



## Minutes of the Vortex Water Polo Club Board of Special General Meeting

**Date:** June 9, 2025

**Time:** 6:09 pm

**Location:** Pan-Am Pool Boardroom

**Board Members Present:** Evelyn Hurton, Kevin Freedman (meeting chair) Kirsten Dent (meeting secretary), Graham Halford, Hartley Hyman, Jeff Strome

**Board Members Absent:** Mihaela Mujcinovic (regrets sent)

**Other attendees:** Mike Reid (Technical Director), 21 members, Paul Van Wellegham (Auditor)

	Agenda Item	Discussion	Outcome	Tasks / Responsibility
	<i>Call to order</i>	Meeting called to order by Kevin Freedman @ 6:09  Welcome and Introductions –  - See SGM Registration document for membership attendance		
	<i>Approval of the Agenda</i>	The agenda was reviewed	<b>Motion to approve the agenda as presented: All in Favor: <i>Motion carried</i></b>	
	<i>Financial Update and Auditor Presentation</i>	Paul Van Wallegham – Laser Grant – Auditor's Report  - See Audit Report - Solely reviewed 2024 financials - Questions asked about Rumors revenue roughly \$800 back for the boys; \$720 girls (account credits added today to accounts) - Treasurer – trying to zero out account balances with credit card refunds but fundraising will go back as credits - Question asked about 2023-2024 difference in supplies purchased; 2023 more merchandise stock was purchased	<b>Motion to receive Auditor's Report from September 2023-August 2024: All in favor: <i>Motion Carried</i></b>  <b>Motion to congratulate and thank the board for</b>	<b>Finance Committee:</b> Ask Paul about the cost of a review vs an audit and what he recommends

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		<ul style="list-style-type: none"> <li>- Discussion about why a forensic audit did not occur versus the audit that was completed for Sept 1, 2023-August 31, 2024</li> <li>- Annual Audits are good practice, but not in by-laws</li> <li>- Finance Committee – Hartley, Graham, Kevin</li> <li>- Access to bank accounts (ACU and CIBC)</li> <li>- Clearing unpaid invoices and keeping up with new expenses; determining monthly costs; developing financial systems and controls, Quickbooks; recreated financial history into Quickbooks; Revenue and Expenses for travel (taken back from team managers); centralized expense claims/forms; digitization in google drive; electronic data (3 years worth of records); new inventory method for merchandise; cleared out old stock; will use Quickbooks for future merchandise sales; TD and Head Coaches are paid staff, holidays, CPP, taxes. Registrar – trying to keep all credits separate for refunds for travel; Volunteer Bonds will be paid back over the summer; After 2 years of losses - \$3,000 surplus in audited 2023/24; similar for this year; we will have to increase revenue to grow and sustain club; Cash on hand will be less than last year</li> <li>- Sophie congratulates the board on the accomplishment</li> <li>- Wendy asked about the plan to expand the club to increase revenue</li> <li>- Craig – how much would forensic audit? Graham - tens of thousands of dollars. This year's audit was roughly \$6,800</li> <li>- Madison – Financial Review vs Audit conversation</li> <li>- Emily – there's benefit from a third party perspective; fills the trust; sustaining this work for the future to sustain structures put in place</li> <li>- Todd asked about previous payment structures; Graham there was a square set up but never used; Hartley all previous board members are off accounts</li> <li>- Sophie – setting a precedence for future board members</li> </ul>	<p><b>all their work; All in favor: <i>Motion Carried</i></b></p> <p><b>Motion to overturn the motion to have a Forensic Audit from the November 2024 AGM; All in favor: <i>Motion Carried</i></b></p> <p><b>Motion to have Paul Van Wallegham (MNP) conduct an audit for the 2024/25 financial year. All in favor: <i>Motion Carried</i></b></p>	

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	<i>President's Report</i>	<ul style="list-style-type: none"> <li>- Access to bank; google documents (digitized and recorded); general admin; payroll; organizing committees</li> <li>- Tomorrow's Board meeting discussing budget; strategic planning</li> <li>- Honorarium Policy – coach retention</li> <li>- 232 Members (Athletes with voting)</li> <li>- No longer publishing board minutes</li> <li>- Planning AGM in January</li> <li>- TD shared goal to have registration in August – depends on pool times</li> <li>- TD shared Registration is tied to RAMP (WPC/MWPA have to open up registration)</li> <li>- TD shared that Summer programs can't register earlier because of getting pool times confirmed (typically confirmed in May)</li> <li>- James – recommends drafting a schedule</li> <li>- Carolee – asking about next year's competitive plans?</li> <li>- TD responded that there will be a competitive team meeting, but is waiting to meet with MWPA to discuss competitions for 2025/26 in collaboration with the Provincial Development program, and then will schedule with Vortex membership – aiming for the end of June</li> <li>- Carolee asked about international travel – TD Vortex has no restrictions; MWPA could sanction our travel</li> <li>- Merchandise – planning to run an online store 1-2 times a year (sweats, track jackets, swim parkas, special options branded); keep overstock of our uniforms for travel (t-shirts, shorts/sweats, caps, suits, sweatshirts)</li> </ul>		<b>Mike</b> to remove Board Minutes from website  <b>Mike</b> will draft summer schedule earlier; pending pool confirmation  Vortex is trying to collaborate with MWPA about competition schedule  Vortex clothing swap

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	<i>By-Law</i>	<ul style="list-style-type: none"> <li>- Mostly small changes</li> <li>- Changed some notice periods</li> <li>- Quorum for meetings of members</li> <li>- Changes requirements for the removal of board members</li> <li>- Set limits on officer roles</li> <li>- Steven – 2.11 – consensus to add back in to by-laws</li> </ul>	<b>Motion to adopt amended by-laws as presented, with the consensus to re-add article 2.11; All in favor: <i>Motion Carried</i></b>	<b>Kevin</b> to add 2.11 back into amended by-laws
	<i>Policy Update Discussion</i>	<ul style="list-style-type: none"> <li>- Kevin explained the Process -Committee review and recommendations; Board review and adoption; Circulation among the membership; Return to committee; Return to the board</li> <li>- Volunteer Bond Policy</li> <li>- Travel Policy</li> <li>- Reimbursement policy</li> <li>- Chaperone Policy</li> <li>- No comments</li> </ul>		
	<i>Open Questions</i>	<p>Invitation for Feedback/Policy Priorities/Goals for Next Season:</p> <ul style="list-style-type: none"> <li>- Expanding the reach of the club</li> <li>- Breda requested focus on Coach Retention (assistant coach retention through compensation)</li> <li>- Honorarium discussion - lots of consensus on paying coaches</li> <li>- Sophie suggested Team Building Experiences</li> <li>- Discussion about Sponsorship and need for a policy Policy</li> <li>- NCL – Sponsorship</li> <li>- Having local tournament opportunities for rec</li> <li>- Carolee suggested pay out honorariums more regularly; more coaches on payroll</li> <li>- Dave suggested: Have a gym component to training – supplemental training, off-season training</li> <li>- Coaching training – how to support certification;</li> <li>- Kickoff BBQ – Carolee/Sophie – Team builders</li> </ul>		

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		<ul style="list-style-type: none"> <li>- Cultural exchanges lead to bigger travel opportunities; Carolee mentioned a program Sask went to Spain; connection to Miami</li> <li>- Volunteer recruitment</li> </ul>		
<b>Meeting adjourned at: 8:13 pm</b>				

Submitted by: Kirsten Dent Kevin Freedman  
 (Recording Secretary) (Meeting Chair)

Date adopted by membership: \_\_\_\_\_