



## Grants for Assistance Application

Central Cariboo and Cariboo Chilcotin

Sunday September 14th 2025 1:14 PM

**Name of Organization:** Williams Lake Blue Fins

**Mailing Address:** 525 Proctor Street, Williams Lake, BC, V2G 4J1

**Physical Address:** 525 Proctor Street, Williams Lake, BC, V2G 4J1

**Telephone (office):** [REDACTED] **email:** accounts@wlbluefins.ca

**Purpose of Organization:** The Williams Lake Blue Fins (WLBF) is a competitive swim club located in Williams Lake. It serves as a youth support and development program, offering a variety of programming, ranging from the development of new swimmers to the training of those swimming at a National level. The goal of the club is to give swimmers the necessary training and skills to reach their goals and actualize their swimming talent.

**How long has the organization operated in the community?** Since 1968

**BC Society Registration Number:** S0018987

**Federal Charitable Registration Number:**

**Chairperson's name:** Victoria Dean

**Telephone:** [REDACTED] **email:** [REDACTED]

**Treasurer or Financial Officer's name:** Kristi Hamar

**Telephone:** [REDACTED] **email:** accounts@wlbluefins.ca

**Current Grant Requested from CRD:** \$ \$5000

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

The Williams Lake Blue Fins is hosting a swim meet January 30-February 1, 2026 at the Cariboo Memorial Complex. This meet, the annual "Frost Fest" invites swimmers from Kamloops, Prince George, Quesnel, Vernon, and Kelowna. The Frost Fest allows all swimmers to have the opportunity to compete with other clubs, experience belonging to a supportive team, and foster growth in younger swimmers. Swimmers have the opportunity to qualify for BC Divisional and Provincial meets and represent their team and community. The proposed use of the grant will be to cover the costs associated with renting the pool at the Complex for the duration of this event. Any additional funds will be applied toward the cost of medals for participants, office supplies/printing heat sheets, and snacks for volunteers.

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

The Frost Fest allows swim competitions to be accessible for younger competitors by hosting the event at Cariboo Memorial Complex in a familiar surrounding with positive community support. This local event hosts surrounding communities who travel to Williams Lake to participate. The event promotes the well-being of children through the fostering of leadership, teamwork, community engagement, physical & mental wellbeing, and preventative health promotion.

**3. Start date of the project:** 1/30/2026    **End date for the project:** 2/1/2026

**4. Describe the key activities and timelines to complete this project:** Key activities and timelines involve the coordination of volunteers, training referees and officials, and ensuring required equipment is running predictably and reliably.

**5. How will you determine if the project/event was successful?** Surrounding community swim clubs will attend our event, promoting the use of local hotels, restaurants, and retail. These visiting teams will contribute positively to the community economy, experience the natural beauty of Williams Lake, and witness the community support for our WLBF swimmers. Visiting teams will have an opportunity to compete with the WLBF to achieve short course times to qualify for upcoming Divisional and Provincial meets. Our meet promotes volunteerism and provides opportunities to obtain training/certifications to host an official meet as per the standards required by Swim BC. The Frost Fest will enhance social connections between WLBF team members and the Cariboo Regional District by improving access to recreation by easing financial burden. Local businesses will benefit from increased visibility through our meet sponsorship recognition. Young swimmers also benefit from being introduced to competitive swimming through accessible means with decreased financial burden on parents associated with travel and hotel costs to surround communities.

**6. Does your organization have sustainable funding? Please explain.** The WLBF relies on fees for insurance, coach wages, registration fees, administrative expenses, pool fees, and meet fees. Sponsorship, grants, and extensive fundraising is required to cover the costs associated with equipment replacement and pool rental fees for competitive meets hosted by the team.

**7. Is your agency applying for funds from other sources for this project/event?**

Yes

**If so, which organizations?** The City of Williams Lake, \$5000

**8. Describe the impact of this application being denied or approval of an amount less than requested. Will you be able to complete the project/event if you do not receive the funds applied for?**

Without the support of the CRD through this grant, the WLBF would be required to seek additional corporate and/or individual sponsorship. Additionally, we may be required to increase participation fees to all swimmers of all participating swim clubs. We will continue to host the event with the possible detriment of a less accessible swim meet due to higher financial burden.

