

**Masters Swimming Ontario
Annual General Meeting**

Sunday, December 13, 2015
Douglas Snow Aquatic Centre
North York, Ontario

Immediately Following North York Gators Pentathlon Meet
Meeting Room TBA

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Notice of Annual General Meeting

Notice is hereby given that the Annual General Meeting (AGM) of Masters Swimming Ontario (MSO) shall be held in North York on Sunday, December 13, 2015 immediately following the North York Gators Pentathlon meet.

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, 2015
2. To elect Directors to the Board
3. To appoint Auditors; and
4. To transact such other business as may properly be brought before the meeting or any adjournment thereof.

A list of current serving Directors, new nominations and an explanation of the voting procedure are attached. All members are encouraged to attend. Only those clubs and unattached members registered during the 2014/2015 season may have voting rights. Voting Delegates are required to sign the Register and record the number of votes they represent for the Member Club.

Dated at Ottawa November 12, 2015
By the Order of the Board of Directors
Phil Rogers, President

Board of Directors 2014-2015

A Board of Directors consisting of nine (9) Directors, each to serve for a term of two (2) years, shall manage the affairs of the Association.

Five (5) in numerically odd years and four (4) in even years shall be elected by the duly authorized delegates at the AGM.

The Directors returning to **complete** their two (2) year terms are as follows:

Phil Rogers, Cathy Macdonald, Chris Smith, Dorothy Milburn

The Directors whose terms have **expired** are:

Carole Herbert, Sally O'Brien, Mike Starr

Two Directors have resigned over the past year therefore there are five (5) positions open for the year 2015-2016.

Nominations are welcome and should be submitted on a Nomination/Consent to Serve form (attached or online at <https://www.mastersswimmingontario.ca/board-externals-and-staff-forms/>) and submitted to the Registrar by mail at Box 8, 552 Church Street, Toronto, ON M4Y 2E3 or by e-mail to b_croker@mastersswimmingontario.ca prior to the AGM. Additional nominations, if properly submitted and approved by the Delegates to the AGM, may be entertained from the floor at the AGM.

Voting Procedure

Only registered Members of MSO may vote as Delegates at the AGM. One Delegate may represent all the votes of the 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 (based on the number of registered members 30 days prior to the AGM):

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

Masters Swimming Ontario
Annual General Meeting
Douglas Snow Aquatic Centre
North York, Ontario
Immediately Following North York Gators Pentathlon Meet

AGENDA

1. Welcome. Quorum, Roll Calls and Vote Tabulations
2. Acceptance of Agenda
3. Acceptance of the 2014 Annual General Meeting Minutes
4. Business Arising from the 2014 AGM Minutes
5. Annual Reports from Workgroups, External Representatives and Staff
6. Notices of Motion
7. New Business
8. Retiring of Outgoing Directors & Nominations
9. Election of Directors
10. Appointment of Accounting Firm
11. Adjournment

DRAFT FOR APPROVAL

Masters Swimming Ontario Annual General Meeting

Sunday, November 16, 2014
Etobicoke, ON
Following Not-So-Serious Swim Meet

Minutes

Present:

| | |
|-----------------|----------------------|
| Phil Rogers | TECH |
| Pat Angus | TECH |
| Brian Croker | TOMS |
| Cathy Macdonald | LSD |
| Sally O'Brien | NEP |
| Chris Smith | TYMS |
| Mike Starr | DSC |
| Barrie Malloch | ATB |
| Yosai Nomura | TMU |
| Brigitte Zirger | NEP |
| Lindsay Patten | New Brunswick, Guest |
| Aiisa Boulanger | IFS |
| Charlie Lane | ETOB |

Regrets:

Lesley Ducevic
Carole Herbert
Wes Musiel
Sean Warburton

The meeting was called to order by Phil Rogers at 2:45 p.m.

1. Welcome. Quorum, Roll Calls and Vote Tabulations
Brian Croker announced that there are 10 clubs represented at the meeting today and we have a quorum.
2. Acceptance of Agenda
Motion 01: That the agenda be accepted as presented
Moved: Brian Croker
Seconded: Sally O'Brien
Motion Carried
3. Acceptance of the 2013 Annual General Meeting Minutes

Motion 02: That the minutes from the 2013 Annual General Meeting be adopted as written.

