers (including OSG)	<b>2868</b>	<b>2981</b>	<b>2846</b>
Revenue			
Club Registrations @ \$45 (2002-93 clubs, 2003-93, 2004-90)	\$ 4,185	\$ 4,185	\$ 4,050
Club Swimmers @ \$25 (2002-2825 swimmers, 2003-2921, 2004-2800)	56,500	58,420	70,000
Unattached Swimmers @ \$40 (2002-38 swimmers, 2003-54, 2004-40)	1,330	1,890	1,600
Mailing Members @ \$15 (2002-13 members, 2003 -9, 2004-9)	195	135	135
Interest Income (2004 - \$20,000 @2.75%)	719	313	550
Income from Sale of Medals	0	499	325
Income (loss) from Sale of Pins	0	(38)	(25)
Other	150	200	200
Total Revenue	<b>\$ 63,079</b>	<b>\$ 65,604</b>	<b>\$ 76,835</b>
Expenses			
Affiliation Fees			
Masters Swimming Canada (\$10 per swimmer this year)	28,680	29,810	28,460
Swim Ontario (\$2 per swimmer last year + GST)	5,736	5,998	6,379
	<b>34,416</b>	<b>35,808</b>	<b>34,839</b>
Membership Services			
Registrar Honourarium	5,000	6,000	6,000
Registrar Internet	212	146	212
Mailing Handbooks (1600 new swimmers @ \$1.71)	5,150	3,903	2,736
Insurance (\$2.50 per swimmer last year + PST + \$108 admin fee)	5,343	5,491	7,792
Telephone	414	628	650
	<b>16,119</b>	<b>16,168</b>	<b>17,390</b>
Communication			
Webmaster Honourarium	500	1,500	1,500
Internet & Hosting Costs	1,019	1,264	1,264
AGM Package Printing and Mailing	332	471	500
Swim Ontario AGM Mailing	0	3,309	0
Handbook Printing	7,035	4,044	0
President's Editorial	860	1,984	0
	<b>9,746</b>	<b>12,572</b>	<b>3,264</b>
Competition			
Statistician Honourarium (waived by Statistician 2002 & 2003)	0	0	2,000
Supplies & Phone	451	479	500
	<b>451</b>	<b>479</b>	<b>2,500</b>
Education			
Education Forum at AGM	0	0	2,900
	<b>0</b>	<b>0</b>	<b>2,900</b>
Recognition			
SWIMS Sculptures	506	0	0
Participation Award Printing	1,720	0	0
	<b>2,226</b>	<b>0</b>	<b>0</b>

Administration			
Travel to MSO Meetings	4,038	4,909	5,000
MSC Rep Travel (2003-Montreal, 2004-Winnipeg, Nationals)	0	520	1,500
Secretary Honourarium (8 meetings @ \$100)	1,350	1,000	800
Meeting Supplies	113	277	250
Director's Luncheon	202	393	400
Audit Fees	2,000	1,500	1,500
Depreciation	1,013	872	1,003
Bank Charges	111	104	100
Supplies	36	334	100
Other	(20)	247	0
	<u>8,843</u>	<u>10,156</u>	<u>10,653</u>
Total Expenses	<b>\$ 71,801</b>	<b>\$ 75,183</b>	<b>\$ 71,546</b>
Net Income (Loss) before Non-Recurring Items	<u>(8,722)</u>	<u>(9,579)</u>	<u>5,289</u>
Non Recurring Items			
Non-Recurring Income	0	14,999	0
Anticipated Website Redevelopment	0	0	(5,000)
Net Income (Loss)	<b>\$ (8,722)</b>	<b>\$ 5,420</b>	<b>\$ 289</b>

Cautionary Note: Actual results achieved will vary from budget and may be significant  
Note: Medals will be purchased for about \$4000 and will be held in inventory

## Website Committee

The year 2003 has been a relatively uneventful year for the website. In January the conversion to the new web editing software was completed. The Statistician obtained Adobe Acrobat software in order to be able to provide PDF files to the Webmaster.

Almost all meet entry packages, minutes from board and AGM meetings, Records and Top Ten are now being made available in PDF format directly on the MSO website.

Photographs are back.

A new registered domain name was obtained for the website in order to make the name more intuitive for first time users.