**9. Does your organization charge user fees/membership/admission? If yes, attach your current fee structure.**  
No

**10. Does your organization receive any other support(s) from the CRD? (i.e. financial support, rental subsidies, contribution agreements, tax exemption, use of CRD-owned facility) If yes, what support(s) and how much?**

**11. How will you recognize the CRD's contribution to your organization?**

The WLBF will proudly recognize and thank the CRD's contribution through our social media platforms (i.e. Facebook and Instagram) and our team website. Additionally, recognition of contribution will be advertised on the large screen located on the pool deck of the Cariboo Memorial Complex, for all users to see.

**Date of your last Annual General Meeting (AGM):** 9/9/2025

**Previous Grant from CRD amount:** \$ \$1000 awarded in 2024

**Previous project Description:** 2025 Frost Fest - received funds from the previous grant contributed to the costs associated with pool rental fees to host the event. Grant report previously submitted to the CRD for the 2024 funding.

**I confirm: \***

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

**Date:**

9/15/2025 

**Signature: (President/Chairperson) **


  


Please attach minutes, list of Directors, and Financial Statements \* 


File Name	
	2025-2026 WLBF Directors.docx 15.6 KB
	WLBF ProfitandLoss.pdf 58.7 KB
	WLBF Minutes August 2025.docx 198.9 KB
	WLBF AGM Minutes June 2025.pdf 328.9 KB

A final report for your last grant received **MUST** be included with this submission, if not previously submitted.

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

File Name	
	WLBF AGM Minutes June 2025.pdf 328.9 KB

Please provide a detailed financial budget for the project. \*

File Name	
	Frost Fest 2025 Proposed Budget.docx 13.9 KB

**WLBF 2025-2026 Board of Directors**

<b>Title</b>	<b>Name</b>	<b>Phone</b>	<b>Email</b>
President	Taryn Aumond		
Vice-President	Jenn Reedman		
Secretary	Fraser Bjornson		
Director	Andrea Stalker		
Director	Jodi Stokes		
Director	Mokki Pare		
Director	Kyla Matthews		
Director	Haley Engel		
Director	Jennifer French		
Director	Victoria Dean		
Director	JoAnn Francis		
Director	Vince Murray		



# WILLIAMS LAKE BLUE FIN SWIM CLUB

Profit and Loss  
May 2024 - April 2025

	TOTAL
<b>INCOME</b>	
4000 Swim Fees	
4001 Senior Groups	33,226.00
4002 Junior Groups	29,114.50
4003 Super Novice Groups	50,193.50
<b>Total 4000 Swim Fees</b>	<b>112,534.00</b>
4005 BC Community Gaming Grant	16,500.00
4007 Regional Grant	3,000.00
4010 Swim BC Fee	11,415.00
4012 WLBF Hosted Meets	6,105.00
4015 Swimmers Meet Fees	24,459.50
4205 Fundraising	21,347.63
4206 Online Ticket Sales	2,500.62
4207 Swim-a-thon	14,211.00
4208 Bottle Drive	6,930.00
4209 Tree Fundraiser	5,690.00
4210 Donation	4,613.66
<b>Total 4205 Fundraising</b>	<b>55,292.91</b>
4225 Social Events	1,813.00
4250 Swim Supplies	9,865.00
<b>Total Income</b>	<b>\$240,984.41</b>
<b>GROSS PROFIT</b>	<b>\$240,984.41</b>
<b>EXPENSES</b>	
5000 SNC-Swim BC Fees	8,863.75
5065 Pool Rental	36,951.38
5100 Coach Membership Fees	430.00
5150 Professional Development	3,181.16
5200 Payroll Expenses	943.85
5210 Head Coach	49,499.96
5220 Assistant Head Coach	6,000.00
5230 Junior Coaches	21,371.48
5235 Admin	11,744.20
5240 Bookkeeper	130.00
5250 Taxes	6,603.84
Wages	564.00
<b>Total 5200 Payroll Expenses</b>	<b>96,857.33</b>
5300 CrossTraining	4,449.75
5450 Office expenses	2,560.86
5455 Fees & Dues	835.00
5460 Utilities	2,706.88
<b>Total 5450 Office expenses</b>	<b>6,102.74</b>
5470 WLBF Swim Meet Expenses	5,325.97
5475 Swim Meet Fees	16,461.09



