



Annual General Meeting Minutes May 22nd, 2019

1. Called the Meeting to order at 6:05pm
2. Election of Executive officers
As there were not multiple candidates that ran for either position Chris Baker was acclaimed as President and Richard Jazvac was acclaimed as Treasurer.
3. Reading and adoption of minutes from the 2018 Annual General Meeting: the minutes were firsted by Sherry Gibson and seconded by Kelly Currier.
4. Report of the Treasurer

Summary of Financial Statements - 2017-18 Season

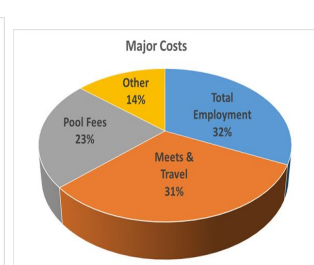
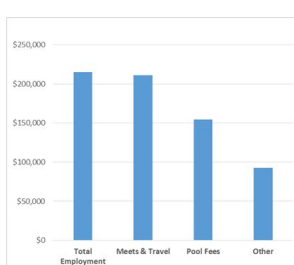
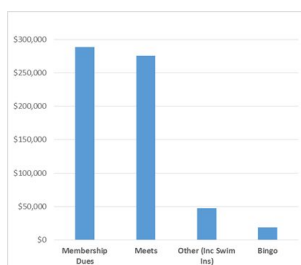
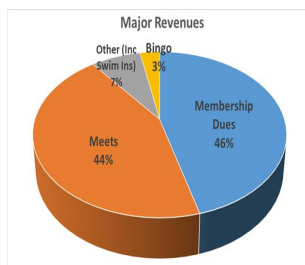
The below summary of the financial statements of Windsor Aquatic Club ("WAC"), as at, and for the fiscal year ended August 31, 2018, have been prepared by WAC management and are derived from unaudited financial statements for which no external review was issued. These summary financial statements do not include all the relevant notes, or comparative analysis.

Statement of Income
year ended August 31, 2018
(Unaudited)

	2018	2017
	\$	\$
Revenues		
Membership Dues	301,125	222,179
Hosted Meets	119,643	152,651
Away Meets	105,183	81,917
Bingo	18,697	17,875
Other	52,029	40,060
	596,677	514,683
Operating Expenses		
Employment	174,873	145,603
Pool Rentals	160,334	181,606
Swim Canada & Ontario	25,810	32,408
Away Meets and Travel	162,258	96,670
Other	46,054	48,301
	569,328	504,587
Income before interest and amortiza	27,348	10,095
Interest Expense	(209)	85
Amortization	-	-
	(209)	85
Net Income	27,139	10,181

Balance sheet
as at August 31, 2018
(Unaudited)

	2018	2017
	\$	\$
Assets		
Current assets		
Cash and deposits	86,980	71,224
Accounts receivable - operating and accrued	5,798	6,100
Inventory	4,134	-
Prepaid expenses	1,100	3,409
Other current asset	500	500
	98,012	81,233
Capital assets - net	971	-
Other assets		
	98,983	81,233
Liabilities		
Current liabilities		
Accounts payable - operating and accrued liabilities	6,754	4,735
Unearned revenue - pre-registration	7,500	18,906
	14,254	23,641
Equity	84,729	57,592
	98,983	81,233



Estimated Cash Flow as of fiscal year end August 31, 2019

Cash on Hand and Cash Requirements:

- As at April 30, 2019 was **C\$154,669.19***
- **As at May 21, 2019 was C\$101,186.03***
- Forecasted as at August 31, 2019 at **C\$37,652.95***
 - Immediate fixed cost requirements of \$70k for employment & pool costs between May - August.

Accounts Receivable:

- As at April 30, 2019 was **\$15,572.97** (May 21/19 was **\$31,811.07**)
- Active family accounts greater than 60 days past due **\$6,823.56**