[www.mastersswimmingontario.ca](http://www.mastersswimmingontario.ca)

Respectfully submitted by :  
Barrie Malloch, MSO Web Administrator  
August 06, 2003

## Registrar

Registered Clubs	93
Registered Club Swimmers	2931
OSG Members	6
Unattached Swimmers	51
Total Number of Registered Swimmers	2874
Mail Memberships (included above)	10

Brian Croker, Registrar  
figures as of July 19, 2003

## Recognition Committee

This year we are pleased to present the first certificates and draw prizes for the 2002 Participation Programme. Twelve swimmers entered the program, representing a total of 426 events swum. Congratulations to all participants. Jacqueline Odium is the recipient of a gym bag and Ethel St Laurent is the recipient of a free one year MSO membership.

Starting with the new season and a new Recognition Committee, a new Action Plan will be formulated and new programmes will be created. The point of all recognition programmes is that they may be a powerful tool to motivate ourselves and to show our appreciation of others.

Mary Brinklow, Director  
Recognition Committee Chair  
August 02, 2003

## Meet Coordinator

### PROVINCIALS

For the third straight year the Ontario Swim Officials Association (OSOA) hosted our annual championship scm meet on April 4-6, 2003 at the Nepean Sportsplex. On behalf of all Masters who attended many thanks are extended to all the officials and volunteers who worked hard to make this year's meet another great success. This year's stats were.... 53 clubs/teams attending, 470 entries - 215F, 255M, and the new records...46 Ontario, 22 Canadian and 1 World individual records, as well as 16 Canadian plus 1 more World record in relays.

It was good to have Provincials away from the GTA this year to give our eastern clubs and swimmers a chance to show us their best efforts. In fact 2 local clubs (Technosport and Nepean) ended up at the top of team rankings, and 4 other eastern clubs were in the top 10 (SWYM, OTTY, CAPS, 1000). However next year we expect to return to the Etobicoke Olympium where the provincial scm championship will be hosted again by the OSOA officials on **March 26-28, 2004**.

As for 2005, the OSOA officials have submitted a bid to host the MSC Nationals at Etobicoke. This means OSOA probably will not be bidding for the 2005 Provincials. Rather than cancel our championship meet **MSO wishes to extend an invitation to other clubs or organizations to submit bids for Provincials 2005**. The DEADLINE for bids is OCTOBER 2004 at the MSO AGM, but planning should begin NOW. When Toronto hosted Nationals in 1987 a very successful Ontario championship meet was held in Thunder Bay.....**maybe YOUR club would like to host in 2005**. Give it some thought, check with other nearby clubs that might help, and get back to us with any questions. We will gladly help you make it happen.

### OTHER MEETS

26 non-championship meets (2 more than last year) were sanctioned by Masters Swimming Ontario from Sept 2002 to June 2003.....including 23 normal pool meets that were actually held, plus the ETOB Heart and Stroke Swim and 2 cancelled meets.

Also the 17<sup>th</sup> annual 5K Ontario Championship at St Marys Quarry was held on September 8, 2002. See the accompanying 2 pages of data and analysis from all meets.

Once again this year Ontario Masters were fortunate to be offered 3 long course meets during the regular season of non-championship meets. This has earned Ontario Masters clubs 6 of the top 10 positions so far in the 2003 long course Canadian rankings, with more points than all other provinces combined. Many thanks again to Nepean NMSC, London LSD and U of Toronto TMU teams for making this possible. All 3 meets are now among our most-attended with over 100 entries each, totalling 23% of entries all season.

So how many long course meets did YOU attend this year?

A new season is about to begin! See you all at the first scheduled meets at TECH and Brantford in October.

Charlie Lane.  
13 August 2003



Stats analysis from 23 non-championship meets reporting or estimated.....

Swimmers per meet

	<u>2001-2002</u>	<u>2002-2003</u>	
0-24 swimmers	7 meets	5 meets	
25-49	4	6.....	Note that half of our meets had
50-74	2	1	fewer than 50 entries.
75-99	5	3	
100-124	3	3	
125-149	0	4	
150-174	2	1 - NYG Pentathlon	
175+	1 -NYG Pentathlon		

Gender Distribution of entries

Women 674 in 23 meets (40%) - 21 fewer than in 24 meets last year (3% decrease).  
 Men 1011 in 23 meets (60%) - 62 more than in 24 meets last year (6.5% increase).  
 1685 entries (2.5% increase over last year).

No. of clubs attending non-championship meets

1-9 clubs attended	9 meets
10-19	4
20-29	9
30+	1 - North York Pentathlon

Most swims per swimmer

NYG-Dec	5.0 est
BRNT-Oct	4.9
Variety Village-June	4.7
TECH-Jan	4.6
LSD-Mar	4.6
MILT-Mar	4.4

Most no-shows because of a snowstorm.....30 at Kingston's meet.  
 Most panic about bad weather driving.....to Nepean's Provincials, but all was well.  
 Most stress for meet officials.....the power failure at Provincials during the last event.