Moved: Chris Smith
Seconded: Sally O'Brien
Motion carried

4. Business arising from the 2013 AGM Minutes
Phil Rogers noted that the issues arising from the 2013 AGM had been dealt with and there were no other issues outstanding at this time.
5. Annual Reports from Workgroups, External Representatives and Staff
These reports are attached to AGM package for perusal by members. Phil Rogers indicated there are two areas to be discussed at this meeting: 1) finances in general and MSO's financial situation, and 2) an issue which MSO began to work on this year and will continue as a significant focus in the coming year – improvements and revisions to our IT systems to be able to serve and communicate with our members better.
6. Finances – Currently MSO is running a deficit as expected. This amount varies year/year. For some time we have had a reserve account that is fairly substantial and while it is felt a certain amount is reasonable, our current feeling is it's probably a bit too high at this time. We have been planning the budget to deliberately run a deficit for MSO, by not increasing our fees to members, as well as subsidizing MSC fee increases for all members. Cathy Macdonald indicated that we have been doing this for a number of years and we will continue to revisit the situation as we go forward.
7. IT Issues – Generally we feel it is time to upgrade and improve our ability to take in data, manage data and communicate data. Mike Starr explained that we did not know how other clubs were managing these issues nationally but over the last couple of days there has been a lot of interest in setting up a dialogue with other provinces to address these problems together. He noted this is something still very much in development and will take awhile, due to time constraints of real life.
8. Notices of Motion
There were no Notices of Motion
9. New Business
Charlie Lane announced that Etobicoke is planning on hosting the Ontario Provincials this year. It will be double ended and held April 2-4, 2015. This meet has yet to be sanctioned. It was noted that this is Easter Weekend, for the second year in a row with sessions being held on Thursday, Friday and Saturday. There is no swimming on Easter Sunday. Phil Rogers noted that he has received some comments indicating that this is not a good time since Easter is important to them, if they are observant, for example. Part of the reason the

meet is being held on this weekend is pool availability and a club's ability to run the meet. Sally made the observation that there has been no other bid received from any other club.

10. Retiring of Outgoing Directors & Nominations

Brian Croker received the following nominations:

Phil Rogers
Cathy Macdonald
Chris Smith
Lesley Dusevic
Dorothy Milburn Smith

11. Election of Directors

As there were 5 nominations for 5 vacancies, all nominees were acclaimed.

12. Appointment of Accounting Firm

Motion 03: That the Board retain the firm Schwartz, Levitsky and Feldman, with remuneration to be agreed to and set by the Board.

Moved: Cathy Macdonald
Seconded Sally O'Brien
Motion Carried

13. Adjournment

Brian Croker moved that the meeting be adjourned.
The meeting was adjourned at 3:11 p.m.

/pja

Business Arising / Annual Reports:

President's Message: Phil Rogers, President

The 2014-15 swimming season has been an eventful year for Masters Swimming in Ontario.

Masters swimming in Ontario, as in other provinces, continues to be predominantly composed of swimmers motivated by fitness, fun, participation. While this has been the case for many years, it appears that there may be a growing trend toward fitness and participation and less on competition. Participation in meets and the total number of meets declined slightly in 2014-15, perhaps due to a decline in competitive focus following the FINA Masters Worlds in Montreal in 2014.

The MSO Board has undertaken a trend analysis to review the last five years in terms of total number of swimmers, number of meets and clubs as well as the age profile of our membership.

During the past year, MSO initiated a major upgrade to our IT systems for registration of and communication with all clubs and swimmers, as well as registration for meets. It was evident to the Board that the old system that had been in place for many years was no longer meeting the needs of MSO, its clubs or swimmers. The result of this initiative has been a significant improvement in our capability to record and communicate with clubs and swimmers. We are now moving forward with the next stage: to upgrade MSO's communications via our website and social media.

