

DRAFT FOR APPROVAL AT 2020 AGM

**Masters Swimming Ontario
2019 Annual General Meeting**

Scheduled for Saturday, March 28, 2020
Ottawa, ON

FACE TO FACE MEETING CANCELLED DUE TO COVID-19

Minutes

Club Delegates

Linda Vanderhout	Ancaster
Andrea Smith	B-Train
Lynn Marshall	Carleton University Masters
Karen Hillis	Clarington Masters
John McIntyre	Downtown Swim Club
Bob Richards	Kanata Surfers
Maureen Moustgaard	Laurentian Masters
Doug Spencer	London Silver Dolphins
Greg Rasmussen	Muskoka
Ryan Saw	Nepean Masters (NSC)
John Scheffer	Norseman Masters
Doug Vanderby	North Toronto
Seth Cole	North York Masters Swim Club (Gators)
Leela D'Cruz	North York Aquatics Club (NYAC)
Andreas Csidei	Oakville Masters
Dave Town	Orillia Old Pools Swimming
Rod Beauprie	Orleans ORCAS
Tarek Raafat	Rideau Speedeaus
Ian Feldman	THOR - Thornhill Multisports
Amie Grodski	TOEST
Erik Haites	Toronto Athletic Club
Alexandre Boulanger	TOROSwim Team

The AGM was scheduled to take place during the 2019 MSO Provincial Championship on March 28, 2020. The Championship was postponed due to the COVID-19 outbreak. Certain AGM formalities needed attention and these were brought to the membership via email. The following outlines the actions taken to hold MSO's 2019 AGM.

- January 12 ,2020 - First Notice of the 2019 AGM and Call for Nominations
Sent to all members, both swimmers and voting clubs
(Attached below along with a subsequent correction of the time of the meeting)
- February 14, 2020 – Second Notice of the AGM and Call for Nominations (Reminder)
Sent to all members, both swimmers and voting clubs
- February 15, 2020 – Nominations were closed; the Nomination Committee prepared its report; all candidates for the BoD would be acclaimed. The report outlined the process for receiving additional BoD members.
- February 28, 2020 – Members, informed that the AGM documents were published to the website. Subsequent to publication, one BoD nominee withdrew. An additional nominee was received. The final list of nominees was published March 15th.
- March 13, 2020 – the MSO Provincial championship was postponed due to the COVID-19 outbreak. The Notice to all members, swimmers and clubs, included instructions for Absentee Voting process on the two motions before the membership. (Reproduced below).
- April 1, 2020 – Absentee Voting package sent to all Club Presidents and Club Contacts. A reply by April 10th requested. An error in the club voting weights was subsequently brought to MSO's attention and corrected before the votes were tallied.
- April 10, 2020 – Absentee voting was tallied and both motions were passed.

1st Notice of Annual General Meeting Call for Nomination

Notice is hereby given that the Annual General Meeting (AGM) of Masters Swimming Ontario (MSO) shall be held

Saturday, March 28, 2020

8:00 a.m.

DURING ~~morning warm-up~~ 1500 Free MSO Provincials - Nepean

Hall E - Nepean Sportsplex

1701 Woodroffe Ave.

Nepean, Ontario K2G 1W2

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, 2019;
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.

The agenda and all documents for this meeting will be posted 30 days prior to the meeting on the MSO Website at <https://www.mastersswimmingontario.ca/about-us/annual-general-meetings/>.

At this time, MSO is issuing a **Call for New Nominations** to fill vacant director positions. [The Nomination / Consent to Serve form](#) is found on the MSO website. Please submit your nomination papers to [Rod Beauprie](#), MSO Secretary no later than **February 15, 2020**.

All members are encouraged to attend the AGM. Only member clubs and unattached members (as a group) affiliated with MSO during the 2019/2020 season have voting rights. All AGM documents and voting procedures will be sent out and posted to the [MSO website](#) at least 30 days prior to the AGM. A schedule is provided below.

Dated at Ottawa January 12 2020
Order of the MSO Board of Directors

TIMELINE for March 28th AGM

Notice of AGM & Call for Nominations

Issued January 12, 2020

Nomination deadline February 15, 2020

AGM Package, Financial Statements and Voting Ballots

To be issued by February 27th (at least 30 days prior)

Determine Club Voting Weights - # paid registered swimmers as of February 27th

Notices of Motion

To be issued 14 days prior – March 14th

The following documents will be posted on the MSO website by above scheduled dates

(<https://www.mastersswimmingontario.ca/about-us/annual-general-meetings/>)

- Annual General Meeting Package and Annual Reports
- Draft Financial Statements year ending August 31, 2019
- Draft Minutes 2018 Annual General Meeting – December 9, 2018
- 2019 AGM Motions and Member Club Voting
- NOTICE of Motion to amend the MSO bylaws

The following forms are found on the MSO website at

<https://www.mastersswimmingontario.ca/about-us/board-externals-and-staff-forms/>

- Nomination / Consent to Serve Form
- Ballot for the Election of Directors
- Notice of Motion

March 13, 2020 Newsletter Excerpt

1. MSO Provincials Postponed

MSO, in consultation with host club Nepean Masters, has postponed MSO Provincials which was scheduled for March 27-29.

There was a strong desire to move forward with the event. However, there were rapid COVID19 developments throughout the day on Thursday and they continue today. Holding the Championship was inconsistent with public health recommendations regarding social distancing and precaution. It also became evident that hosting a quality event would be challenging with any attrition of volunteers.

We hope that the postponement will allow time for COVID19 to settle. MSO will work with Nepean Masters as it explores future dates. And then, we will start fresh.

Please be patient as refunds are going out to all participants between now and March 20th. After that date, do not hesitate to follow up with an email to MSOReg@MastersSwimmingOntario.ca

MSO thanks Nepean Masters and especially David Schneiderman and his organizing committee, for their months and months of work. A very special thank you to the volunteers who had offered their time for our benefit.

We will provide updates as the future becomes clearer.

The two meets currently on the schedule will remain open as we continue to monitor COVID19 developments and follow advice from public health organizations.

- Apr 18th – 3rd OlymPINK in Ottawa
- Apr 18th – Burlington and Milton have teamed up for a bigger than ever Spring Splash in Milton

2. Annual General Meeting - Contingency Plan

All final AGM documents are now posted on the [MSO website](#). Everyone is invited to review them.

An AGM is an opportunity for members to hear from the Board of Directors, ask questions and participate in the democratic processes of the organization. MSO will explore opportunities to reschedule the face-to-face members meeting before the year end.

But there are **current and pressing AGM formalities** that need attention.

a) The Call for Nominations resulted in 7 candidates for 8 vacancies. All are acclaimed. Their biographies are posted on the AGM webpage.

b) **Absentee Voting Ballots** will be used for the [two motions](#) before the membership. Member clubs eligible to vote will receive the package and revised instructions next week.