## Masters Swimming Canada

"Be it resolved that the Members of Masters Swimming Ontario reject the current structural relationships between Masters Swimming Ontario and Swim Ontario (SO), also between MSO and Masters Swimming Canada (MSC). We therefore instruct the Board of MSO to negotiate new structural relationships with SO and MSC."

The above resolution, passed unanimously at the December 2002 MSO AGM touched off a long period of activity at the National level. In February, Christopher brought the matter to the attention of the MSC Board of Directors, who responded by creating an ad-hoc "Structure Committee", chaired by Christopher and containing the chairs of 3 MSC Committees – Glenn Davis (MB – Planning), Mark Sandilands (AB – By-laws) and Michael Stroud (ON – Rules). Ed Evely, the SNC Rep to MSC volunteered and Sue Schmidt (SK) as President is an ex-officio member of all committees.

There were some preliminary email discussions eventually culminating in the idea of hosting the "Forum on the Structure of MSC" in Montreal the day prior to Nationals. Representatives from across the country were in attendance and while the hoped for outcome of concrete solutions did not materialize, there were many specific examples of the dysfunctional nature of MSC and some general discussions about the purpose of the national organization.

Following the Forum, a “Proposal to Restructure Masters Swimming Canada” was written by Christopher and Michael and circulated amongst the committee, which by then had grown to include Luc Hurtubise (PQ). The proposal generally suggested 5 Regional Directors, 4 Directors-at-large, increased accountability, changing the “members” of MSC from the provinces to the clubs, regional championships, national registration and noted that sanctioning was an area which could be negotiated now. Luc noted that Quebec had just installed a new registration system and would be reluctant to tie into a new MSC system. Mark noted, without substantiation, that the proposal was very “Ontario-centric” and wondered what problem was being solved and questioned the practicalities of the regions. Ed maintained that the issue of MSO sanctioning would never be addressed, let alone solved, by SNC.

Then Ellis Betensky (NS) was added to the committee and he floated the idea of 9 Directors-at-large, which drew a response from Michael and silence from all else. The issue of British Columbia potentially withdrawing from MSC was raised without response. In fact, Glenn's only comment has been to suggest that minutes to MSC board meetings could be sent out via an enhanced MSC website. Sue has remained quiet

As of today, we are questioning where to send the flowers following the death of the debate.

Written by Michael Stroud, Approved by Christopher Smith  
August 16, 2003

Proceedings from the Forum : <http://www.mastersswimmingontario.ca/pdf/mscforum.pdf>  
The Proposal : <http://www.mastersswimmingontario.ca/pdf/mscproposal.pdf>

### **Education and Clinics Task Force**

After researching and analyzing the idea of promoting Clinics as a means of educating the Masters Swimmers in the province, I concluded that the Board was ill-equipped to provide such a service. This task more correctly falls to the Clubs in the province – they are the ones with the pool time, the coaches and potentially the equipment to host such clinics. This function seems to fit neatly into the Communication, Clubs and Coaches Task Force.

However, the non-pool aspects of education may be more easily handled by the Board and in fact the expansion of the AGM into an Education Forum is the very tangible result of such thinking.

On a slightly tangential line of thinking and while not specifically addressing the educational side of our sport, I have (after discussion with the organizers) advanced the idea of creating an MSO Open Water Swim following the Blue Water Triathlon held in Bright's Grove each year. Mark your calendars now to attend our inaugural event July 31, 2004

Submitted by Sue Weir, Director  
Education and Clinic Task Force  
August 07, 2004

### **Communication, Clubs and Coaches Task Force**

The plans are pretty simple – establish more effective channels of communication between all of the stakeholders in MSO – including the Swimmers, the Coaches, the Clubs and the Board. The initial email to the clubs was met with a somewhat disappointing response. However web based communication is being investigated. The annual editorial has been scrapped. Ideas are being formulated for an electronic newsletter. And printing and distribution costs are being scrupulously analyzed.

The focus of a Masters Swimming organization should, intuitively, be the Masters Swimmer. And those that have the most direct contact with and impact on the Masters Swimmer are the Clubs and the Coaches. More efficient and more meaningful communication will only enhance our sport

Respectfully, Michael Stroud  
Communication Task Master  
August 14, 2003

### **Annual General Meeting Task Force**

The MSO Board decided this year to introduce a new format, venue and date of the AGM. For the past decade or so, the AGM has been held in December on the same day as the Pentathlon Swim Meet put on by the North York Masters Swim Club. However, the AGM has always been increasingly poorly attended, mostly because of the late date in December as well as lack of interest on the part of the membership.