Forecasted Budget for the 2019-2020 Season

WINDSOR AQUATIC CLUB
FORECAST 2018-2019 (8 Month Actuals)
STATEMENT OF INCOME AND EXPENSES

\$ CAD	Q1	Q2	Q3	Q4	FY
REVENUE: (\$)					
MEMBERSHIP DUES	283,249	5,115	250	0	288,614
MEETS - HOSTED and AWAY	36,629	113,158	55,665	70,405	275,857
BINGO	5,183	5,703	4,112	3,848	18,847
OTHER (Inc Swim Ins)	26,334	3,381	16,405	1,456	47,575
TOTAL OPERATING REVENUE	351,395	127,357	76,432	75,709	630,893
EXPENSES: (\$)					
TOTAL EMPLOYMENT COSTS	53,131	55,873	53,754	52,220	214,979
POOL FEES	47,681	42,031	40,520	24,000	154,232
MEETS & TRAVEL	23,902	87,220	46,563	53,383	211,067
OTHER	54,860	12,676	4,873	20,497	92,905
TOTAL OPERATING EXPENSES	179,574	197,799	145,710	150,100	673,183
OPERATING SURPLUS (DEFICIT)	171,821	(70,442)	(69,278)	(74,391)	(42,290)
MISC. INCOME (EXPENSE) - OTHER	(77)	372	(125)	(121)	49
AMORTIZATION	(40)	(53)	(79)	(79)	(251)
NET SURPLUS / (DEFICIT)	171,703	(70,123)	(69,482)	(74,590)	(42,492)

- **The board of directors has been looking at offsetting the likelihood of running a deficit next year by increasing membership fees. See below:**

WAC 2018/2019 Fee Schedule								WEST 2018/2019 Fee Schedule*					
	Fee	Swim Ont/Can	Total	H2O	Dryland	Training weeks	Cost/H2O hr		Fee	H2O	Dryland	Training weeks	Cost/H2O hr
Seal JR	\$1,200	\$ 93	\$1,293	3		39	\$ 431.00	Future Stars	\$ 830	1		39	\$ 830.00
Seal	\$1,200	\$ 93	\$1,293	3		39	\$ 431.00	Bronze	\$ 830	1		39	\$ 830.00
Competitive	\$1,400	\$ 93	\$1,493	4		39	\$ 373.25	Silver	\$1,070	2		39	\$ 535.00
Age Group Development	\$1,800	\$ 113	\$1,913	5		39	\$ 382.60	Gold	\$1,330	3		39	\$ 443.33
Age Group	\$2,000	\$ 133	\$2,133	7.5	1	42	\$ 284.40	Teen	\$1,630	6.5		42	\$ 250.77
Provincial	\$2,200	\$ 133	\$2,333	9.5	2	42	\$ 245.58	Platinum	\$1,630	4		42	\$ 407.50
Senior Development	\$2,400	\$ 153	\$2,553	12.5	3	43	\$ 204.24	Seals	\$1,630	4.5		43	\$ 362.22
Senior Bronze	\$2,500	\$ 153	\$2,653	13.5	3	43	\$ 196.52	Beaver	\$1,980	6	2	43	\$ 330.00
Senior Silver	\$2,600	\$ 153	\$2,753	15	3	46	\$ 183.53	Otter	\$2,480	10	2	43	\$ 248.00
Senior Gold	\$2,700	\$ 153	\$2,853	16.5	3	46	\$ 172.91	Barracudas	\$2,670	12.5	3	43	\$ 213.60

*as per website

Facility increases (St. Denis pool fees now include charge for lifeguard hours)

City Fee Schedule -
Pool / Lane Rental

	2014	2015		2016		2017		2018		2019	
		Increase		Increase		Increase		Increase		Increase	
25 m / hr	\$ 9.85	\$ 10.15	3.0%	\$ 10.15	0.0%	\$ 10.25	1.0%	\$ 10.75	4.9%	\$ 11.00	2.3%
50 m / hr	\$ 19.70	\$ 20.30	3.0%	\$ 20.30	0.0%	\$ 20.50	1.0%	\$ 21.25	3.7%	\$ 22.00	3.5%
Lifeguard / hr	\$ 18.20	\$ 22.00	20.9%	\$ 22.00	0.0%	\$ 22.75	3.4%	\$ 23.50	3.3%	\$ 24.25	3.2%
Competition / hr	\$ 200.00	\$ 250.00	25.0%	\$ 250.00	0.0%	\$ 277.75	11.1%	\$ 286.00	3.0%	\$ 300.00	4.9%

	2014 to 2019 increase	
25 m	\$ 1.15	11.7%
50 m	\$ 2.30	11.7%
Lifeguard	\$ 6.05	33.2%
Competition	\$ 100.00	50.0%

Therefore because of increased pool fees, the hiring of an office manager (Nancy Hanes), increased coach costs and lost revenue from not running Provincial swim meet due to issue with the pool current the suggested membership fee increase is as follows:

