



**Annual General Meeting**

**Unapproved MINUTES**

**September 14, 2018**

**The Courtyard Marriott, St. John's, NL**

**SNL EXECUTIVE PRESENT:**

John Kennedy	Mark Cumby	Jeff Nelson
Randy Ball	Christopher Mercer	Cathy Somers
Corina Hartley	Duffy Earle	Suzanne Drodge (regrets) Joan Butler (regrets)

- Item            Topic, Discussion, Action Required
- 1.0            **Call to Order** – Meeting called to order 09:37
- 2.0            **Opening Remarks** – Delegates welcomed by John Kennedy
- 3.0            **Confirmation of Credentials**

<b>CLUB</b>	<b>Representative</b>	<b>Vote</b>
Aqua Aces	Leonard Roxon ( C )	1
CBS Bluefins	Shelley St Croix ( E ) Robyn Smith-Andrews ( C )	2
CB Rapids	Trent Burden ( E ) Tracy Hogan ( C )	2
DL Dolphins	No Representation	0
Gander Lakers	Paul MacDonald ( E ) Graham Tweedie ( C )	2
Melville Mantas	Ana Maleeva-Karaivanova ( C ) John Graham ( E )	2
MP Marlins	Kim Sullivan ( E ) Chris Roberts ( C )	2
Northern Lights	Melissa Burse Pike ( E ) Giselle Pike ( C )	2
Port Aux Basques	No Representation	0
Poseidon	Jill Bennett ( E ) Junior Somers ( C )	2
SJ Legends	Blair Pritchett( E ) Dave Ling ( C ) Nicky Williams(extra Delegate)	2
SNL Executive	President votes in case of a tie	5
Total Eligible Votes		22
Votes for Majority		50% + 1=12

**4.0 Previous Minutes – June 4, 2017 AGM**



**Motion** – Mark Cumby  
**Second**- John Graham  
**Motion Passed**

- 5.0 **Business Arising** - No Business Arising from previous AGM
- 6.0 Business Arising from the Minutes
- 7.0 **Reports** – presented as a block

**7.1 Presidents Report** – John Kennedy – see attached report

- Monthly Recognition Awards
- Completion of strategic planning sessions
- Technical Director/Provincial Coach Hired for next Canada Games
- Thank You to Cathy Somers for 12 years as SNL treasurer

**7.2 Treasurer's Report (Budget)**- Cathy Somers – See attached report

- SOTA may have to increase due to increased swimmers traveling to CJC and Eastern.
- May have to use Miscellaneous expenses to support 2 officials for Level 5 training off island

Meet.

Motion to Pass Budget – Cathy Somers  
Second -Blair Pritchett  
Budget Passed

**7.3 Executive Directors Report** – Corina Hartley – see attached report

- Swim for Hope Has raised 130,000
- Plans to have team managers and chaperones lined up for upcoming team NL travel meets.
- 60 Provincial records in 2017-2018

**7.4 Swimmer Development Report** – Suzanne Drodge – see attached report

- Hiring an interim Provincial Coach for 2018 – Chis Roberts- Travel team to the Red Deer Freeze or Fry
- Hiring a New Technical Director/Provincial Coach for 2018-2021

**7.5 Officials Report** – Randy Ball – see attached report

- 15 Successful Clinics offered this past year
- Need clubs to get parents move up in levels to 3 officials
- Loss of Database need to get it up to date
- Thank You to Clubs, Senior officials, competitions committee and Executive as this is 6<sup>th</sup> and final year as Director of Officials.



**7.6 Coaches Representative Report** – Christopher Mercer – report submitted

- Chris Roberts- Kate Sullivan Bronze open water at CJC
- Dave Ling – Noah Cumby qualification and bronze medal in 4x 100 free relay at Jr Pan Pac's in Fiji as part of team Canada.
- Leonard Roxon- Katrina Roxon qualification and Gold in 100m Breaststroke SB8 and Silver in 200m IM S9 at Para Pan Pac's.

**Moved** – Chris Mercer

**Second** – Paul Macdonald

**Reports Adopted**

**8.0 Meet Schedule 2018-2019** – Meet schedule is posted on Swim NL website. Clubs should get meets listed on SNC website.

**9.0 Motions**

**9.1 Motion from Swim NL**

Administrative and Recommendations By laws review

**2.0.2 Fees be removed from articles of association and published as a schedule attached to Policy**

6.o.1 (b) and (c) Replace word to reflect motion passed at the 2016 Annual General Meeting where paragraph was revised.