The Board would like to increase the participation of the membership at the AGM and would also like to increase the visibility of MSO with all swimmers. A revised format of the AGM was developed to achieve these objectives. The day-long format now includes an educational forum in the morning, a catered lunch and the AGM in the afternoon. The morning speakers will be addressing a range of topics of interest to the Masters Swimmer, including; injury prevention, health and nutrition, coaching, and training techniques. The date of the AGM has also been brought forward to October to ensure that more people are able to attend.

We hope that the membership will take advantage of attending the educational forum and learning more about Masters Swimming.

Submitted by Shona MacLachlan, Director  
Chair of the AGM Committee  
August 15, 2003

**Masters Swimming Ontario  
Annual General Meeting  
Sunday, December 15, 2002  
Douglas Snow Aquatic Centre, North York, ON**

**Please post the minutes for club members' information.**

**PRESENT**

**Board Members**

Ralph Chown, ARN	Mary Brinklow, CRTC
Darlene Brown, EYH	Claus Koch, TYMS
Charlie Lane, ETOB	Shona MacLachlan, MARK
Lesley Mason-Ward, SWYM	Sue Weir, TYMS

**Support**

Brian Croker, DSC – Registrar	
Heather Davies – Secretary	Barrie Malloch, ETOB – Webmaster

**Members**

Clifford Barry, ETOB	Nicholas Brown, BURL
Geoff Camp, ETOB	Chris Cupidio, EYH
Pat Davis, TECH	Steve Goodwin, ETOB
John Grootveld, ETOB	M. Ellen Newbold, ETOB
Pat Niblett, TECH	Judie Oliver, NYG
Ted Roach, ATB	Chris Smith, TYMS
Ethel St.Laurent, ATB	Michael Stroud, VV
Doug Vanderby, NT	Chris Wilson, BRNT (left early)

**1. CALL TO ORDER, WELCOME, QUORUM, ROLL CALLS, VOTE TABULATION**

Ralph Chown, acting as chair, called the meeting to order at 1.25pm.  
Ralph welcomed everyone; Mary Brinklow tabulated the clubs and votes. There were 14 clubs represented and a total 34 votes.

Alderwood Teddy Bares (ATB): 2 votes  
Arnprior Greyfish (ARN): 1 vote  
Burlington Masters (BURL): 4 votes  
Courtice Masters (CRTC): 1 vote  
Downtown Swim Club (DSC): 4 votes  
East York Hurricanes (EYH): 1 vote  
Etobicoke Olypium Masters (ETOB): 4 votes  
Markham Masters (MARK): 2 votes  
North Toronto Masters Swim Club (NT): 4 votes  
North York Masters (NYG): 3 votes  
Ottawa West Y Masters (SWYM): 2 votes  
Technosport (TECH): 3 votes  
Toronto Y Masters Swim Clubs (TYMS): 2 votes  
Village Vikings Masters (VV): 1 vote

**2. ACCEPTANCE OF AGENDA**

MOTION: moved by John Grootveld and seconded by Judie Oliver  
To adopt the Agenda

**CARRIED**

### 3. ACCEPTANCE OF MINUTES OF December 16, 2001

MOTION: moved by Chris Smith and seconded by Pat Niblett  
To adopt the minutes of the December 16, 2001 Annual General Meeting.

**CARRIED**

### 4. BUSINESS ARISING from 2001 Annual General minutes

None.

### 5. COMMITTEE REPORTS

MOTION: moved by Pat Niblett and seconded by John Grootveld  
To accept the committee reports as read.

**CARRIED**

### 6. NOTICES OF MOTION

**A)** There were three motions proposed for the agenda

**i)** From page 58 of the 2002 Masters Swimming Ontario Handbook, under the Bylaws item five of the "Duties of the Board of Directors and Officers" which reads:

"The President shall preside at meetings of the Association, and at meetings of the Board of Directors, and shall represent M.S.O. at Swim Ontario. He shall perform such other duties as the Board of Directors may, by resolution, designate."

The motion proposed would eliminate the phrase "and shall represent M.S.O. at Swim Ontario." and would leave the choice of representative up to the Board of Directors, as has been the case for the past number of years.

