

central
SEP 27 2019

Referred To DCU



Grant for Assistance Application – Central Cariboo

Organization Information Sheet

Name of Organization:	Williams Lake Blue Fins Swim Club	
Mailing Address:	525 Proctor St, 250-303-1199	
Telephone (office):		email: chad.webb@swimbc.ca
Purpose of Organization (From Constitution or Incorporation Documents):	Promote, foster, teach the sport of swimming in Williams Lake and area	
How long has the organization operated in the community?	49 years	
BC Society Registration Number:	S-18987	
Federal Charitable Registration Number: (if applicable)		
Chairperson's name:	Naomi Smith	
Telephone:		email: [REDACTED]
Treasurer or Financial Officer's name:	Phoebe Bailey	
Telephone:		email: [REDACTED]

Date of last Annual General Meeting (Attach minutes and current list of Directors):

June 25th, 2019

Attach the last financial statement prepared and signed by the appropriate person (i.e., CA, CGA, CMA, comptroller, bookkeeper, financial officer, treasurer, etc.).

Previous Year Grant from CRD (if applicable) \$ NA

NOTE: A Final Report for previous year's grant MUST be included with this submission, if not previously submitted.

Current Grant Requested from CRD \$ 10,000



Grant for Assistance Application – Central Cariboo

Please answer the following questions, using additional paper if necessary.

1. What plans has your organization made to fund its activities over the next 3-5 years?

The Williams Lake Blue Fins (WLBF) swim club is a not-for-profit Society run by volunteer parents. The club provides

opportunities for youth in Williams Lake to learn, grow and engage in the benefits of swimming. As part of our yearly activities to help fund the expenses of such a sport, families engage in fundraising activities throughout the year, in addition, to our corporate sponsor and donations recruitment projects. Depending on the goals of the current Board, funds are sought from various sources to help provide the club with revenue to continue promoting swimming and

offering our youth this service. As such, an account has been started towards the acquisition of new swim meet equipment that will be housed in the new pool being built over the next few years.

2. If your organization charges user fees/memberships/admission, attach your current fee structure: attached

3. What are your organization's specific goals and objectives for this year? How do they differ from previous years?

The WLBF swim club's goals remain constant as part of our Constitutional mandate: to promote the sport of swimming. As a competitive club now competing on the National stage, our intention is to continue to be an active

club within the Cariboo region and to continue to promote all competitive swimming especially at our top end. Having local swim meets is not only a benefit to the club and its swimmers, but provides incredible benefits to our local community by bringing in families from alternate clubs who require services from our city during the competition.

4. Who does your organization serve?

Williams Lake and surrounding areas

5. Does your organization receive a rental subsidy from the CRD? If so, how much?

Youth rate when renting the lanes of the swimming pool.

6. Does your organization receive any benefit from permissive tax exemption, and if so, how much?

No

7. Does your organization use CRD owned facilities? If so, which ones?

West Fraser Aquatic Center

8. How will you indicate that the CRD is contributing to your organization?

Though web-site, emails, advertising



Grant for Assistance Application – Central Cariboo

Project Summary Sheet

Please answer the following questions, using additional paper if necessary.

1. Brief Description of Proposed Use of Grant Being Applied For:

New Score clock as our old unit is breaking down

2. How do you know there is a need for this service/project in our community?

We cannot run our swim meet which hosts 100 out of town families without this.

3. Is your agency applying for funds from other levels of government or other sources for this project?

Yes / City

4. Would you still be able to complete the project if you do not receive the other funds applied for?

Yes -

5. Please describe the impact of this application being denied or approval of an amount less than requested.

Time lines will have to be pushed back.

Start date of the project: Fall 2019 – currently

End date for the project: when enough funds are collected to purchase and install the timing clock.
Anticipated Spring 2020.

Please describe the key activities that will take place to complete the project and any associated timelines.

The Board of Directors will seek to secure a Capital Equipment Upgrade Account and discuss process and fundraising percentages that will go towards this Fund monthly.

Please provide a detailed financial budget for the project. See attached

**Please explain how you will measure and evaluate the impact of this project on the community?
How will you determine if it was successful?**

This equipment is basic and essential to running a competitive sports program.

THE INFORMATION INCLUDED IN THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.