One of the most significant events in 2015 was a dispute between MSO and Swim Ontario (SO) regarding the delay in payment of \$2 per swimmer fee to SO and, in that regard, the overall relationship between the two organizations. SO removed sanctioning from MSO in June 2015. After many meetings and conference calls, the dispute was finally settled in October with full rights to sanction Masters meets restored. MSC and SNC played an important role as mediators and have promised to carry on with that role in the follow up process. As part of this AGM, there will be a detailed discussion of these events and the process that led to a resolution.

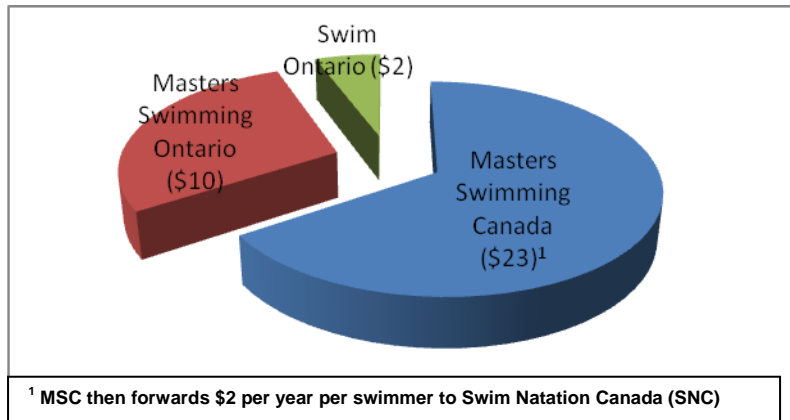
In the coming year, MSO will be continuing to focus on better and more frequent communication with both clubs and members, on the relationship with SO as well as the MSC/SNC relationship.

Ontario/MSO will be hosting the Masters Nationals at Etobicoke in May. We also hope to run a jointly sanctioned age group/Masters open water event next summer.

TREASURER'S REPORT – 2014-15 Year End

Cathy Macdonald, Treasurer

- The following chart shows how your \$35 fee per swimmer is allocated (no change from prior year). For unattached swimmers the additional \$5 goes towards covering administrative costs



- Masters Swimming Ontario (MSO) continued to cover costs of PayPal fees and will be continuing to cover these fees for our members for the 2015-16 year
- MSO provided support to the hosts of the pool and open water swimming provincial championships (\$2,500 each)

As you will read in other board member's reports, there was a lot of time, energy and expenses incurred this year to start upgrading the MSO website and technology platforms for communications and registration.

As at August 31, 2015

| | |
|------------------------|-----------------|
| Chequing Account | \$76,715 |
| Savings Account | 56,115 |
| Accruals (preliminary) | <u>(16,100)</u> |
| Net assets available | \$116,730 |

| | 2014-15 Budget | Prelim Total for 2014-15 | Variance | 2015-16 budget |
|--|---------------------------|---|-----------------|---------------------------|
| Deposits | 125,460 | 122,266 | (3,194) | 126,400 |
| Fees to MSC | (79,396) | (77,119) | 2,277 | (80,500) |
| Fees to SO | (6,904) | (7,204) | (300) | (6,700) |
| Net Revenue for MSO | 39,160 | 37,943 | (1,217) | 39,200 |
| Board Mtg expenses (includes travel and venue costs) | (11,800) | (9,188) | 2,612 | (11,300) |
| Teleconference costs | (3,000) | (3,482) | (482) | (1,000) |
| Phones/Web costs | (2,600) | (3,433) | (833) | (2,400) |
| Miscellaneous (supplies, interest, computers) | (2,140) | (2,337) | (197) | (2,500) |
| Medals | 0 | (736) | (736) | 0 |
| Promotional Activities/Marketing | (7,500) | (5,499) | 2,001 | (5,500) |
| <u>Professional Services</u> | | | | |
| Audit | (6,000) | (4,731) | 1,269 | (5,000) |
| Legal Fees | (4,000) | (1,119) | 2,881 | (4,000) |
| Insurance | (16,000) | (14,995) | 1,005 | (15,000) |
| Website work | (3,350) | (7,275) | (3,925) | (4,000) |
| <u>Staff Services</u> | | | | |
| Registrar | (6,000) | (6,000) | 0 | (6,000) |
| Webmaster | (1,500) | (1,500) | 0 | (1,500) |
| Record Keeper | (500) | (500) | 0 | (500) |
| Recording Secretary | (1,550) | (1,400) | 150 | (1,600) |
| Net Revenue/(Expense) | (26,780) | (24,251) | 2,529 | (21,100) |