# WILLIAMS LAKE BLUE FIN SWIM CLUB

Profit and Loss  
May 2024 - April 2025

	TOTAL
5500 Swim Gear	13,018.11
5550 Awards	0.00
5551 Bursaries	300.00
<b>Total 5550 Awards</b>	<b>300.00</b>
5575 Social	3,616.31
5600 Fundraising expense	4,965.89
5700 Coach Travel	15,359.98
Bank charges	273.75
QuickBooks Payments Fees	4,983.34
<b>Total Expenses</b>	<b>\$221,140.55</b>
<b>PROFIT</b>	<b>\$19,843.86</b>

Williams Lake Blue Fins  
2025 Home Meet Budget

Description	Projected Cost
Pool Rental	\$3000
Medals and Awards	\$1000
Food & Beverage	\$1200
Gift Cards for Volunteers, Best times, & Showdown	\$700
Office Supplies and Printing	\$200
	\$6100 Total

These costs have been estimated from our last Home Meet, with consideration that we are adding a Friday evening session.

# WILLIAMS LAKE BLUE FINs



AGM Minutes June 25, 2025

Gibraltar Room, 525 Proctor Street

5:30 pm

Call to order at: 5:58- The members in attendance (49) represent a quorum

Attendance: (**Appendix E**)

1. Additions/acceptance of AGM agenda: [Motion to approve AGM Agenda Taryn Aumond](#)  
[seconded by Haley Engel.](#)
2. Review and acceptance of June minutes: [Motion to approve June minutes Kyla Mathews](#)  
[seconded by Mokki Pare.](#)
3. Swim fees
  - a. There will be an increase in swim fees for the upcoming season across all swim groups. These increases are to accommodate an increase in basic operating costs. [Discussed Fees. Registration fees with Swim BC have gone up. Next year we will have one less week in the cost for overall swim fees. Competitive fees have increased due to changes on the part of Swim BC and Swimming Canada. The actual sessional swim fees on the part of WLBF have not increased for the 2025-2026 season.](#)
  - b. Chart of proposed swim and dryland fees for the 2025-2026 season (**Appendix C and D**)  
[Discussed swim proposed swim and dryland fees.](#)
4. Budget
  - a. Total revenue anticipated (**Appendix A**) [Discussed](#)
  - b. Total expenses predicted (**Appendix B**) [Discussed](#)
  - c. Shortfall of \$23,800
  - d. Have asked for \$25,000 from the BC Gaming Grant application, however, last year we only received \$16,500 –
  - e. Fundraising Events – [Discussed Fundraising](#)
    - i. [Christmas Tree Sales](#) – this is an entire club endeavour; organized by Board members
    - ii. [Raffles](#) – organized by the Board; all swimmers must participate
    - iii. [Swim-A-Thon](#) – all swimmers registered in session 2 or 3 are expected to participate
    - iv. [Stampede clean up](#) – this is an entire club endeavour; all swim families are needed for success

## WILLIAMS LAKE BLUE FINs



- v. Burger and Silent Auction Night – this is scheduled for September 19; we are looking for donations and members to attend
- vi. Competitive Team – mandatory fundraising activities for all competitive team swimmers to help subsidize travel costs

**Motion to approve the budget:** Motion to approve the budget put forward by Naomi Smith. Seconded by Haley Engel and Steve Aumond

**Vote to approve the budget:** Vote: Passed

### 5. Evaluations

- a. Swimmer evaluation of coaches – Results presented by Kristi Hamar. Swimmers completed evaluations for each individual coach. Kristi shared highlights of positive feedback and areas for improvement. **(APPENDIX F)**
- b. Parent evaluation of coaching staff and WLBF Board – Naomi asked parents to complete the evaluations at the meeting.