Naomi Smith
President/Chairperson

Included :

- A. AGM minutes / elections
- B. ~~2017-18~~ financial statement (profit/loss) *Approved 2019/2020*
- C. Swim fee structure for 2019-2020
- D. Project Budget

Williams Lake Blue Fins Swim Club
Budget Figures 2019 - 2020

	Budget 2019	
GENERAL REVENUE		
Swim Registration	6,800.00	
Swim Fees	57,700.00	
Fund. Cr Xmas Trees	(1,000.00)	
Fund. Cr Red Nose	(1,700.00)	
Fund Cr Misc	(800.00)	
Swim Meets Local	6,700.00	
Swim Meet Away Fees	19,600.00	
Swim Camps	5,500.00	
Grant in Aid	-	
Donation -Corporate	4,200.00	
Donation - Other	2,600.00	
Corporate Sponsor	-	
Complex Advertising Rev	2,200.00	
Swim Supplies Sales	6,200.00	
TOTAL GENERAL REVENUE		108,000.00
GAMING		
Community Gaming Grant		
TOTAL GAMING		-
FUNDRAISING		
Christmas Trees Sales	8,500.00	
Coca-Cola	-	
Other Fundraising	-	
Raffles	9,900.00	
Swimathon	8,500.00	
Operation Red Nose	3,500.00	
Festival of Trees	1,700.00	
TOTAL FUNDRAISING		32,100.00
TOTAL REVENUE		140,100.00

Williams Lake Blue Fins Swim Club
Budget Figures 2019 - 2020

	Budget 2019
EXPENSES	
Advertising	1,100.00
Awards	1,200.00
BC Registry	-
Bank Charges	4,400.00
Bursary	-
Club Registration Fees	500.00
Coaches CSCTA	-
Coaches training	2,000.00
Coaches gifts	500.00
Coaches Travel	30,000.00
Dryland	5,000.00
Deck Equipment	4,200.00
Executive Expenses	-
Misc swimmer incentive	500.00
Fundraising Expenses	5,200.00
Office Supplies (inc coach phone	3,500.00
Officials Equipment	-
Officials Training	-
Payroll Services	-
Pool Rental	27,000.00
Socials	-
Swim BC Fees	8,000.00
Home Meet Expenses	600.00
Meet Fees	9,200.00
Swimathon	-
Swim Supplies for sale	2,800.00
Internet / Phone	1,000.00
Wages - Assistant Coaches	21,800.00
Wages - Head Coach	48,300.00
Wages - MERC	-
WCB	1,600.00
Website	1,500.00
TOTAL EXPENSES	178,800.00
PROFIT (LOSS)	(38,700.00)

Timing Score clock for WLBF

BUDGET

GENERAL REVENUE

Gibraltar Mines Sponsorship (already)	3000
Grant in Aid	10000
Other sponsors / Blue fins contributions	4220
TOTAL GENERAL REVENUE	17220

Swim Fees - 2019-2020

3 sessions - Session 1 Sept 16-Dec 20 (14 weeks)
Session 2 Jan 6- March 13 (10 weeks)
Session 3 March 30 - June 5th (10 Weeks)

Super Novice costs Registration \$50 (year), sessions \$240-\$180-\$180
Tuesdays and Thursdays either 4-5pm, or 5-6pm.

Junior 1 costs - Registration \$50 (year) Session \$360- \$270-\$270.
Mondays 4:30pm-6:15pm, Wednesdays and Fridays 3:45pm-5:30pm,

Junior 2 costs Registration \$50 (year) Session \$450- \$337-\$337.
Add Saturday 7:45am-10am and Dryland Tuesdays 3:30-4:45pm at Total Ice

Senior 1 costs- Registration \$50 (year) Session \$480- \$360-\$360
Monday 3:30- 5:30pm, Tuesday 6:15-8am, 3:30-4:45 dryland at Total ice,
Thursday 6:15-8am, Friday 3:30-5:30pm, Saturday 8am-10am

Senior 2 costs- Registration \$50 (year) Session \$610- \$460-\$460
Monday 3:30- 5:30pm, Tuesday 6:15-8am, 3:30-4:45 dryland at Total ice,
Thursday 6:15-8am, Friday 6:15am-8am, 3:30-4:45pm Dryland Total Ice, Saturday 8am-10am

Senior 3 costs- Registration \$50 (year) Session \$660- \$495-\$495
Add Wednesday 3:45-5:45pm.

Robert R Traynor
 Official Distributor for Swiss Timing
 204-4753 River Rd W
 Delta, BC V4K 1R9 Canada

Quote

QUOTE NUMBER	880
QUOTATION DATE	2019-09-09
EXPIRATION DATE	2019-10-09

CLIENT
Willams Lake Blue Fins Attn: Chad Webb



ITEM	DESCRIPTION	QTY	RATE	AMOUNT
06-AQH07	viviLED 7" Discreet Digit - 6 lines, programmed for Colorado; FOB Williams Lake	1	12,500.00	12,500.00
HE-AQH07	vividLED Numeric LED Aquatic Scoreboard Event/Heat Line 7" Digits; FOB Williams Lake	1	1,375.00	1,375.00
Installation	Installation, include scissor lift rental * Included dismount of old display but not the disposal	1	1,500.00	1,500.00

Thank you for your interest in viviLED Displays. The quote is valid through the expiry date and is subject to errors, omissions and currency fluctuations.
 Questions: robert.traynor@gmail.com

Subtotal	15,375.00
GST	768.75
PST	1,076.25
Total(CAD):	17,220.00
Balance Due	17,220.00