Report on Information Technology Renewal:

Mike Starr, Vice President

Over the last year with the agreement of a forward thinking Board MSO set out to implement a communications solution to be able to do some simple things that many organizations have implemented long ago but for a number of reasons have been lacking at various points in the Masters Swimming community for a long time. It is an ambitious agenda of improving the external communications and outreach efforts with its membership of clubs and swimmers and the public throughout Ontario as well as an improvement with internal communications amongst the board beyond email, to capture, preserve and make accessible as a knowledgebase the history of the organization and Masters Swimming in Canada by utilizing affordable cloud based IT technologies.

It has been a big year with a lot more to come over 2016. To begin with MSO signed up with Techsoup.ca clearing house for major software vendors that provide enterprise grade software to qualified non-profit corporations. Through Techsoup we were able to secure access to Office 365 a cloud based software platform providing services such as Skype for business, Sharepoint and all of the office programs. The use of this software has facilitated establishing common access to folders and files for the board, an essentially free conferencing system, cross document search facilities and a group oriented email and conversation system that reduces the endless circulation of email file attachments. It remains a work in progress but past communications and other documents are now being stored on the system rather than be stored in someone's basement. The coming year will see documents relevant to the history and administration of MSO scanned and added as volunteer time permits.

More or less in parallel MSO instituted a new membership management system that has the potential to become a national one. The system is an adaptation of a system from the Alberta Summer Swim Association. Through the generosity of its developers (also dedicated volunteers) the base code was made available to us for free with the subsequent adaption of the code to Masters being carried by MSO on very affordable terms. It too remains a work in progress but the end goal is to provide a membership management system that provides distinct benefits to our member clubs and swimmers by reducing bottlenecks through a more user oriented administration system, offering direct email communication to clubs and swimmers and distinct advantages for clubs that hold swim meets. The system will also incorporate swim records.

The third leg in improving communications is to revamp the existing website to provide more relevant timely information to the membership and the benefits of Masters swimming to the public with the aim of assisting clubs to recruit a broader demographic of swimmers, promote personal fitness, community wellness programs and make the sport more visible with a goal of encouraging the formation of new clubs. With the system essentially being a volunteer driven one there are a few bumps in the road that happen and we thank you for your patience as we resolve them. We would also look forward to your ideas and your assistance to making the systems better, providing more dynamic content, in short more interesting for you the swimmers and club managers that make up the Masters Swimming community in this province.

Registration: Brian Croker, Registrar

Clubs and swimmers as of August 31, 2015:

| | |
|------------------------|---|
| Total Clubs: | 84 |
| New Clubs: | Kiwanis-St Catherines, Fort Frances Cyclone Masters, Royal Military College-Kingston |
| Club swimmers: | 3281 |
| Unattached (TOMS): | 66 |
| OSG Members: | 7 (and 5 non-active) |
| Total swimmers: | 3354 |

The number of total swimmers is lower than in the last few years, therefore a trend analysis of this apparent decline is underway.

Competition: Sally O'Brien, Competition Chair

Here we are with another year of statistics. Competition is also down but we were lucky to have the Nationals in both 2013 and 2014.

17 pool meets including our Provincial Championship
2 sanctioned Open Water swims
3 meets were cancelled, lack of registrations. Pan Am games also played a part in cancelling our meets.

With all the new changes in process, MSO is hoping to have all meets within the next few months streamlining on line and hopefully made simpler and easier to import entries and export results and records.

Keep up your training and fitness and I'll see you in the pool.

Records: Brigitte Zirger, Record Keeper

I took over the Records Keeper role in the summer of 2015. The transition from Pat Nibblet was quite smooth and I thank Pat for always being available to answer questions or provide advice.