Proposed Fee Increase 10%

WAC 2019/2020 Fee Schedule							WEST 2019/2020 Fee Schedule						
	Fee	Swim Ont/Can	Total	H2O	Dryland	Training weeks	Cost/H2O hr		Fee	H2O	Dryland	Training weeks	Cost/H2O hr
Seal JR	\$1,320	\$ 93	\$1,413	3		39	\$ 471.00	Future Stars		1		39	\$ -
Seal	\$1,320	\$ 93	\$1,413	3		39	\$ 471.00	Bronze		1		39	\$ -
Competitive	\$1,540	\$ 93	\$1,633	4		39	\$ 408.25	Silver		2		39	\$ -
Age Group Development	\$1,980	\$ 113	\$2,093	5		39	\$ 418.60	Gold		3		39	\$ -
Age Group	\$2,200	\$ 133	\$2,333	7.5	1	42	\$ 311.07	Teen		6.5		42	\$ -
Provincial	\$2,420	\$ 133	\$2,553	9.5	2	42	\$ 268.74	Platinum		4		42	\$ -
Senior Development	\$2,640	\$ 153	\$2,793	12.5	3	43	\$ 223.44	Seals		4.5		43	\$ -
Senior Bronze	\$2,750	\$ 153	\$2,903	13.5	3	43	\$ 215.04	Beaver		6	2	43	\$ -
Senior Silver	\$2,860	\$ 153	\$3,013	15	3	46	\$ 200.87	Otter		10	2	43	\$ -
Senior Gold	\$2,970	\$ 153	\$3,123	16.5	3	46	\$ 189.27	Barracudas		12.5	3	43	\$ -

- Appointment of an Auditor: it was put to the membership that an audit is not required unless the club made over a million in revenue. It was noted that if the club wants to apply for a Trillium Grant in the future that a review engagement would suffice.
***The membership voted and 25 of the 34 members present voted in favor of allowing the Board of Directors to decide when and if an audit is required.**

5. Correspondence

During the clubs Spring Invitational the pool flow/current was tested and it was determined the issue has been resolved according to Swim Canada, therefore allowing Swim Ontario to award our club the 2020 Winter Festival meet. This is great for the club as Swim Ontario meets are more profitable for the club. There has been no formal request put forward from Swim Canada for the club to be LOC for Easterns.

6. Membership Committee

Post cards will be sent out to community schools to advertise our club to help increase registrations

Team Travel-Markham Team Travel Meet 2019

A big thanks was given to Nancy Hanes for booking everything for the meet and to Sherry Gibson for organizing the Raffle to help raise funds to cover costs of the meet.

Item	Expense	Information
Hotel Hotel Late Check-Out	\$14,857.08	28 hotel rooms 65 swimmers 3 coaches 5 chaperones
Bus Bus Driver Tips	\$10,305.60 \$400.00	
Food-Lunch/Dinner/Snacks	9,907.58	
Coach-Per Diem	\$600.00	
TOTAL COST	\$36,070.26	Revenue from Raffle-\$7325.00
TOTAL COST/SWIMMER	\$410.05 (if sold tickets) \$522.75	

Social Committee

Attendance at awards banquet increased from previous years. New record set with WAC having 100+ swimmers qualify for a Regional or higher level meet. ICG raised \$770 during the banquet. A big thanks was given to Lori Kempe and Jodi Burgon for organizing and decorating for the banquet. The 50th WAC Anniversary planning is underway with Nancy taking the lead. It will be highlighted on the new website.

Sponsorship Committee

Advertising for the 2018/19 season – Total \$3,224.75

2018 Biz X Magazine: \$649.75

Parks & Rec Activity Guide: 2 editions: \$525

Promotional Videos series of 5 -15 & 30 sec videos: \$2000

Sponsorships: Total: \$3250 +*

- WFCU: \$1500
- Security One: \$1000
- Arcelor Mittal: \$300
- Reko Tool and Mold: \$250
- Southern Manufacturing: \$200
- *WIATC: \$250
- *Ly Sports: \$500 + (gift cards for SOTM plus gift baskets)
- *Townsuites Marriott, Best Western, Sam's Pizza

Nancy encouraged families to seek sponsorship for the club to help with costs.

The WAC website will be updated by two college interns. It was suggested by a member to update the Time Standards on the website. Pictures have been uploaded to both our club Flickr account and Facebook page. It was suggested by a member that the club look to apply for grants to help offset costs, Nancy is working on applying for grants.

Bingo Committee

WAC receives funds through the City of Windsor/OLG Bingo Charities. Volunteers work 1 to 3 sessions per month at Breakaway Bingo; duration of each session is two hours and available year round. Max volunteer list is 20 parents/family members.

FY2016 \$15,424; FY2017 \$17,875; FY2018 \$18,709

FY2019 \$13,758 (Act April end) Forecast FY 2019 \$18,000

Bingo proceeds are used to cover Coach Expenses. The revenue is used as a budget template for High Performance Funding. Expenses associated with attending National meets. Carla will no longer be coordinating our Bingos, a big thank you went out to Carla for all her years of hard work on organizing this for the club. A call out for another member to volunteer to take on Coordinating the Bingos was held. Dayna Wagner offered to take on this role.

