

**Masters Swimming Ontario  
Board of Directors**

**MINUTES**

**Teleconference  
Wednesday, December 7, 2011**

**Present**

Pat Angus  
Sean Warburton  
Mike Heath-Eves  
Steve Goodwin  
Carole Herbert  
Sally O'Brien  
Cathy Macdonald  
Chris Smith  
Craig Zimmerman  
Phil Rogers

**Absent:**

Brian Croker

The meeting was called to order by Sean at 6:35 p.m.

**Adoption of agenda**

Sally asked that we discuss OSOA Fees at Open Water Swims and table discussion on wet suits and water temperature at OWS.

**Motion 01:**

That the agenda be adopted as amended:

Moved: Sally O'Brien  
Seconded: Mike Heath-eves

Carried

**Approval of minutes of October 1st, 2011**

**Motion 2:** That the minutes of October 1, 2011 be approved.

Moved: Sally O'Brien  
Seconded: Carole Herbert

Carried

## **Business Arising from Minutes**

1. **OSOA Fees** - Sally has been questioned by OWS meet managers as to why they are required to pay the OSOA fee when they use fewer officials at their meets vs. meets held in a pool. It was noted that OWS do require officials and that these fees are used to train officials. OWS are becoming more popular and it will be possible to develop more open water officials with any money donated.
2. **Insurance Duplication Update** – Sean informed the Board that a review of our insurance policy is being conducted, free of charge, to identify any duplications or deficiencies. This review should be completed by the spring and any changes would be made in September. Sean will communicate this information to Claus and also give him the contact information.
3. **Provincial Championship Committee** – A committee is to be set up to review all potential issues with regard to a Provincial Championship and hopefully mitigate any problems that might arise at the meet. Sally has made up letter to request input for an event template for the meet. Brian has not sent it to clubs yet. Sally was asked to develop a committee over the three to six months. Steve offered to help Sally with this task.
4. **Posting of Warm-up Rules at Swim Meets** - Mike noted that not all swim meets have these rules posted at their meets. Recently he was reminded by some officials that the posting of this information mandatory. This is the responsibility of the Meet Manager and Meet Referee. While this information is included in the Sanctioning Form, it was suggested that it be made more visible.

### **5. Web Site: Draft of Phase 1 (Preliminary Discussion)**

Craig reported to the Board that he has contacted several web design companies for quotes. To date, he has received one quote, from Symetric, which he distributed to the Board. He is awaiting a quote from one other company. Sean suggested that everyone read through the quote that we have received to make themselves familiar with what is being offered. Ideally we should have three quotes to review. Anyone with any suggested contacts was asked to forward the information to Craig. This item has been brought forward to the next meeting.

Alisa will be asked to forward the information she gathered regarding updating our website to Craig.

Craig noted that he continues to update the web as necessary.

### **Portfolio updates**

President----- Sean Warburton

Sean noted that he would like to move toward a concept of external committees to deal with the portfolios. This would eliminate the necessity of having the entire board review every item of a particular portfolio and improve efficiencies at the Board level. These committee would also give us a pool of people who may join the Board at a later date.

The positions of President, Vice President and Treasurer would be excluded.

**Vice President----- Phil Rogers**

Phil will continue to work with Steve in developing the coaches clinic for the spring. Chris noted that Nigel Kamp has developed a coaching template for Masters that includes both clinic training and certification. At this time there is no plan to make certification a necessity to coach a Masters swimming club. Phil agreed, however, that we could build on anything what has already been developed by Nigel.

This issue will be brought forward to the next meeting.

**Treasurer -----Cathy MacDonald**

Cathy's report will be available for the next Board meeting in January

Mike had a question regarding using a credit card when registering swimmers on Pay Pal. Apparently it is not clear how to do this. Chris also had some difficulty and Lindsay Patten helped him. We need to confirm that there is a switch/button indicating how to pay with a credit card and then communicate this information to the teams. Mike will write up a notice for Craig to post on the web.

**Competition -----Sally O'Brien**

Sally has heard from an organization, not a swim team, in the Niagara region which would like to assist a Masters club in possibly hosting the 2013 Provincials. They are looking for information and help in putting together a proposal. Sally directed them to the website but also asked Steve if he was willing to help them with budget and planning. Steve said he was willing to offer some assistance.

Phil suggested that we could put a preliminary notice that the Worlds are going to be held in Montreal in 2014.

Chris asked that information on the Pan American Masters Championships to be held in Sarasota, Fla in 2013 should be put on the web as well. He will send Craig the information. He will also send Craig information on the 2012 Worlds in Italy.

**Leadership ----- Steve Goodwin**

Steve will contact Nigel Kamp and other coaches regarding the coaches clinic. He feels that a collaborative effort with MSC is the best route to follow at this point. He will have an outline of the clinic at the next meeting.

**Health and Lifestyle ----- Vacant**

We are still looking for candidates to fill this position

**Communication ----- Vacant**

Steve has a candidate who may be interested. He will confirm soon.

**Special Projects ----- Mike Heath-Eves**

Nothing to report at this time.

**Staff reports**

Web ----- Craig Zimmerman

See item # 5 above.

**Registration ----- Brian Croker**

Absent

**External Reps**

**Swim Ontario ----- Steve Goodwin**

Steve confirmed that he will continue to be MSO's rep for SO.

**Officials ----- Chris Smith**

Nothing new to report at this time.

**New Business**

Mike asked how we move forward now that the change to the constitution has been approved (at the 2011 AGM). Chris will give Sean the contact at MSC to whom notification should be sent. Sean will draw up a letter indicating that this change has been made. Craig will make the change on the website.

With regard to the new Federal legislation on not-for-profit organizations, Cathy would like information on anything that affects MSO as soon as possible. The Ontario ruling may be very similar. Steve will direct Cathy to website with information. Phil offered to help out once the legislation has been brought forward.

**Other Business**

Sean asked Carole to please archive all e-mails with attachments and bring hard copies to the Board meetings.

**Next Meeting Date**

The next Board meeting will be face-to-face on Saturday, January 21, 2012 2 p.m. in Mississauga

Our annual dinner to thank present and out-going Board Members for their contribution throughout the year will follow the meeting.

Carole will notify the Board members who are not returning

Sean will make dinner reservations for 5 pm.

**Adjournment**

Mike moved that the meeting be adjourned at 8 p.m.