### 6. New Business

- a. Mandatory Volunteer Hours – Reviewed points below
  - i. The Board is currently developing policy around mandatory volunteer commitment throughout the swim season.
  - ii. The number of hours is determined by the swim roster your child participates in. Available volunteer activities will be outlined in September.
  - iii. Full details will be available by registration in the Fall.
- b. Expectation Forms – Reviewed points below
  - i. Upon registration in September, each swimmer and parent will be required to sign forms confirming their understanding and compliance with expectations of behaviour as outlined in Blue Fins policies. There have been a few incidents this past season and the club wishes to keep our swim environment safe and welcoming for everyone.
  - ii. These forms also include an understanding of the requirements for fundraising expectations (raffle ticket sales, Swim-A-Thon participation, etc.)

### 7. Board Elections

- a. In order to operate, the Board needs a President, Vice-President, Secretary and a minimum of 5 directors.
- b. The portfolios managed by the Board include, but are not limited to fundraising, social events, policy development, liaison with the Head Coach and Office Manager, and working with the swim meet committee and Officials Director.

## WILLIAMS LAKE BLUE FINS



- c. Regular attendance at monthly meetings, managing and/or working within a portfolio, and participation in all fundraisers is expected.
- d. All members of the executive **must attend 80%** of all regularly scheduled meetings.
- e. Nominations made prior to the AGM

- i. President – Taryn Aumond
- ii. Vice-President -
- iii. Secretary – Jenn Reedman
- iv. Directors – Amanda Bird, JoAnn Francis
- v. Returning Directors – Andrea Stalker, Jen French, Kyla Matthews, Mokki Pare, Hailey Engel, Jodi Stokes
- vi. Nominations from the floor:

### ***First call for nominations -***

- Secretary: Fraser Bjornson
- President: None
- Vice-President: Jenn Reedman
- Directors: Liz Kehler, Vince Murray, Victoria Dean

### ***Second call for nominations –***

- Secretary: None
- President: None
- Vice-President: None
- Directors: None

### ***Third call for nominations -***

- Secretary: None
- President: None
- Vice-President: None
- Directors: None

**\*Voting by membership in attendance\*** - Voting for Directors (3) – Victoria Dean, Joanne Francis voted in. Tie for third director. Vince Murray voted in by membership. Jenn Reedman rescinded nomination for secretary. Jenn Reedman accepted Vice-President position. Fraser Bjornson accepted as Secretary.

8. Office Manager and Bookkeeper – Discussed
  - a. Kristi Hamar will continue working in the office for the 2025-2026 season.
  - b. The club will be looking for a new individual to take on this job next year. The Board will post information regarding this change when appropriate.
  - c. The Club continues to utilize the bookkeeping/accounting services of Katrina Pellegrino, located in Victoria, BC.

## **WILLIAMS LAKE BLUE FINS**



9. Volunteer opportunities within the WLBF Club -
  - a. The following volunteer positions are needed for the 2025-2026 season:
    - i. Swim Meet Managers – 2 people – [Liz Kehler](#) and [Airlie McCoubrey](#) offered to volunteer as Swim Meet Managers.
  - b. Many individuals are needed to run the swim meet, fundraising and social events the Club holds during the year. Please reach out to the Office Manager or any Board member should you wish to volunteer your time.
10. Next meeting set for August 26, 2025 at 6:00 – Gibraltar Dressing Room
11. Adjournment: [7:15](#)