WILLIAMS LAKE BLUE FINS



AGM Minutes, June 25, 2019

Gibraltar Room, Cariboo Memorial Complex

Call to order at: 6:15pm

Attendance: see sign in sheet at bottom of minutes

1. Additions/acceptance of AGM agenda: Karla/ Amanda
2. Review and acceptance of May minutes: Carrie/Karla
3. Budget
 - a. Total revenue expected \$140,000.00
 - b. Total expenses predicted \$178,000.00
 - c. Shortfall of \$38,700.00
 - d. Have asked for \$40,000.00 from the BC Gaming Grant application, but historically we only receive \$26,250.00 This usually covers the pool rental and a little extra, but in the coming year this won't be enough due to increases in the pool rental. This now leaves us **short** an estimated **\$12,450.00**
 - e. Proposal to find needed revenue – corporate fundraising, swim fee increase
 - i. **Motion to approve swim fee increase as outlined in table at the end of the minutes: Phoebe/Amanda; passed**
4. Swim fee increase
 - a. Operating cost increases – pool rental, home swim meet facility rental, wage increases for all coaches, increased pool time and dry land for senior swimmers
 - b. Chart of all increases – on last page
5. Board Elections
 - a. **President:** Naomi Smith
 - b. **Vice-President:** Carrie Knox
 - c. **Treasurer:** Phoebe Bailey
 - d. **Registrar:** Lisa Kerley
 - e. **Secretary:** no nominees
 - f. **Directors:** these positions are needed for overall decision making and each director must sit on at least one of the committees and report on their activities
 - i. Karla

WILLIAMS LAKE BLUE FINs



- ii. Marnie
 - iii. no nominee
 - g. All members of the executive **must attend 80%** of all regularly scheduled meetings.
6. Non-executive/non-voting volunteer positions
- a. Assistant Registrar: no volunteer
 - b. Corporate Fundraising: this position has now been incorporated into the Head Coach's contract in order to utilize his reputation and successes with our swimmers
 - c. Equipment manager: no volunteer
 - d. Meet manager: Naomi/Carrie
 - e. Director of Officials Coordinator: Naomi
 - f. Assistant Director of Officials: no volunteer
 - g. Parent reps: no volunteers
 - i. Super Novice
 - ii. Juniors
 - iii. Seniors
 - h. Parents willing to volunteer but not comfortable offering at the AGM were invited to speak to Naomi after the meeting
7. Committees
- a. These are going to be coordinated with board members and their activities will be reported at the monthly meetings, but each group will meet separately to work on their objectives.
 - b. We are looking to have 1 or 2 coordinators and at least 3 or 4 parent volunteers. This is a great way to be involved in the club without the demands of being on the board.
 - c. Christmas Tree Sales
 - i. Event co-ordinator:
 - ii. Organization of trailers, Broadway Rentals, etc: Lee and Jodi Stokes
 - iii. Permits: Karla Elefson
 - d. Fundraising
 - e. Swim meet
 - f. Social – this committee is to create more events and activities to bring the entire Blue Fins club together. Coach Amanda will also be an integral part of this as part of her coaching contract.
8. Important Information
- a. Money – starting in September of 2019, **no money** for swim fees, equipment, swim meets, swim a thon, etc. is to be collected by any of the coaches.
 - b. Performance evaluations – the executive is looking at putting together a performance evaluation on all aspects of the Blue Fins organization in order to make sure we are all moving forward for the benefit of all children registered. The plan is to have it ready for May of 2020.

WILLIAMS LAKE BLUE FINS



- c. Expectations - Beginning in September of 2019, there will be a handout included with registration information that will outline what is expected of all parents and children swimming with the Blue Fins. This is help alleviate questions, concerns, and to provide helpful information.

9. Adjournment: 6:35pm

Swim Fee Increase Proposal:

SWIM GROUP	SWIM HOURS (per week)	DRYLAND HOURS (per week)	SESSION FEES	YEARLY FEE TOTAL
Super Novice	2	0	\$200	\$600
Juniors 1	4.5	0	\$300	\$900
Juniors 2	7.5	0	\$375	\$1125
Seniors 1	7.5	1	\$400	\$1200
Seniors 2	10	2	\$510	\$1530
Seniors 3	11.5	2	\$550	\$1650

WILLIAMS LAKE BLUE FINS



AGM Attendance - June 25, 2019.

Naemi Smith

Bryan Hamar

Mike Grant

Marnie Grant

Kyla Trahan

Amanda Langford

Dawn Burt

Alison McDonald

Leo Finnerty

Jodi Stokes

Tasha Newfeld

Sarah Landry

Carrie Knox

Maamisuuta

Erica Gaulty

Buck Russell

Genys Saunders

Deja Gysel

Rosal Gysel

Wisakely

Rebekah Smiley

Jeff Robinson

Lisa Seabourne

Mike Rosty

Kelly Brown

Doug Brown

Karla Ekson

Nancy Dron

Prode Darter

Wally & Almy Hamer

Natley Frost

Lori Munroe