**ii)** From page 53 of the 2002 Masters Swimming Ontario Handbook, under the Constitution, item six which reads:

"Individual members shall enjoy the same rights as those set forth in the Canadian Charter of Rights and Freedoms."

The motion proposed would ratify this item as proposed in 2001.

**iii)** From page 53 of the 2002 Masters Swimming Ontario Handbook, under the Constitution, item five which reads:

"The Association shall be an affiliate member of Swim Ontario."

The motion proposed would eliminate this item from the Constitution.

**B)** Motions to add the proposed motions to the agenda

**i)** MOTION: moved by Mary Brinklow and seconded by Lesley Mason-Ward

To add the following motion to the agenda:

To eliminate the phrase "and shall represent M.S.O. at Swim Ontario." from item five of the "Duties of the Board of Directors and Officers" section of the Bylaws.

A request for a counted vote was made and the vote went as follows:

Alderwood Teddy Bares: 2 votes yes

Arnprior Greyfish: 1 vote yes

Burlington Masters: 4 votes yes

Courtice Masters: 1 vote yes

Downtown Swim Club: 4 votes yes

East York Hurricanes: 1 vote yes

Etobicoke Olypium Masters: 4 votes yes

Markham Masters: 2 votes yes

North Toronto Masters Swim Club: 4 votes yes

North York Masters: 3 votes yes

Ottawa West Y Masters : 2 votes yes  
Technosport: 3 votes yes  
Toronto Y Masters Swim Clubs: 2 votes yes  
Village Vikings Masters: 1 vote yes

**MOTION CARRIED UNANIMOUSLY**

ii) MOTION: moved by Chris Smith and seconded by Claus Koch  
To add the following motion to the agenda:  
To ratify item six of the constitution as published in the 2002 Masters Swimming Ontario Handbook.

**MOTION CARRIED UNANIMOUSLY**

iii) MOTION: moved by Chris Smith and seconded by Brian Croker  
To add the following motion to the agenda:  
That section five of the constitution shall be deleted.

A request for a counted vote was made and the vote went as follows:

Alderwood Teddy Bares: 2 votes yes  
Arnprior Greyfish: 1 vote yes  
Burlington Masters: 4 votes yes  
Courtice: 1 vote yes  
Downtown Swim Club: 4 votes yes  
East York Hurricanes: 1 vote yes  
Etobicoke Olympium Masters: 4 votes no  
Markham Masters: 2 votes yes  
North Toronto Masters Swim Club: 4 votes yes  
North York Masters: 3 votes yes  
Ottawa West Y Masters: 1 vote yes, 1 vote no  
Technosport: 3 votes no  
Toronto Y Masters Swim Clubs: 2 votes yes  
Village Vikings Masters: 1 vote yes  
Totals: 26 votes yes, 8 votes no

**MOTION CARRIED**

**C) Votes on motions**

i) MOTION: moved by Chris Smith and seconded by Pat Davis  
To eliminate the phrase "and shall represent M.S.O. at Swim Ontario." From item five of the "Duties of the Board of Directors and Officers" section of the Bylaws.

**MOTION CARRIED UNANIMOUSLY**

ii) MOTION: moved by Chris Smith and seconded by Barrie Malloch  
To ratify item six of the constitution as published in the 2002 Masters Swimming Ontario Handbook.

**MOTION CARRIED UNANIMOUSLY**

iii) MOTION: moved by Chris Smith and seconded by Geoff Camp  
That section five of the constitution shall be deleted.

Before opening the floor to discussion on the motion, Ralph made some introductory comments and suggested a review of the background of this discussion was in order, including why this issue (via the membership survey) was raised by the Board of Directors. One of the concerns of the Board was the desire to increase attendance at the AGM, so that a vote on such an important issue would be more representative of the membership. Therefore, to solicit better representation, the survey was conducted and proxy vote sent to highlight and bring attention to the difficult relationship with SO.

Ralph began the history of how MSO got to this point and started at about a year ago when MSO acquired their own insurance because the liability insurance purchased through SO did not cover open water swims such as those held at the St. Mary's Quarry and required a certified coach on deck at practices which was not how many clubs operated. The new insurance purchased independently by MSO came into effect on December 1st, 2001.

At the end of 2001 and the beginning of 2002, Swim Ontario invoiced MSO for the first time, without explanation, an affiliation fee of about 5 and a half thousand dollars.

