

K-W Synchro Club  
(Waterloo Region Artistic Swimming Club)  
ANNUAL MEETING  
October 18, 2020  
Held Virtually through Zoom  
MINUTES

1. Call to Order

Leanne McDonnell called the meeting to order at 2:00pm.

1.1. Presiding Officers & Welcome

Leanne McDonnell chaired the meeting. Erika Lindner was the recording secretary. Ms. McDonnell introduced our consultants and guests, noting who was in attendance. She also thanked Members for attending this year's Annual General Meeting. Ms. McDonnell reviewed all technical considerations for the Zoom meeting and reviewed the voting procedure

Board

Leanne McDonnell	President
Erika Lindner	Vice-President/Past-President
Susan Simanzik	Treasurer
Jennifer Putnam	Secretary
Angela Gubacsi	Director-at-large
Dana Irvine	Director-at-large
Elena Podolsky	Head Coach

Guests

Steve Indig, Sport Law & Strategy Group  
Darren Carter, City of Waterloo  
Lisa Collins, City of Kitchener

Regrets

Susan Simanzik	Treasurer
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1.2. Attendance & Proxies

**Members (via Zoom)**

Monica Massey	Nicole Clemmer
Jennifer Putnam	Lori Burton
Corine MacGillivray	Lilla Szatmary-Ban
Jinli Yin	Doug & Corrine Loucks
Dana Irvine	Anna Zietek
Connie Zavitz	Julie Scheffel
Beata Mazurek	Stephanie Penner
Renee Dick	Donald & Laura Bowman
Kelly Mueller	Anjali Banerjee
Jacki Lavigne	Angela Gubacsi
Renee Avdoulas	Donna Harris
Jennifer Martin	Oana Tefler

## **Proxies**

Yingli Hou	Tim Crits
Iann Lennox	Samantha Giggs
Lola Mazour	Greg Kaut
Kristy McDonnell	Angela Fagel
Krista Maceachern	Sarah Cadeau
Rachel Molnar	Jolene Macdonald
Daisy Hodgson	

## 2. Establishment of Quorum

Total Members present or attending by conference call: 24 Members

Total Member Proxies received prior to the AGM: 13 Proxies

Quorum was achieved and the 2020 Annual Meeting was found to be duly constituted

## 3. Approval of Agenda

RESOLVED that reading of the agenda is waived and the agenda for the 2020 Annual Meeting is approved as presented.

Motioned by: Dana Irvine

Seconded by: Stephanie Penner

There being no additions, deletions or corrections to the Agenda, the Agenda stands approved.

## 4. Approval of the Minutes of the Previous Annual Meeting

RESOLVED that reading of the Minutes is waived and the Minutes of the Annual Meeting of September 22, 2019 are approved as presented.

Motioned by: Dana Irvine

Seconded by: Kelly Farrell-Mueller

There being no corrections to the Minutes, the Minutes stand approved.

## 5. Business Arising from the Minutes

There was no business arising from the Minutes of the previous Annual Meeting.

## 6. Approval of K-W Synchro Club Legal Name Change

Ms. McDonnell referred to the document circulated in advance of the Annual Meeting on this agenda item. Ontario Artistic Swimming's Club Compliance Policy that came into effect January 2020 states that all member clubs must have the words "Artistic Swimming" in its legal name. That has led to the key change of our Legal Name to match our operating name of Waterloo Region Artistic Swimming Club. The board recommended on September 7, 2020 at its Board Meeting to align the legal name with our operating name of Waterloo Region Artistic Swimming Club to comply with this policy and eliminate confusion within all levels of our governing bodies between the two separate names.

RESOLVED that the change in the legal name of the Corporation from KW Synchro Club to Waterloo Region Artistic Swimming Club is approved.