Appendix A – Revenue

Williams Lake Blue Fins Budget Proposal		
	2024/2025 Actuals	2025/2026 Budget
<b>GENERAL REVENUE</b>		
Swim Fees	112,533.50	126,000.00
Registration & Insurance	11,415.00	12,000.00
Swim Meet Fees	30,564.50	36,000.00
Home	6,105.00	6,000.00
Away Meets/Training Camps	24,459.50	30,000.00
Swimming Supplies	9,865.00	10,000.00
Suits, Goggles, Caps, T-Shirts, Team Gear		
Social Events	1,813.00	1,500.00
Grant Income		
City of WL, CRD	3,000	-
BC Community Gaming Grant	16,500.00	-
<b>TOTAL:</b>	<b>185,691.00</b>	<b>185,500.00</b>
<b>FUNDRAISING REVENUE</b>		
Raffles (tickets)	16,347.63	16,000.00
Online Tickets Sales (50/50 draw)	2,500.62	3,000.00
Christmas Tree Sales	5,690.00	5,000.00
Bottle Drive	6,930.00	4,000.00
Stampede Clean Up	5,000.00	3,000.00
Swim-a-thon	14,211.00	12,000.00
Donation	4,613.66	6,000.00
<b>TOTAL:</b>	<b>55,292.91</b>	<b>50,000.00</b>
<b>TOTAL REVENUE</b>		
	<b>\$240,984.41</b>	<b>\$235,500.00</b>

**WILLIAMS LAKE BLUE FINs**



**Appendix B - Expenses**

	2024/2025 Actuals	2025/2026 Budget
<b>EXPENSES</b>		
Pool Rental	36,951.38	40,000.00
Head Coach Wages	49,499.96	47,000.00
Assistant Head Coach Wages	6,000.00	25,000.00
Junior Coaches Wages	21,371.48	15,000.00
Bookkeeper	130.00	600.00
Office Administrator	11,744.20	13,500.00
Payroll Taxes/Expenses/QB Fees	12,531.03	13,000.00
Coaches' Registration, Fees, Dues & Professional Development	4,446.16	4,000.00
Swim Conference	-	4,500.00
Swimmer Registration & Insurance	8,633.75	9,000.00
Away Meet Fees & Travel	31,821.07	37,000.00
Dryland Training **	4,449.74	4,800.00
Office & Administrative Expenses	2,560.86	2,800.00
Swim Gear Supplies (inventory to sell)	13,018.11	14,000.00
Pool Deck Equipment	-	5,000.00
Awards and Prizes, Bursaries	300.00	6,300.00
Social committee	3,616.31	2,000.00
Fundraising Expenses	4,965.89	6,000.00
WLBF Swim Meet Expenses	5,325.97	6,000.00
Bank Fees	273.75	400.00
Utilities (internet, phone) - FIX	2,708.09	2,800.00
<b>TOTAL EXPENSES</b>	<b>\$220,910.55</b>	<b>\$259,300.00</b>

REVENUE	EXPENSES	DEFICIT	GAMING GRANT REQUEST
\$235,500.00	\$259,300.00	(\$23,800.00)	\$25,000.00



**Appendix C – Proposed Swim Fees 2025-2026**

<b>PRE-COMPETITIVE</b>						
<b>Swim Group</b>	<b>Registration &amp; Insurance (Sept 2025)</b>	<b>Session 1 (13 weeks) Sept.22-Dec.18</b>	<b>Session 2 (10 weeks) Jan.5-Mar.12</b>	<b>Session 3 (12 weeks) Mar31-June 18</b>	<b>Year Total *35 swim weeks</b>	
<b>Novice</b> (1 swim/week)	\$80	\$260	\$200	\$240	\$780	
<b>Super Novice</b> (2 swims/week)	\$80	\$470	\$360	\$430	\$1340	
<b>Junior 1</b> (2 swims/week)	\$80	\$560 <b>(14 weeks)</b>	\$400	\$480	\$1520	
<b>Swim Fit</b> (2 swims/week)	\$80	\$520	\$400	\$480	\$1480	
<b>COMPETITIVE</b>						
Registration & Insurance (September 2025)			<i>All competitive swimmers will pay the same fees, regardless of age, as per Swimming Canada:</i> <b>\$235</b>			
<b>SwimGroup</b> (# of swims are per week)	<b>Dryland/week</b> (space permitting)  (additional cost, see dryland chart)	<b>Session 1</b> (14 weeks) Sept15-Dec.19  <b>Dryland starts Sept. 8</b>	<b>Session 2</b> (10 weeks) Jan.5-Mar.14	<b>Session 3</b> (13 weeks) Mar30-June26	<b>Session 4</b> (3 weeks) July 2-23  <b>*By coach invite only</b>	<b>Year Total</b> (fees, registration and insurance) <b>*37-40 weeks of swimming</b>
<b>Junior 2</b> (3 swims)	N/A	\$580	\$415	\$540	\$125	\$1895
<b>Junior 3</b> (4 swims)	1 dryland	\$610	\$435	\$565	\$130	\$1975
<b>Senior 1</b> (5 swims)	2 dryland	\$640	\$455	\$590	\$135	\$2055
<b>Senior 2</b> (6 swims)	2 dryland	\$665	\$475	\$620	\$145	\$2140
<b>Senior 3</b> (7-8 swims)	3 dryland	\$700	\$500	\$650	\$150	\$2235