Fundraising Committee

FY 2019 two Fundraising initiatives

Raffle in support of Team Travel to Markham Jan 2019.

- Raised \$7,325

Sink or Swim Challenge

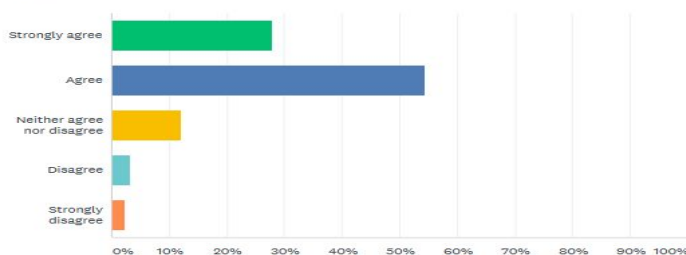
- Raised \$13,051 raised with a fundraising period April 26 - May 11, 2019.

7. Presidents Report

- Strategic Plan Survey Results will be used to develop WAC's first Strategic Plan, Mission Statement and Vision.

In general, I believe the club is making good progress.

Answered: 90 Skipped: 0



ANSWER CHOICES	RESPONSES
Strongly agree	27.78% 25
Agree	54.44% 49
Neither agree nor disagree	12.22% 11
Disagree	3.33% 3
Strongly disagree	2.22% 2
TOTAL	90

- The club is working on improving its partnership with the WIATC to help support the growth of the club. A long term commitment is being developed with Swim Ontario with regards to hosting swim meets. Ordinary members are being encouraged to look at where they can help support the longevity of the club by volunteering to help fill key roles within the club and on the Board.
- Challenges ahead will be securing long term coaching staff, growing the club membership and having financial sustainability all of which the Board of Directors have been working on.

8. Coaches Report

2018/19 Season

- 147 swimmers to start season in competitive stream
- Includes 5 transfers from WEST
- 19 swimmers currently in the S4S program
- 38 totally new swimmers
- 167 total as of May in competitive stream

Number of swimmers attending meets

Meet Name	Swimmer Count	Meet Name	Swimmer Count
2017 Age Group International (SC)	63	2018 AGI	75
Ontario Junior International	6	Ontario Junior International	3
Border City Invitational	138	Border City Invitational	149
MAC Winter Invitational	63	MAC Winter Invitational	70
2018 Easterns	16	2019 Easterns	6
Ontario Winter Short Course Festival	19	Ontario Winter Short Course Festival	19
Western Region SC Championships	78	Western Region SC Championships	63
Ontario Spring LC Championships	16	Ontario Spring LC Championships	6
Swim Ontario AA's	7	Youth Jr's (AA's)	28
2018 WAC Spring Invitational	147	2019 WAC Spring Invitational	153
2018 Nationals	2	2019 Trials	5
2018 SEAL Champs	48	2019 SEAL Champs	61
Amanda Reason Invitational	133	Amanda Reason Invitational	146
WOSA 2018 Regional Long Course	66	WOSA 2019 Regional Long Course	102
2018 Swim Ontario Summer Festival	19	2019 Swim Ontario Summer Festival	24
2018 Ontario Summer Provincial Championships	12	2019 Ontario Summer Provincial Championships	13
2018 Jr's	3	2019 Canadian Jr's	4
2018 Summer AA's	17	2019 Summer AA's	28
2018 Summer Trials	3	2019 Summer Nats	not attending

WAC Swim Groups And Their Focus

WAC Group	Level of Competition	LTAD Stage
S4S	In house	<u>FUNdamentals</u>
SEAL	Local (SEAL)	FUNdamentals / Learn to Train
Competitive	Local (SEAL)	Learn to Train
Age Group Development	Regional	Learn to Train
Age Group	Regional/ Festival	Learn to Train
Provincial	Festival / AA	Learn to Train / Train to Train
Senior Development	Regional/ AA	Train to Train
Senior	Regional /Provincial / National	Train to Train / Train to Compete

9. Elections for Director at Large

Election results: Sherry Gibson and Teresa Tennant will join the board for a 2 year term

10. New Business

Hosted Meets for 2019/20 Season - 7 meets

- Pentathlon - Saturday October 12, 2019 (holiday)
- Seal WAC - Sunday November 3, 2019
- Border City - December 6-8, 2019
- Winter Festivals - February 22-23, 2020
- Spring Invitational - March 27-29, 2020
- Swim Canada Eastern's - April 16-19, 2020 (Pending)
- WOSA LC - May 29-31, 2020

11. Meeting Adjourned at 8:10pm