In updating the Ontario records, I went back a few years to ensure that records broken in previous years properly recognized. I have unearthed some old meet results to help verify a few odd ball records and to fill out some historical swims. The best find to-date was the 1985 World Masters Games results. These have now been scanned and posted to the MSO site. I have also sent them to the WMG organization; they did not have a copy.

If there are any old meet results out there.... please let me know. I would love to scan them and add them to the historical collection.

I have transferred all relay records to the MSC site. The most significant challenge in updating **relay records** is the proper classification of relays to Men, Women or Mixed. Many meet managers simply report all relays as **mixed** so that records are not properly flagged. This means that men's relays are often flagged as Mixed records. The result is that valid records for Women's and Mixed relays are often missed. In large meets, hundreds of relays have to be manually scrutinized because of this. **Meet managers are kindly asked to correct the classification of the relays before submitting the results.**

I have also reorganized the MSO Stats and Records page. Having hunted for various World, National and provincial results, I found the respective holdings rather confusing. The new page should more clearly identify who has what results and records. Have fun exploring them.

To bring us right up to date.... here are the records for the past three years. The 2013 counts may be slightly off but the 2014 and 2015 should be quite accurate. Comments are always welcome.

Remember that if you attend a meet outside Canada, let me know so that your swim can be recorded. Email me at b_zirger@mastersswimmingontario.ca

Individual Records

The LCM AND SCM are reflected in the individual records on the MSC site at <http://mymsc.ca/Records.jsp>. The SCY records are maintained on the MSO site.

| Ontario Individual Records Broken | | | | | | |
|-----------------------------------|--|------------------------------------|-------------------|----------------------|-------------------|--|
| | 2015 | | 2014 | | 2013 (incomplete) | |
| | Men | Women | Men | Women | Men | Women |
| LCM | 16 | 9 | 58 | 71 | 13 | 8 |
| | John Monne Greg Streppel (5 each) | K. Rasmussen & C. Merritt (3 each) | Ami Trauber (5) | Kalis Rasmussen (10) | Len Gushe (5) | Judi Oliver (5) |
| SCM | 31 | 23 | 30 | 31 | 31 | 23 |
| | Robert Bonomo (6) | Kalis Rasmussen (7) | Robert Bonomo (7) | Kalis Rasmussen (9) | Casper Haupt (6) | Lisa Blackburn Cindy Bertelink (6 each) |
| SCY | 8 | 6 | 11 | 20 | | |
| Individual High | Bill Chisholm Nick Foster Mike Carnegie (2 each) | Carolina Lleras (3) | Ron Armstrong (6) | Cindy Bertelink (6) | | |

Canadian Records continue to be maintained by Christian Berger, who publishes a wide range of statistics and interesting facts. <http://www3.sympatico.ca/chberger/index3.html> & <http://www3.sympatico.ca/chberger/index4.html>. Christian's knowledge and historical statistics have been quite valuable in explaining the odd curiosity.

| Canadian Individual Records Broken by Ontario Swimmers (Christian Berger) | | | | | | |
|---|-------------------|---------------------------|---------------------------------------|----------------------|----------------|-----------------|
| | 2015 | | 2014 | | 2013 | |
| | Men | Women | Men | Women | Men | Women |
| LCM | 5 | 4 | 35 | 45 | 16 | 6 |
| Individual High | John Calnan (2) | Several women with 1 each | Ami Trauber Greg Streppel (5 each) | Kalis Rasmussen (10) | Len Gushe (10) | Judi Oliver (4) |
| SCM | 21 | 4 | 24 | 26 | 26 | 18 |
| Individual High | Greg Streppel (7) | Kalis Rasmussen (4) | Robert Bonomo (8) | Kalis Rasmussen (9) | Len Gushe (8) | Judi Oliver (6) |

Relay Records

All of the LCM and SCM relay records were transferred to the MSC site this summer. Where ever feasible I worked from oldest to newest records so that previous records would be reflected on the site. The records on MSC may be found at <http://mymsc.ca/RelayRecords.jsp>. Again, the SCY records are maintained on the MSO site.

