



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	Motion to approve the agenda as presented: All in Favor: <i>Motion carried</i>	
	<i>Financial Update and Auditor Presentation</i>	Paul Van Wallegham – Laser Grant – Auditor’s Report <ul style="list-style-type: none">- 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	Motion to receive Auditor’s Report from September 2023-August 2024: All in favor: <i>Motion Carried</i> Motion to congratulate and thank the board for	Finance Committee: 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"> - Discussion about why a forensic audit did not occur versus the audit that was completed for Sept 1, 2023-August 31, 2024 - Annual Audits are good practice, but not in by-laws - Finance Committee – Hartley, Graham, Kevin - Access to bank accounts (ACU and CIBC) - 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 - Sophie congratulates the board on the accomplishment - Wendy asked about the plan to expand the club to increase revenue - Craig – how much would forensic audit? Graham - tens of thousands of dollars. This year’s audit was roughly \$6,800 - Madison – Financial Review vs Audit conversation - Emily – there’s benefit from a third party perspective; fills the trust; sustaining this work for the future to sustain structures put in place - Todd asked about previous payment structures; Graham there was a square set up but never used; Hartley all previous board members are off accounts - Sophie – setting a precedence for future board members 	<p>all their work; All in favor: <i>Motion Carried</i></p> <p>Motion to overturn the motion to have a Forensic Audit from the November 2024 AGM; All in favor: <i>Motion Carried</i></p> <p>Motion to have Paul Van Wallegham (MNP) conduct an audit for the 2024/25 financial year. All in favor: <i>Motion Carried</i></p>	

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	<i>President's Report</i>	<ul style="list-style-type: none"> - Access to bank; google documents (digitized and recorded); general admin; payroll; organizing committees - Tomorrow's Board meeting discussing budget; strategic planning - Honorarium Policy – coach retention - 232 Members (Athletes with voting - No longer publishing board minutes - Planning AGM in January - TD shared goal to have registration in August – depends on pool times - TD shared Registration is tied to RAMP (WPC/MWPA have to open up registration) - TD shared that Summer programs can't register earlier because of getting pool times confirmed (typically confirmed in May) - James – recommends drafting a schedule - Carolee – asking about next year's competitive plans? - 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 - Carolee asked about international travel – TD Vortex has no restrictions; MWPA could sanction our travel - 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) 		<p>Mike to remove Board Minutes from website</p> <p>Mike will draft summer schedule earlier; pending pool confirmation</p> <p>Vortex is trying to collaborate with MWPA about competition schedule</p> <p>Vortex clothing swap</p>

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

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

Submitted by: ___Kirsten Dent_____ ___Kevin Freedman_____

(Recording Secretary) (Meeting Chair)

Date adopted by membership: _____