By-law Motions

1.0.1 Correct spelling mistake for SNC “Natation”

2.o.1 (c) (iv) Replace all SWAD with Para

2.o.1 (c) (v) CIS with U Sport

4.o.2 revise title to “Executive Director & Technical Director”

4.o.2 update para to



(a) The Executive Director shall manage the day-to-day operations of the Section including staff or volunteers tasked with program delivery. The detailed duties of the Executive Director are described in the Executive Director's job description.

4.o.2 add para

(b) The Technical Director shall manage the technical program of the Section including staff or volunteers tasked with program delivery. The detailed duties of the Technical Director are described in the Technical Director's job description.

4.o.3 revise date in (f) from "thirtieth day of June" to "thirty-first day of October".

4.o.4 revise (a) from "Articles of Association or Policy" to "Articles of Association"

5.o.1 (a) add (ix) Technical Director (non-voting)

5.o.2 add (k) the following positions shall be voted in even years: President, Treasurer, Director of Officials, and in odd years: Vice President, Secretary, Director of Swimming Development.

5.o.2 (l) In the 2018 AGM, the term for the position of Director of Swimming Development shall be for one year only so as to align positions noted in (k). This action shall supersede the requirements of 5.o.2 (b) and 7.o.7 (d) for 2018.

6.o.3 (b) remove "no later than July 1"

6.o.3 (c) revise wording to "Swimmer must be competitive for at least 3 years and 16 years of age in the calendar year chosen."

6.o.3 add para

(g) as member, shall attend meetings of the Competitions Committee

(h) shall be expected to attend the Annual General Meeting (non-voting capacity).

6.o.4 Delete Chair of Technical Properties

6.o.5 renumber to 6.o.4.

7.o.2 (f) replace in entirety with "Shall chair the Strategic Planning Committee"

7.o.2 add para.

(g) Shall be elected by the voting membership at the AGM for term of two years.

7.o.4 (d) replace "audited report" with "third party, unaudited report".



7.o.5 (d) remove “as soon as possible”

8.o.1 ~~replace first paragraph with:~~

~~This committee shall be chaired by the Coaches Representative and may include the Technical Director (or delegate), the Director of Officials (or delegate), and the Swimmer Representative. Additional resources may be appointed to the committee if deemed necessary.~~

8.o.1 (a) ~~replace “Technical Director of SNL” with “Coaches Representative”~~

8.o.4 replace in entirety with:

Section 8.o.4 Strategic Planning Committee

- (a) Chaired by the Vice-President
- (b) The responsibility of this committee is to action, monitor progress, report to the Executive on a semi-annual basis, and the chair to provide summary and recommendations of the strategic plan at the Annual General Meeting of the Provincial Section:

8.o.5 replace in entirety with:

The Provincial Section is authorized to borrow and to lend money to any Umbrella Club. Upon such terms and conditions as may be set out and agreed to by the Board of Directors and failing any such direction then as may be set out by the Executive Committee or the Board of Directors.

8.o.6 replace in entirety with:

*The Provincial Section is authorized to pay the costs of hotel, travel and miscellaneous expenses of any person who represents the Provincial Section or the Executive. At any meeting or swim meet whether within the province or outside the province in accordance with any standing orders or regulations promulgated by the Board of Directors.*

8.o.7 add section

*8.o.7 Advisory Committee*

- (a) The Executive may appoint such committees as it deems necessary for managing the affairs of the Association. The Executive may appoint members of committees or provide for the election of members of committees. The Executive may prescribe the duties of committees, and may delegate to any committee any of its powers, duties, and functions except where prohibited by the act, or the Articles of association.
- (b) A quorum for any committee will be the majority of its voting members.
- (c) The executive may establish the Terms of Reference and Operating Procedures for all committees.



- (d) The Executive may remove any member of a committee, or disband and Committee, by majority vote of the Executive.

*Policy Motions*

*1.o.4 Replace “alcohol” with “alcohol or legal cannabis products”*

*6.o.7 (b) Replace “Technical Director” with “Coaches Representative”.*

**Motion Vote by show of hands There was a majority of >50%+1**

**Moved by Mark Cumby**

**Second by John Kennedy**

**Motion Passed**

**9.2 Motion from Chris Mercer**

September 15, 2018

# MOTIONS – COMPETITIONS COMMITTEE

## Description

WHEREAS, the competitions committee during the 2017-18 season had expanded to involved 8 individuals, 3 members beyond the description of the committee adding additional.

WHEREAS, the competitions committee’s intent is to preserve the competitive nature of swimming competitions in Newfoundland and Labrador.

WHEREAS, that the competitions committee is a body of subject matter experts tasked with the responsibility of advancing the



competitive landscape of Swimming in Newfoundland and Labrador through the responsibilities outlined in Section 8.01 A through to J NOW, THEREFORE, BE IT RESOLVED that the competitions committee be amended to be comprised of the following subject matter experts.