Motioned by: Dana Irvine

Seconded by: Doug Loucks

In Favour: 36 Opposed: 0 Abstained: 1

### 7. Confirmation of Changes to the K-W Synchro Club By-laws

Ms. McDonnell referred to the document circulated in advance of the Annual Meeting on this agenda item, noting that the board is requesting that Members confirm changes to the By-laws that were approved by the Board in September of 2020 together with Temporary By-law No. 2 (Amended By-laws Phased Implementation Plan) that was approved in September 2020. There was no discussion.

RESOLVED that the changes to the K-W Synchro Club By-laws and Temporary By-law No. 2 (Amended By-laws Phased Implementation Plan) are confirmed as presented.

Motioned by: Dana Irvine

Seconded by: Angela Gubacsi

In Favour: 36 Opposed: 0 Abstained: 1

### 8. Confirmation of Temporary By-law No. 2 (Amended By-laws Phased Implementation Plan)

Member Kelly Farrell-Mueller asked for an explanation on what the Tempory By-law No.2 meant. Ms. Lindner answered the question explaining that currently the entire board would be up for renewal in the same year. To follow best practices for the organization the Temporary By-law will implement a plan to stagger the terms of current board members until it aligns with new terms of the By-laws.

Motioned by: Julie Scheffel

Seconded by: Angela Gubacsi

In Favour: 37 Opposed: 0 Abstained: 0

### 7. Finance Report

Erika Lindner provided an overview of the financials as Treasurer Susan Simanzik was unable to attend.

Ms. Lindner provided an overview of highlights from our Financial Report

Fundraising Total - \$26,092.21

Donations Total - \$55,000.00

Competitive Fees - \$181,000.00

Novice/Rec Fees - \$58,000.00

The club was extremely fortunate to be able to finish all of its yearly fundraising prior to the Covid-19 shut down. This consisted of our Yearly Raffle, Waterloo Invitational and the hosting of Central Regionals.

Ms.Lindner made a note that Bingo Revenue was down due to the closure of the Bingo Hall due to covid-19.

Ms. Lindner shared the pool costs of the club for the season which were:

Cameron Heights Pool	\$8,843.78	\$125.77 per hour	70 Hours Used
Waterloo Simplex	\$8,610.83	\$56.43 per hour	153 Hours Used
Elmira Pool	\$55,416.08	\$41.70 per hour	1329 Hours Used

Ms. Lindner reviewed the Income Statement and pointed out the utility of the Government Wage Subsidy programs and the CEBA loan for small businesses.

Kelly Farrell-Mueller asked where the Donation amounts came from and whether they were from individuals or from businesses. It was explained that these donations came from individuals.

#### 8. Presentation of Board and Committee Reports

Leanne McDonnell noted that the AGM Board Reports were circulated in advance of the Annual Meeting. To expedite business, she proposed that, the AGM Board Reports are grouped into one action. Members will be asked to receive the Board Reports in a single motion. Ms. McDonnell asked whether anyone had any concerns with this approach? There were no concerns.

RESOLVED that the AGM Board Reports are received as presented.

Motioned by: Connie Zavitz

Seconded by: Angela Gubacsi

In Favour: 36 Opposed: 0 Abstained: 1

#### 8. Appointment of the Accountant

The board has retained the services of Ward & Uptigrove Accounting Firm to perform a Review Engagement of the 2019/2020 Financial Statements.

Ms. McDonnell asked for a motion to approve Ward & Uptigrove Accounting Firm as the auditor for the 2019/2020 Fiscal Year.

Motioned by: Dana Irvine

Seconded by: Anna Zietek

In Favour: 37 Opposed: 0 Abstained:

#### 10. Other Business

Leanne McDonnell thanked everyone for attending the Annual AGM. Leanne also thanked all parents that contributed to getting the pool ready to restart the competitive programs. She also shared that our coaches and athletes are doing a great job at following all of the covid-19 procedures. There was no other business.

#### 11. Adjournment

RESOLVED that the meeting is adjourned at 2:22pm.

Motioned by: Dana Irvine

Seconded by: Angele Gubacsi

There being no further business and no objections, the meeting is adjourned.