

**RICHMOND KIGOOS SWIM CLUB**  
**Directors Planning Meeting**  
**May 24, 2015**

1. Approval of Agenda Chris
2. President's Report Chris
  - Ava has had a very positive start – good feedback
  - Encourage parents to ask group coach and if still have questions go to Ava
  - Online sign up numbers a bit low – please remind coaches to talk to parents about signing up for meets – only 80 signed up now
  - Icebreaker package is on-line now
3. Head Coach Report Ava
  - Kids excited
  - Settling in to groups
  - Coaching staff mixing well
  - Good team
  - Moving day done
  - Shed organised by Ava
  - Wants to get fins, pull boys and kick boards
    - Looking on team aquatics for ordering – we have a credit
  - Ava will be learning Hytech this week – Joanne and Dana can help her with this
4. Regional Report Zoë
  - Have not met yet this year
  - We will provide man power only for food at Regionals – not organising
  - We are responsible for timing – not marshalling
  - Zoe will find out if we need to have someone with food safe for that.
5. Registration Update Joanne
  - It is done. Low 200s swimmers and about 25 masters
  - Joanne leaves July 8<sup>th</sup> Nadia and Craig can help with registration if anything needs to be done after Joanne leaves.
6. Treasurer's Update Craig
  - \$96,000 this year \$90,000 had been budgeted
7. Upcoming Events:  
Mock Meet - Ava / Nancy
  - Ava will send out a timeline notifier tomorrow
  - No warm-ups this year but warm-ups at regular meets will be explained
  - Zoe can organise officials and timers

- Sandra will do the marshalling
- Priority will be given to kids who have not been a meet before
- Sign in at 6:45. First race will be at 7:10 Last race will be at 9:15
- Breakfast will be from 9 – 10am
- Parent orientation will happen concurrently - Zoe can talk to Rosemary about setting this up
- Bert will follow-up with Sartaj about the possibility of having Hytech set up for the mock meet
- About 20 volunteers have signed up for the meet. They will be put into the various volunteer positions when they arrive at the meet on Saturday
- Myra Buckley will do social committee with Nancy – she will shadow Nancy
- Sausages will be pre-cooked on BBQ and waffles heated in kitchen
- Chris will send a reminder about sign up

#### Posters / Cheers Night Ava / Nancy

- Short practice
- Posters before or after they swim
- Ava will do a schedule
- The more kids who come the more parents show up to help with set up for the icebreaker
- A reminder will be sent that even families who do not have kids swimming are encouraged to attend
- Nancy will send out food order for cheers on the weekend after the mock meet

#### 8. Ice Breaker - Bert

- Key people are in place
- The city will be getting back to Bert about city's BBQ service – they deliver propane and BBQs
- Joanne Nicholson will do the food for officials
- Steveston Community Centre will arrange a pick-up of garbage and recycling bins on Friday and on Monday
- There will be a water station
- Good turnout at stroke and turn clinic
- Bert will organise a microphone
- Tower – box will be set up on top of the shed – it has been reinforced
- Headsets? Zoe will ask about borrowing them to use between marshalling, the tower and the office
- The mock meet will be a trial run of how the move of the tower will work
- The guest coaches will sit at the end of the bleachers
- Club volunteer sign-up sheet for timing will go up the night before
- Clean up at the end will be encouraged – parents and seniors – Megan can encourage parents whose kids are not swimming to show up at the end of the meet to volunteer with take down.

- New job will be someone to manage garbage – throughout the meet at the end of the day on Saturday
- We won't use the west side of the parking lot
- Craig will provide a donation cheque for the Buddhist Temple
- We need 4 new canopies this year
- Ruby is in charge of concession – she has her crew already organised

#### 9. Club Photo Night - Chris

- Chris is looking for feedback about this
- Suggestion on doing this by the group
- Will use the same company as in previous years
- Since Bob will be away this summer perhaps there will be another person in the club who likes to take photos at meets/events

#### 10. Other Business

- Conflict Resolution
  - Nadia will be doing a workshop with the coaches on Saturday after the mock meet to help with skills for managing potential conflict in their groups, with parents, officials.
- Salmon Festival
  - Megan will be organising the float
  - Wondering about a budget
  - Committee of people who are interested in planning it
  - Megan and Craig will connect to talk about options
- Hell Week
  - Concerns about discluding kids who do not attend every event
  - Seniors will stay the same
  - JDs it is more of a fun week
  - Coaches give them lots of opportunity to make things up
  - Idea of teams within the club with all age groups – one team wins at the end

#### 11. Logo painting project - Bruce

- Proceeding – moving forward
- Going back to present vision at their meeting on June 2<sup>nd</sup>
- Some questions around the logo and sight lines
- City of Richmond logo and Kigoos logo

#### 12. Cage – Bruce

- City has agreed that the cage needs to be replaced
- Hoping to have materials donated
- Probably won't be this year

### 13. Provincials Hotels Zoë

- 29 rooms booked at the Sandman in Victoria
- Need to pre-book rooms for the coaches

Next meeting: No meeting scheduled. Board will meet informally on an as needed basis once meets start.