The MSO Board on behalf of the membership considered it irresponsible to simply pay the SO invoice without acceptable justification from SO. By invitation 3 representatives from SO attended the February 2002 MSO board meeting and as an explanation suggested that the services they provided were:

- access to officials.
- development of youth swimmers who would become the future of masters.
- right of sanction  
a seat on the SO Board of Directors
- some administrative functions

But what had changed from 2001 to 2002? All of those functions were in place in 2001 except for a seat on the SO Board.

The net change was that:

- MSO was now managing its own insurance
- MSO had a seat on the SO Board
- SO had initiated an affiliation fee

From the sidelines it appeared that SO was simply out to initiate and collect a new fee at MSO's expense. The Board chose not to pay the fee but rather asked SO to meet and to discuss the terms of the fee. At the end of March SO threatened to revoke all meet sanctions and nullify any records back to the beginning of the year if the fee was not paid before the first event of the Provincials. A special board meeting was held at the Olympium where the board decided to pay SO, in good faith, an amount equivalent to what had been voluntary contributed on a per capita basis in 2001. As part of the transmittal letter a meeting was again requested. The request was rebuffed and at the May MSO board meeting a committee of 4 was set up to deal with MSO/SO relations."

At this point, Ralph turned the floor over to Shona MacLachlan, Chair of the MSO Swim Ontario Negotiation Committee.

Shona provided the following chronology:

March 28, 2002: Lea Bredschneider, Executive Director of Swim Ontario to Ralph Chown  
Lea informs MSO that the organization has not been in "good standing" since December 1, 2001. An attached invoice is an estimate based on 2500 swimmers plus a late charge (3% per month for 4 months) totalling \$5,778.00 due by April 5, 2001."With your provincial championships on the upcoming weekend it is important that this will be looked at prior to the start of the meet. Should MSO default I will be forced to inform FINA, MSC, SNC and all provincial sections of this situation"

April 2, 2002: Bill Thomas, President of Swim Ontario to Ralph Chown  
"The belief strongly held by SO is that, if there is some controversy within your organization with respect to either the amount or the principle of affiliation fees (or for that matter the style of invoicing) that controversy should best be addressed in a letter from you as President." "Following our meeting in Ottawa the consensus was that we could and should continue to work together...That process can best be accomplished once payment of the current assessment is received and feelings less volatile.

April 3, 2002: Ralph to Bill

Confusion. Lea's note arrived on April 2. Hard copy of Lea's February 22 was postmarked March 19 (four days after meeting). Requesting a phone meeting to discuss.

April 4, 2002: Ralph to Bill

Informing Bill that MSO will be convening a special MSO Board meeting at Provincial Championships – logistical difficulties – Saturday. Need 2/3 signatories.

April 6, 2002: Special MSO Board meeting

Cheque to SO for \$2,301.61 (\$2.80 minus insurance of \$1.80 (insurance) plus PST.

April 6, 2002: Ralph to Bill

"It is the understanding of the MSO Board that negotiations with SO to address the fee structure are not complete and in this regard representatives from the MSO Board would be pleased to enter into discussions with your Management Committee with the objective to arrive at a clear and mutual agreement that addresses all concerns of your and our memberships"

May 3, 2002: Ralph to Bill

"The MSO Board will be meeting this Sunday and I was wondering if MSO should be forming a committee to meet with your committee that deals with MSO/SO relations. Was there any discussion in this regard at your AGM that you believe that I should be bringing forward at our meeting?"

May 23: Ralph to MSO Board

As of this date, MSO has not received anything from SO regarding the April 6 cheque and letter. If SO requests a meeting we need to be organized. I have asked Claus and Darlene and others?"

June 20, 2002: Bill to Ralph

Reporting on AGM – Claus now a full member of SO Board. "Acknowledge receipt of your cheque on account of affiliation fees enclosed with your letter of April 6. You will recall that our assessment was based on a simple formula of \$2.00 per swimmer and not on the basis you set out in your letter. Accordingly, we look forward to the receipt of the balance at the earliest opportunity."

"This has become a sensitive topic but if we are to move forward we must insist on payment in full. All of the arguments both pro and con have been fully explored. We continue to believe that the assessment is extremely fair and reasonable given the assessment charged to other competitive swimmers. Although we view MSO as partners the fact is that Swim Ontario by virtue of its sanctioning authority is more of an equal partner."

June 24, 2002; Ralph to Bill

"At the last MSO Board meeting a committee was established with the sole purpose to be on hand to enter into negotiations with SO to arrive at a fee structure equitable to both partners. By copy of this email I am passing your comments on to them. Can you arrange to have your committee chair contact the four people. Our next Board meeting is July 21 and then the next one is not until September."