Chaired by the Coaches Representative.

Director of Officials

Swimmer Representative

Technical Director

A representative from the body of experienced meet managers

Committee representative, when required, for regional representation or input as determined by the above committee members.

**Motion that item 8.01:** “The committee shall be comprised of up to 6 members chaired by the Coaches Representative and will include Director of Officials, Director of Swimming Development, Swimmer Representative, Technical Director and a representative of the active meet managers who is experienced with running sanctioned competitions. The sixth member shall be a committee representative, when required, for regional representation or input as determined by the 5 other committee members.”

## Responsibilities

WHEREAS, the competitions committee structure has been updated it following resolutions be adopted to streamline the responsibilities of the committee.

- a) **Motion that Item 8.01(a)** be updated to identify the Coaches Representative as the Chair of the competitions committee.
- b) Shall authorize and sanction Provincial Competitions according to Swimming/Natation Canada Rules.



- c) Shall provide to the meet managers of all clubs the meet schedule for the following year along with bidding procedures and guidelines.
- d) WHEREAS, it is the responsibility of the Meet Managers to ensure all provincial sanctioned meets are adequately officiated  
WHEREAS, the Director of Officials has similar duties outlined in Section 7.05(j)

**Motion that 8.01(d) be removed from the competitions committee responsibilities**

- ~~e) WHEREAS, it has been recognized that the Competitions Committee consists of the body of subject matter experts necessary for the development of competitions in Swimming Newfoundland and Labrador~~

**Motion that 8.01(e) remove the requirement for Executive approval of the Championship meet package “Shall work with the appropriate meet manager(s) to ensure the set-up of Championship meet packages for the year.”**

- f) Shall monitor and review as necessary, all meet formats, time standards, age groupings and present recommendations to the Executive
- g) WHEREAS, time standards are a part of the Provincial Coach/Technical Director roles and responsibilities

**Motion that 8.01(g) be updated to read “Shall liaise with the Provincial Coach/Technical Director to; monitor, review, and provide recommendations to update provincial time standards”**

- h) WHEREAS, the Coaches Representative is a member of the Executive Committee  
WHEREAS, the changes to Item E no longer requires approval, the Committee shall report on Championship Meet packages to the Executive





**Motion that 8.01(h)** be updated to read “The Chair shall report any recommended changes from the three previous items to the Executive”

- i) Shall submit an Annual Report to the Board of Directors
- j) WHEREAS, it has been recognized that the Competitions Committee consists of the body of subject matter experts necessary for the development of competitions in Swimming Newfoundland and Labrador.

**Motion that 8.01(j)** be updated to read “The Chair shall Liaise with Summer Clubs”

WHEREAS, where the above motions have passed, amended, or omitted  
**Motion that 8.01** list of responsibilities be renumbered accordingly

**Motion Vote by show of hands There was a majority of >50%+1**

**Moved by Christopher Mercer**

**Second by John Kennedy**

**Motion Passed**

### **9.3 Motion from St.John”s Legends**

Section 6.08 Entrance Fees - New edition proposed by SJL.

- (c) **A member applying to host an additional meet of inter-provincial or higher-level competition under Section 6.02 (f) may, at the time it requests meet sanction, file a written request that the Executive approve meet fees that exceed those permitted by Sections 6.08 (a) or (b), above. The Executive may, at its sole discretion, approve or deny such a request.**

**Motion Vote by show of hands There was a majority of >50%+1**

**Moved by Blair Pritchett**

**Second by Leonard Roxon**

**Motion Passed**



**10.0-** Elections were held as per SNL policy and results were:

- **President** - Bill Hogan By acclamation
- **Treasurer**- Sean Kelly by acclamation
- **Chair of Officials**- Eric Rose by Acclamation
  
- **Vice President**- – Terra Cumby by acclamation
- **Director of swimming Development (1 year)**-Suzanne Drodge

### **11.0 New Business**

**Randy Ball**- whereas the position of chair of technical properties has been deleted from the articles of association, that the executive of SNL seeks to appoint an individual to oversee the timing system and to conduct the necessary maintenance to insure the system is operation at its optimal level for competitions. This appointment will be on an annual basis. This is an action item for SNL.

- Review of timing equipment restricted fund

Mark Cumby- New SNL executive to review the bylaws and policy's regarding fee structure as it regards to meet fees.

- More recognition at meets about swimmers' accomplishments.

- Review possibly to aid in cost of SNL Championship meet to enhance the quality of the Meet.

-Next AGM in September 2019

**10.0 Adjournment** - Meeting was adjourned at 12:33 pm

**Moved** – John Kennedy

**Second** – Paul Macdonld

Recorded by Secretary – Jeff Nelson