**Appendix D – Proposed Dryland Fees 2025-2026**

<b>DRYLAND</b>				
<b>Cross Training</b>	<b>Session 1</b>	<b>Session 2</b>	<b>Session 3</b>	<b>Year Total</b>
<b>Dryand A – Pool Gym</b> Monday afternoon (S1/2/3) 12 kids maximum	\$85	\$60	\$65	<b>\$210</b>
<b>Dryland B – Pool Gym</b> Thursday afternoon (S1/2/3/J3) 12 kids maximum	\$85	\$55	\$65	<b>\$205</b>
<b>Dryland C – Pool Gym</b> Saturdays (S1/2/3) 16 kids maximum	\$55	\$50	\$55	<b>\$160</b>
<b>SESSION TOTAL FOR ALL 3 DRYLAND CLASSES:</b>	<b>\$225</b>	<b>\$165</b>	<b>\$185</b>	<b>\$575</b>

2025-2026 Swim Fees are subject to change due to pool availability and changes to registration and insurance fees. Your swim group shall be assigned by our coaching staff.

Dryland fees will be invoiced separately from the swim fees, and the class or classes you are assigned shall be determined by the head coach.



**Appendix E – Attendance**

Membership:

Jenn Reedman	Rebekah Smiley
Kyla Edwards	Surita Gaspar
Nicole Ulrich	Victoria Dean
Liz Kehler	Evan Dean
Beulah Smith	Cameron Bird
Garry Smith	Al French
Amanda Bird	Ryan Wilson
Stacy Wilson	Jen French
Chris Buckmaster	Paola Konge
Sandra Buckmaster	Rosalie McMartin
Joann Francis	Brock McMartin
Ayrilee McCoubrey	Tyler Judd
Kristi Denby	Katie Judd
Leif Dressler	Pam Pook
Sarah Dressler	Chris Pook
Pierre Mayette	Aaron Rolf
Sylvie Bjornson	Kyla Arduini
Fraser Bjornson	Kerstin Love
Nigel Engel	Nadheen Murray
Haley Engel	Lyndsey Carter
Kyla Mathews	Randy Love
Jeff Robinson	Geoff Carter

***WILLIAMS LAKE BLUE FINS***



Vince Murray

Taryn Aumond

Jodi Stokes

Dave Reedman

Naomi Smith



**APPENDIX F**

**Coach Evaluation Comments**

What did you like most about this year?	
Getting Amanda as our Head Coach	2
Coaching from multiple people	3
The return of Coach Peanut Butter	1
Amanda is encouraging	2
Different and new practices	8
Picking our own practices and sets	4
Focus on technique	1
Time for games	1
Swim meets	7
Being able to lead the group as Captain	1
Swim schedule	2
Team atmosphere	6
Making new friends	1
Improving in swimming/ Moving up a lane	2
That we didn't do a lot of fly	1
Swimathon	1
What are some things you would like to see added to the program?	
More practice on diving	5
More stations	1
More games	3
Relay Days	3
Timbits	2
Practice Crossover turns	1
Time to talk about skills, race strategy, and race preparation/recovery out of the water	2
Strategies on regulating nerves and mental space for competitions	1
More Rest	1
Not as much pressure	1
More team activities	3
Less backstroke	1
Team Travel	2