| Ontario Relay Records Broken | | | | | | | | | |
|------------------------------|-----------|--------|-----------------|----------|---------|----------|------|-------|-------|
| | 2015 | | | 2014 | | | 2013 | | |
| | Men | Women | Mixed | Men | Women | Mixed | Men | Women | Mixed |
| LCM | 2 | 1 | 3 | 6 | 3 | 9 | 2 | 1 | 0 |
| Club High | NEP, TECH | NEP | NEP, CAPS, SURF | TOMS (3) | NT (3) | NT (4) | | | |
| SCM | 1 | 1 | 5 | 2 | 0 | 4 | 9 | 2 | 2 |
| Club High | | | | | | | | | |
| SCY | 3 | 2 | 2 | 2 | 3 | 2 | | | |
| Club High | ETO (2) | NOR(2) | NOR (2) | NYG (2) | NOR (3) | GRAN (2) | | | |

| Canadian Relay Records Broken by Ontario Swimmers | | | | | | | | | |
|--|-----------------------|-------|-------|------------|--------|----------|----------|-------|-------|
| | 2015 (as of Oct 2015) | | | 2014 | | | 2013 | | |
| | Men | Women | Mixed | Men | Women | Mixed | Men | Women | Mixed |
| LCM | 2 | 1 | 1 | 4 | 3 | 4 | 0 | 0 | 0 |
| Club High | TECH & NEP | NEP | CAPS | TOMS (3) | NT (3) | TOMS (2) | | | |
| SCM | 1 | 0 | 1 | 2 | 0 | 2 | 6 | 0 | 1 |
| Club High | TYMS | | GRAN | TYMS & KBM | | NYG (2) | TECH (3) | | NYG |

Officials: Chris Smith, OSOA Liaison

2015 has been a challenging year for Ontario officials, for the Ontario Swimming Officials Association. The Ontario officials formed OSOA in 1995 to establish an appropriate education system for officials to serve all swimming competitions in Ontario. Up until then officials education had been handled by Swim Ontario.

Over the last twenty years OSOA has developed a highly sophisticated registration system which allows clubs to register their officials, to track their educational level, clinics taken, meets and positions worked and qualifications achieved. It provides access to top rated clinics for all positions, including ones that can be taken on line.

Initially funding was provided by the Ontario Government but when this was terminated OSOA asked Swim Ontario to provide them with a fee of \$1 per annum per swimmer to support their work. Further funding was required to develop the far more sophisticated education and registration programs that became possible about ten years ago. At that time the members and board of MSO stepped in and agreed to make a contribution of \$2 per competitor at sanctioned MSO competitions, \$5 per competitor for championships.

Ontario officials have estimated that during an average year they spend about 6% of their annual “deck time” at masters’ competitions, whereas they received between 35 and 40% of the funding to operate their organization, programs and services to all Ontario swimmers from the competitive members of MSO. The Ontario officials are most appreciative of our support.

Swim Canada and Swim Ontario stated some months ago that they would handle all registration and training of officials for Ontario competitions. This effectively put OSOA out of business and forced them to close down their operations. OSOA has decided to remain in existence until it becomes clear that their services are no longer needed. This will be reviewed in the fall of 2016.

Swim Canada has taken the clinics developed by volunteers for OSOA and is claiming them as their own without the permission of OSOA or the volunteers who developed them. We, several senior officials from across Canada, met with Swim Canada last month in Ottawa to discuss their new registration and education system. They hope to have this available in August 2016. This is being developed by staff and consultants and many officials believe it will be a far less effective and far more expensive service than the one OSOA provided.

There are now many officials in Ontario willing to work at our competitions. A number of suggestions have been made on how MSO should deal with the supply of official in the longer term and this will be reviewed by the MSO Board, with input from our members, over the next year.



Ballot for the Election of Directors

Nominee Name _____

Nominee Name _____

Nominee Name _____

Nominee Name _____

Nominee Name _____

Nominee Name _____

Nominee Name _____

Write the name of your preferred Nominees on separate lines.

No ranking shall be inferred.

Each Ballot equals one vote for each Nominee.

The number of names written may be equal to or less than the number of positions available.

A name may be written only once on each Ballot

Any Ballot that contains more names than the number of positions available or on which a name appears more than once shall be identified as “spoiled” and shall not be counted.



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)

I,, certify that I am currently a registered Master 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)