

SEA LIONS

SWIMMING

Agenda

Sea Lions Committee Meeting
Wednesday, April 24, 2024, 7:00 p.m.
Hosted Online

Sea Lions Committee Members: Philip Chen, Alex MacKinnon, Cherry Wang, Kerry Milton, Sharlene Speers, Liska Harbinson, Sarah Williams, Rachel Widdifield, Jill Sully

Regrets:

Guests:

CWC Management & Swim Coaches: Kate Vanderbeek

1. Call to Order – Chair Alex MacKinnon
2. Approval of / additions to Agenda
3. Approval of March Minutes
4. Chair Report: Alex MacKinnon
 - 4.1. Fernie Summary, planning for next year.
 - 4.2. Upcoming Budget Meeting.
 - 4.3. By-Law Changes
 - 4.4. AGM Date Confirmation, Due Notice, & Room Booking
5. CWC Management & Swim Coaches
 - 5.1. James Gattinger – Director of Athletics
 - 5.2. Kate Vanderbeek – Head Coach
 - 5.2.1. Coaches Report Attached
6. Vice Chair – Philip Chen
7. Treasurer's Report: Cherry Wang
 - 7.1.1. Financial Statement attached in Appendix
8. Business arising from the minutes
9. New Business.
10. Director Reports
 - 10.1. Operations Committee Director – Sharlene Speers
 - 10.1.1. Awards for end of season
 - 10.2. Equipment Manager – Liska Harbinson
 - 10.2.1. Apparel Arrival
 - 10.3. Fundraising Coordinator – Sarah Williams
 - 10.4. Social Coordinator – Rachel Widdifield
 - 10.4.1. Red Deer Planning
 - 10.5. Webmaster – Jill Sully
11. Adjournment

Announcements

Next Meeting - Wednesday, May 22, 2024

Appendix

April – Head Coach Report

RECENT EVENTS

- Western Canadian Championships: March 20-24
- Spring Break: March 22-April 1
- Fernie April 19-21
- Team Photo April 23

UPCOMING EVENTS

- **Upcoming Declarations for May/June Events**
 - Please declare attendance so we can staff accordingly
- **Kelowna Meet: May 9-13**
 - 18 swimmers committed (15 on team travel)
 - Coach Kate & Robyn + Travel Coordinator (Kelly)
 - Coaches and Chaperones (Kerry, Sarah, Morgan) have booked flights, car rentals, hotel
 - Google Form sent out to gather athlete food orders ahead of time
- **Summer Training/Provincials**
 - Program break June 22-July 1: allows families to travel/vacation
 - Training offered July 2-July 26 for Provincials Qualifiers
 - Swimmers must be available to attend a minimum of 80% of these sessions in July, or entry into Provincials will not be permitted
 - Based on lane space provided by aquatics, a maximum of 15 spots will be available for sign-up on NorthStar on a first-come-first-served basis
 - If swimmer cannot meet 80% attendance throughout July, please release their spot to another swimmer on the waitlist

ADDITIONAL ITEMS

- **Sea Lions Tryouts for 2024-2025 season**
 - Monday, April 29th (SL84)
 - Monday, May 6th (SL83)
- **Returning Sea Lions Commitment Date for 2024-2025 Season**
 - May 13th sign up deadline on NS goes live on April 29th.
 - Any remaining spots will be offered to those that attend tryouts as early as May 14th, 2024. Spots are not guaranteed after May 13th deadline.
 - Signup on NS by May 13th is your commitment to be billed monthly training fees on a monthly basis for the first 4 months (Sept-Dec 2024).
 - If a swimmer exits the program between May 14th, 2024 through December 20th, 2024 only the first 4 months of training fees will be billed.
 - If a swimmer exists the program after December 20th, 2024, the remaining monthly fees will be billed on a monthly basis until June 2025.
 - Email with all details went out to families on Tuesday, April 23rd
- **Staff Updates**
 - Payton no longer coaching with Sea Lions as of April 16th
 - Working to secure another coach by early May
 - Will utilize Joylin Nodwell to provide coverage while majority of staff is in Kelowna

Financial Standing

Calgary Winter Club				
Sea Lions Booster Fund				
2023 - 2024 Financial Statement				
		2023/24 YTD Actual	2023/24 Budget	Notes
Revenues				
	Swim Meet Entry Fees	4,800	7,600	
	Fundraising	4,898	16,000	
	Volunteer Shortfall	-	-	
	Inventory Sales Proceeds	14,309	6,990	To be discussed
Total Revenue		\$24,007	\$30,590	
Expenses				
	Inventory Purchases	14,018		To be discussed
	Meet Expenses	1,650	2,700	
	Swim AB, etc	1,550	1,500	
	Video live stream			
		-	-	
	Swim Meets Supplies	-	200	
	Swim Meets Awards	-	600	
	Referee Gift	100	400	
	Equipment	144	3,784	
	Training bungee cords x 4	-	-	
	COMMITT App	-	784	
	Back up starting ledge, 2 extra push buttons and cable for starter \$	-	-	
	False start poll set	-	-	
	Starter	-	-	
	Mis. Purchases	144	3,000	
	Swimmer Development	1,636	4,500	
	Education Seminars	875	1,000	
	Long Course Training Rental	761	2,500	
	Scholarship Fund	-	1,000	
	Social	2,483	14,900	
	Team Photos	-	2,000	
	Hourly coach time for parent conference	-	1,000	
	Food & Drinks charged for parent conference	-	1,000	
	Sep Parent social	-	500	
	Swim meets dinners	1,565	1,000	
	Food for Nutrition and mental wellness edu session	218	800	To be discussed
	Victoria Team dinner	-	500	
	Ferinie	-	1,000	
	Holiday Parties	700	3,000	
	Year End Party	-	3,500	
	Year End Party - Trophies and Awards	-	600	
	Administration and Coaching	6,976	13,868	
	Xmas gifts	1,300	3,500	

Calgary Winter Club				
Sea Lions Booster Fund				
2023 - 2024 Financial Statement				
		2023/24 YTD Actual	2023/24 Budget	Notes
	Yearend Bonus	2,000	2,600	
	Website	94	1,000	
	Office Costs	655	168	
	Misc. admin cost	1,427	100	
	Technical strok training of coaches	-	2,500	
	Technical training of swimmers		2,500	
	Coach swim meets travelling expenses	1,500	1,500	qualifying out of city events
Total Expenses		26,907	39,752	
Surplus (Deficit)		(2,899)	(9,162)	
	Opening Cash Fund Balance	21,403	21,403	
	Current Year Fee Surplus (Deficit)	(2,899)	(9,162)	
Ending Cash Fund Balance		18,504	12,241	
	Beginning Inventory			To be discussed
	Inventory Purchases	14,018		
	Inventory Net Sale/ Purchase Proceeds	(291)		
	Inventory Write-off			
	Ending Inventory Value	13,728		
Ending Total Asset Balance		32,231	12,241	

