

**Petawawa Predators Swim Club
Executive Meeting
Date 12 August 2024
(In-Person at Dundonald Hall Conference Room)**

Attendance: Sarah Voisin – Vice President
Victoria Kloos – Registrar / Officials
Roman Nahachewsky – Swim Meet Manager
Debra Merrick - Fundraising Rep
Amanda Burrows – Marketing Rep
Liz Morton – Volunteer Coordinator
Natasha Collins – Communications
Kate Quirt – Secretary
Amanda Grenier – Equipment Manager
Chela Breckon – Head Coach

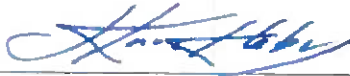
Regrets: Jesse Knockleby – President
Lindsay Donahue - Treasurer

Item	Discussion	Action
I	Meeting called to order at 1809hrs	Info
II	<p><u>Previous Business (Open Action Items):</u></p> <p>a. Action Item – The custom order of swim caps has arrived. Equipment Manager will reach out to LY as the PPSC lettering is not white Status: Still ongoing.</p> <p>b. Action Item – Booth for the Garrison Day on 24 August is organized. Total expense came to \$99.88 for candies, games, and prizes. Tent, chairs, tables, and volunteers have been secured for the day. Status: Complete</p> <p>c. Action Item – Registrar has updated Officials List and already sent out update to the club regarding officials training available over the summer. Status: Complete.</p> <p>d. Action Item – Vice President has secured DDH pool and classroom bookings for all home meets and swimathon for the 2024/25 season. Status: Complete.</p>	<p>Amanda Grenier</p> <p>Amanda Burrows</p> <p>Victoria Kloos</p> <p>Sarah Voisin</p>

<p>III</p>	<p><u>Coaching Update:</u></p> <ul style="list-style-type: none"> a. Head Coach will be sending out contracts this week to the coaching staff. She has 1 new hire who has been contracted for a single session at this time. Her name is Julie. She will become deck qualified and act as deck supervisor to free up coaches Chela and Chris to focus on coaching swim technique. b. Head Coach clarified that in Ontario the age is 15 to access all requisite training therefore the Junior Coaches will be able to become fully deck compliant to supervise training. c. Head Coach will be completing her Level 2 coaching this year d. The Arnprior pool has been booked for August 21 from 1600-1900hrs for the Sprint Camp fundraiser. Coach Chela together with the coaches from WAVE will be running the camp. In order to proceed, she requires at minimum 25 athletes to register. She will create a poster and send to Natasha to distribute. e. Deep River opened their pool. Coach Chela will reach out to see if there will be an early bird timing for lane swim available 	<p>Info</p> <p>Info</p> <p>Info</p> <p>Info</p> <p>Info</p>
<p>V</p>	<p><u>2024/25 Season Planning:</u></p> <ul style="list-style-type: none"> a. Registration opens tomorrow. All spots are expected to fill completely. b. Action Item – Vice President to liaise with Registrar to confirm number of swimmers requiring a swim assessment in order to book DDH pool. Head Coach is available Sept 4 after 1400hrs or anytime Sept 6 for these assessments. c. Vice President outlined the Swim Competition Schedule. It was noted that there will be no swimmers that will qualify for provincials this year. Discussion was had regarding allocating the funds that have historically gone to these meets to fund attendance at the East Coast Regionals in St John’s, New Brunswick. This meet will occur 28 Feb – 2 Mar or 22-23 March. d. Vote: Roman made a motion to relocate the money that has historically gone to support the club competing at the Ontario provincial meets to the East Coast Championship (in St John’s New Brunswick). The motion was seconded by Natasha. All were in favour. Debra Merrick abstained. 	<p>Info</p> <p>Sarah Voisin/Victoria Kloos</p> <p>Info</p> <p><u>Vote</u></p>

	<p>e. Discussion was had over the possibility of live streaming home meets races for families outside the pool area. The maximum occupancy of the pool area is 272. There are generally 40 officials on deck and 130 swimmers per session. To maximize the number of swimmers that the club can host, this may be an option. Coach Chela reports she has access to resources should we choose to pursue live streaming.</p> <p>f. Vice President has no further updates from NKB. If our club cannot participate in this event the alternative is to seek out a long course meet in the Toronto area</p> <p>g. Discussion was had surrounding the 14 September parent meeting. The format of this meeting will be similar to the AGM with power point and most of the presentation by the President and Vice President. Topics to be raised include: volunteering opportunity and points system, becoming and being an official, how to read a meet package, learning about sign up genius.</p> <p>h. Action Item: Vice President will create a power point presentation for the 14 September meeting that will later be distributed to families</p>	<p>Info</p> <p>Info</p> <p>Info</p> <p>Sarah Voisin</p>
VI	<p><u>Other Business / Routine Updates:</u></p> <p>a. The meeting schedule was decided to be the first Tuesday of every month at 1830hrs.</p> <p>b. Ideas were discussed around the Halloween fun swim with various fundraising ideas raised including the possibility of a bake sale and silent auction</p> <p>c. Discussion was made around presenting families with the option to having photos taken of their swimmer(s) to then be used to communicate their accomplishments with the wider swim club and their families.</p> <p>d. Action Item: Marketing Rep will talk with PSP to learn if there are specific PSP guidelines in regards to taking pictures of swimmers and uploading onto social media (beyond the Photo Approval paperwork that is already part of the Registration Package)</p> <p>e. Action Item: Equipment Rep will organize kit shop and reach out to LY to look at option to expand items families are able to purchase and to ensure the discount is applied</p>	<p>Info</p> <p>Info</p> <p>Info</p> <p>Amanda Burrows</p> <p>Amanda Grenier</p>

VII	<u>Next Meeting</u> : 3 Sept at 1830 hrs at the DDH Conference Room.	Info
VIII	<u>Adjournment</u> : Meeting adjourned by Meet Manager, Roman Nahachewsky at 1958 hrs.	Info



Jesse Knockleby
 Club President
 Date: 23 Aug 2024



Kate Quirt
 Club Secretary
 Date: 23 Aug 2024

VI.d.
 COMMENTS: *Provided club social media policy section related to pictures of youth.*
VI.e. "Kit shop" referencing purchasing equipment and immediately distributing. No kit shop with inventory exists.



Brendan Cunliffe
 Manager Community Recreation

Date *5 September 2024.*

RECOMMENDED/NOT RECOMMENDED

Nathan Lane
 Senior Manager PSP

Date

APPROVED/NOT APPROVED

LCol N.B. Forsyth
 Deputy Commander 4 CDSG

Date