# WILLIAMS LAKE BLUE FINS



Team leadership roles to continue	1
More Videos and unique practices	2
	1
What did you not get enough of?	
Team Bonding/Activities	3
Risky Racing & racing in general	2
Relay racing	1
Sleep	1
Monday mornings	1
Games	2
One-on-one time	1
Hard practices	1
Dive and Turn Work	3
More time for activation	1
More Feedback	1
Freestyle Practice	1
More Senior/Junior swims	1
Breaststroke	1

# **WILLIAMS LAKE BLUE FINS**



## **Board Meeting Minutes**

**Gibraltar Room Dressing Room, 525 Proctor St**

**August 26, 2025 at 6:00**

Attendance: Taryn Aumond, Vince Murray, Amanda Nemeth, Haley Engel, Mokki Pare, Kyla Mathews, Vic Dean, Jen French, JoAnn Francis

Regrets: Jodi Stokes, Andrea Stalker, Fraser Bjornson

Also in Attendance: Amanda Nemeth

Call to order at: 6:04

1. Agenda review, additions, and acceptance: Taryn, Haley
2. Review of June AGM minutes: Acceptance of June AGM minutes Mokki, seconded by Haley
3. Coach's Report: Recapped last season. At Provincials the Blue Fins scored the most points of any club north of Veron. Staff changes – Rowan and Jordyn leaving. Wally has retired but is available if we need a coach sub. Lizzy, Ashlynn, and Tiera will be paid staff. Chad will be the pre-competitive lead. He will also take care of mentorship of coaches. Amanda has a contract ready which is within the budget of the assistant coach she is wondering if the board needs to review the contract. There will be some schedule changes. Mastery Thursdays (no longer Mastery Mondays). Super Novice we will be doing 2 60 minute sessions, we may need to shift dryland. Back in water September 15 (all competitive swimmers). We need to look at how we can acquire an assistant coach. Hoping to have Danika, Lizzie, potentially Connor attend two days of the conference. Also there is a board portion of the conference. Lizzie, Connor, T all have completed first coaching course. Consider Lizzie for 101. Looking at competitive group buying their own snorkels. Amanda wants to replace paddles as well. Discussed proposed meet schedule. Prince Rupert Oct. 24-26 potential, usually we go to Kamloops which is a nice introductory meet. Nov 14-16 PG. December 6<sup>th</sup> or 12<sup>th</sup> our fun meet will be whatever weekend Kamloops is not. January home meet 3 days Jan 30 – Feb 1. Divisionals Feb 20-22 Penticton. March 5-8 Provincials Victoria. Would like to run a fun meet on March 7<sup>th</sup> to give another opportunity to compete. PG April 26<sup>th</sup> – waiting to hear if the pool will be open (renovations pending). We could run a meet then if PG does not work out. We have been invited to Whitehorse May 1-3 for Yukon Championships. Kelowna is the same weekend but we typically only send our 14 and over swimmers. June – Kamloops is either the 6<sup>th</sup> or 12<sup>th</sup>. Summer

## **WILLIAMS LAKE BLUE FINS**



Divisionals are in Vernon June 19-21. Provs for summer date and time TBA. BC Summer Games Kelowna July 22-24. Swim-A-Thon May 19-23. January 16<sup>th</sup> or 23<sup>rd</sup> training camp – waiting to hear about the pool. Spring Break Camp March 23-28.