No response to request for meeting

September 4, 2002: Shona to Bill:

Asking to convene a meeting "to discuss the impasse the two organizations are presently facing on the sanctioning issue. We have not had the opportunity to discuss with you the proposed assessment of \$2.00 per swimmer". Proposing meeting on September 16 at SO offices.

September 12, 2002: Bill to Shona

"...there seems little point in further meetings until our outstanding invoice is paid. We note that a further invoice will be sent to MSO shortly for the 2002-2003 season and we will appreciate prompt payment".

"As explained to your Executive, payment is not optional or voluntary and while we will be reluctant to do so we will be obliged and will not hesitate to revoke any existing meet sanctions and to

withhold new meet sanctions if MSO's account is not current by November 1, 2002. While you can always hold unsanctioned meets, the results will not be recognized nationally or by FINA.

September 14, SO Board Retreat:

Claus reported that on Friday night (in his absence) the SO Board voted to give MSO to November 1, 2002 to pay the balance of \$2.00 from last year and this year's assessment or they pull sanctioning rights. During Saturday some informal discussions on other options (per meet fee etc) but Claus held out for SO voting to keep to \$2.00 for 2003/2004 unless outside factors intervene.

September 22, 2002: MSO Board Meeting

The Committee's recommendation to pay was deferred until 3 questions were answered more fully. If MSO disaffiliates what will be the effect on:

- National results and records
- Insurance
- Officials.

Responses to be provided in writing before October 26 Board meeting in Brantford where the issue will be discussed and voted on.

October 24: Teleconference Meeting: Bill, Lea, Ralph, Claus and Shona (at SO's request)

MSO stressed the importance of taking the SO affiliation fee and fee increase to its membership. The AGM is not until December 15. Only November 1 deadline for 2001/2002 balance.

October 26: MSO Board Meeting

MSO Board votes to pay the balance owing on the 2001/2002 invoice and to send a letter and survey to individual members in advance of the AGM.

At this point, some discussion began, particularly on the membership survey. Cliff Barry raised the point that he felt the survey presented only one side of the issue. Ralph responded that it was an extremely difficult task and that the attempt was made to be balanced, though he acknowledged that it may not have succeeded. Doug Vanderby objected to the use of the word "may", in "World records may not be recognized by FINA", saying it was unclear, and Pat Davis added that there didn't seem to be enough concrete information as to the consequences of disassociating with Swim Ontario. The Board responded that they had had difficulty obtaining facts, as it appeared the threat of action was not enough to gain responses from the parties involved. Claus Koch pointed out that he had attempted to express to SO the seriousness of the situation, back in April 2002.

Steve Goodwin presented his rebuttal letter [attachment 1] (to the survey letter) and expressed his dissatisfaction with the notion that if the motion passed, the Board would have unilateral power to disassociate. Some discussion ensued about whether the Board would or would not do so, but the fact remained that it was *possible*.

Ralph interjected to request a presentation from Chris Smith on the structural organization of swimming in Canada. Chris demonstrated that while in the US and Europe, there is a clear "from the top-down" division of age group and masters swimming, with ties and cooperation at every level, in Canada the structure is not as clearly defined. There are broken links and cross responsibilities at most levels. Chris suggested a proposal to try and get the various levels working together to resolve these issues and clarify responsibilities.

Ralph then asked Geoff Camp to speak to the issue as the MSC President. Geoff expressed grave concerns about the methods of (and lack of) communication between the organizations. He pointed out that there seems to be a dichotomy between the official position of SNC on this matter (that it is a provincial matter) and the reality of their actions. Geoff reiterated Chris' proposal and emphasized that swimming in Canada, Masters in particular, is an evolving organization that needs to grow and change.

More discussion ensued; issues of how can MSO be assured that the affiliation fee does not rise dramatically in the future, the reiteration of the services (or lack of services) that SO provides, the

question of how is the proposed motion about paying the affiliation fee, and the re-stating of trying to make changes in swimming from the bottom up.

Brian Croker then presented the results of the survey: of 306 responses, they were 3 to 1 against affiliating with Swim Ontario.

Pat Davis then requested a review of the consequences of disassociating with Swim Ontario. Claus Koch responded that there is still difficulty in obtaining definitive answers to these questions and that they range from the extreme of MSO registered swimmers being unable to compete outside Ontario, to MSO swimmers being able to compete anywhere, but being ineligible for World Records.