4. Questions to the coach from the Board/Questions for the Board from Amanda
  - a. Any further coaching requirements, needs for the year? Next year? See above
  - b. Professional development needs for the coaching staff this year? See above
  - c. Pool deck equipment needs for the club for year? See above
  - d. Proposed meet schedule See above. Will be posted to website this week.
5. Financial Report
  - a. Account balances: see financial chart - attached
  - b. BC Gaming Grant update Waiting to hear
  - c. Swim fees for 2025-2026 – refer to Minutes from AGM
6. Office Manager Report and questions – We are going to cancel the burger and beer night at Olivers – fundraising will look at other options, need to do a thank you for Gibraltar and WL Optometry (Haley will do this), Club registration- Competitive 15<sup>th</sup> non – competitive on October 7<sup>th</sup>. Try outs on September 23-25. No discount for board members. Finance – Credit Union – signors. Kyla and Vic both already have accounts if we need another person.
7. New Business
  - a. Board Responsibilities, Constitution and By-Law Review – Societies’ Act - We need to do work to adopt the changes in 2021 and 2023. Any changes need to be passed by the membership at the AGM. We need to talk about who has rights to vote and the make up of the board. Our Constitution and By-laws say we can have a maximum of 7 but we have 12. We need to have a transition plan. We may look at having more committees. Board is structured around budget, policy, and governance. Members should go through the Constitution and Bylaws. Reviewed board roles and responsibilities.

Motion to create a Governance Committee put forward by Taryn. Motion to accept by Vince. Unanimous in favour. Passed by board. Taryn and JoAnn will be part of the

## WILLIAMS LAKE BLUE FINs



Governance Committee. Taryn will send out a notice to see if anyone else would like to join.

- b. WLBF Executive Directors duties selection
  - i. Fundraising (4) – Vince, Mokki, Haley, Kyla (Victoria – Grant writing)
  - ii. Gaming Grant (1-2) – Kristi, Mokki
  - iii. Swim Meet Coordinator (1) – Liz Kehler and Airlie McCoubrey – non board members would like to take on this role
  - iv. Officials Director (1) – Taryn to look into this with Naomi
  - v. Social Events (1) – Andrea, Jen F, Vince
- c. Fundraising activities session 1
  - i. Ticket raffle – Fundraising committee will come up with a date.
  - ii. Christmas tree sales – Haley will do some research
  - iii. Online raffle – We sold raffle tickets during our home meet last year, may do this again
- d. Social activities
  - i. Social activity for entire team – Select Date / Activity – Team activity in October possibly the 18<sup>th</sup>.
- e. Competitive Team
  - i. Early season meeting - Board to run meeting with Coach Amanda to join after practice – September 20.
  - ii. Competitive team liaison – Board member and parent volunteer. Vic and Kyla will organize October 15<sup>th</sup> 4:30 - 5:30.
  - iii. Session 1 fundraiser – bottle drive; choose date – September 27<sup>th</sup> we should have some clear bags. Jenn to contact bottle depot – Margetts Fundraiser – November this will run for two weeks
- f. Discount policies –
  - i. For discount for families with multiple swimmers: this policy was adopted on September 19, 2024
    - *The first child is billed the full amount and any subsequent child receives 10% off the swim fee*

## **WILLIAMS LAKE BLUE FINs**



***Motion to accept- Vince, (JoAnn and Mokki abstained). Vote by board passed.***

- g. Proposed future Board meeting dates / times for the 2025-2026 swim season.
  - i. September 9
  - ii. October 14
  - iii. November 4
  - iv. December 9
  - v. January 13
  - vi. February 10
  - vii. March 10
  - viii. April 14
  - ix. May 12
  - x. June 9
  - xi. AGM / Awards June 23 – Recommend the AGM not be part of the awards
  
8. Future agenda items – Policy Committee
  - a. Policy development for Coach Travel per diems – will go into the Governance Committee. Coach travel per diem is a priority.
  - b. Mandatory Fundraising hours – Policy Development – Governance Committee.
  
9. **Next meeting: September 9 at 6:00 PMT 260 D Broadway Ave N.**
  
10. Adjournment: 8:01

**WILLIAMS LAKE BLUE FIN'S**



August Budget 2025		
National 9993.59	Gaming 102.79	Corporate Donation 5861.73
General Account Balance		\$15341.48
Via Sport Officials Training	\$700.00	\$14641.48
City of WL September Pool Rental	\$1839.71	\$12801.77

Expenses to come:

- GENERAL: August Payroll

Money coming in:

Sponsorships/Donors	Amount \$