At this point the vote was called and a request for a recorded vote was made and the results were as follows:

Alderwood Teddy Bares: 2 votes yes  
Arnprior Greyfish: 1 vote yes  
Burlington Masters: 4 votes no  
Courtice Masters: 1 vote yes  
Downtown Swim Club: abstained  
East York Hurricanes: 1 vote no  
Etobicoke Olympium Masters: 4 votes no  
Markham Masters: 2 votes no  
North Toronto Masters Swim Club: 4 votes no  
North York Masters: 3 votes no  
Ottawa West Y Masters: 2 votes no  
Technosport: 3 votes no  
Toronto Y Masters Swim Clubs: 1 vote yes, 1 vote no  
Village Vikings Masters: 1 vote no  
Proxy votes : 22 yes, 22 no  
Totals: 27 votes yes, 51 votes no

**MOTION DEFEATED**

Some more discussion ensued, primarily, the question of payment to Swim Ontario was raised and it was agreed, SO would be paid immediately. Also there was more discussion of methods of change and a motion was proposed.

MOTION: moved by Chris Smith and seconded by Pat Davis

Be it resolved that the members of Masters Swimming Ontario reject the current structural relationships between Masters Swimming Ontario (MSO) and Swim Ontario (SO), also between MSO and Masters Swimming Canada (MSC). We therefore instruct the Board of MSO to negotiate new structural relationships with SO and MSC.

**MOTION CARRIED UNANIMOUSLY**

## 7. NEW BUSINESS

- A) Darlene Brown presented an updated September 2002 – August 2003 budget [attachment 2] with some changes from the one supplied with the AGM package. Namely:
- the inclusion of the voluntary donation to Swim Ontario
  - the increases in stipends to the registrar and the webmaster
  - the inclusion of \$500 for travel to the MSC AGM (costs no longer covered by MSC)

MOTION: moved by Chris Smith and seconded by at Darlene Brown  
To approve the updated budget.

**MOTION CARRIED UNANIMOUSLY**

- B) Claus Koch noted a change in the insurance policy. There is now the following exclusion in MSO's coverage: US citizens attending functions in the US are no longer covered. Claus is requesting in writing a clarification that this applies to US citizens *only*. Claus noted that we do have some registered US members, particularly in border towns/cities. It is noted that copies of the MSO insurance summary are available through the registrar.

- C) Ontario Team at World Championships; Chris Smith handed out a brief report [attachment 3] on the Ontario Team at Christchurch. It was not discussed.

## 8. TERMINATION OF OUTGOING DIRECTORS

Darlene Brown [attachment4], acting Treasurer, submitted her resignation and the term of Ralph Chown, President was finished. There was also an existing vacancy on the Board.

## 9. ELECTION OF DIRECTORS

Three nominations were submitted:

- Chris Cupido, East York Hurricanes
- Pat Davis, Technosport
- Michael Stroud, Variety Village Vikings

MOTION: moved by Brian Croker and seconded by Charlie Lane  
To close the nominations.

**MOTION CARRIED UNANIMOUSLY**

With three vacancies and three nominations, the nominees were elected by acclamation.

## 10. APPOINTMENT OF AUDITORS

MOTION: moved by Barrie Malloch and seconded by Brian Croker  
To appoint Withey Addison as auditors for the year 2002-2003.

**MOTION CARRIED UNANIMOUSLY**

## 11. ADJOURNMENT

MOTION: moved by Darlene Brown and seconded by Sue Weir  
To adjourn the meeting at 4:10 p.m.

**MOTION CARRIED UNANIMOUSLY**

Please send your comments and/or opinions on the minutes to:

Brian Croker, Registrar Masters Swimming Ontario  
[msoreg@sentex.net](mailto:msoreg@sentex.net)



# Masters Swimming Ontario

## NOMINATION / CONSENT TO SERVE FORM

NOMINEE: \_\_\_\_\_ (print)

NOMINEE'S CLUB: \_\_\_\_\_ (print)

### BRIEF MONOGRAPH:

(Description of nominee's interest in / experience in / contribution to the Masters Swimming Programme, and any other pertinent comments)

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I, ....., certify that I am currently a registered Masters Swimmer in good standing, and consent to stand for election, and to serve, if elected, on the Board of Directors of Masters Swimming Ontario.

NOMINEE'S SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

NOMINATED BY: \_\_\_\_\_ (print)

SIGNATURE: \_\_\_\_\_

CLUB: \_\_\_\_\_ (print)

SECONDED BY: \_\_\_\_\_ (print)

SIGNATURE: \_\_\_\_\_

CLUB: \_\_\_\_\_ (print)