



Board of Directors

Meeting Minutes

January 26, 2021



Meeting Minutes – January 26, 2021

Meeting Room:

Present: Conrad Hadubiak, Josée Lanouette, Paul Fritz-Németh, Kathleen Dawson, Andi Mortenson, Donna Atkinson, Geoff Schoenberg, Erin Lukie, Doug MacLaren, and Frank Meunier

Observer: Erik Lachance

Staff: Martin Goulet

Recorder: Josée Lanouette

1. Meeting opening

1.1 Call Meeting to order/welcome

Conrad called the meeting to order at 19h02 EST on January 26, 2021.

Conrad thanked Erik Lachance (observer) as this is his last meeting with us. Results of his research project will be shared with Martin and Conrad once available.

1.2 Approval of the agenda

The agenda was approved.

(Moved: Paul Fritz-Németh / Seconded: Frank Meunier)

CARRIED UNANIMOUSLY

1.3 Director conflict of interest declarations – No conflicts declared

1.4 Approval of last meeting minutes:

1.4.1 Approval of Minutes of November 25, 2020

(Moved: Josée Lanouette / Seconded: Donna Atkinson)

CARRIED UNANIMOUSLY

2. Matters for decision

2.1 New Policy Template

MOTION: That new policies and policies being updated or reviewed use a common WPC Policy Template.

(Moved: Geoff Schoenberg / Seconded: Paul Fritz-Németh)

CARRIED UNANIMOUSLY

3. Matters for discussion

3.1 President's report

- 3.1.1 AWPA funding request has been referred to CAP.
- 3.1.2 Aquatic Canada Update:
 - 3.1.2.1 FINA Bureau member transition moving forward.
 - 3.1.2.2 Next meeting is in March.

3.2 Executive Director Report

- 3.2.1 Martin presented some additional updates to his written report.
 - 3.2.1.1 Preparation for OG: Focus on tasks related to this preparation.
 - 3.2.1.2 High Performance update: MNT preparing for OQT in Holland; difficult to plan for WNT training with US counterparts because of pandemic.
 - 3.2.1.3 Safety in Sports: Joint application for a project with Aquatics Canada for funding from FINA.
 - 3.2.1.4 Safe Sport Officer: Discussion to possibly extend services to provinces.
 - 3.2.1.5 Safe Sport Review project: Finalizing discussions with ITPSport (Ilan Yampolsky)

3.3 Long Term Sustainability Committee update

- 3.3.1 Samantha Reid: Initial report by the end of January.
- 3.3.2 Strategic conversations to follow.

3.4 Finance Report

- 3.4.1 Paul presented highlights of written report.
- 3.4.2 Ongoing work on financial management policy.
- 3.4.3 Discussion on level of reserve with a request to the Finance Committee to examine growing the reserve.
ACTION ITEM: Finance Committee to examine options to grow our reserve in the upcoming 21-22 budget.

3.5 CWPHOF Nominee Vetting Process

MOTION: That board approve the CWPHOF Vetting Process as presented.
(Moved: Kathleen Dawson / Seconded: Erin Lukie)
CARRIED UNANIMOUSLY

4. Matters for noting

- 4.1 **Major correspondence** – Nothing to report.

4.2 UCCMS and Governance Updates

- 4.2.1 Geoff provided updates.

4.3 Risk Appetite Statement

- 4.3.1 Josée provided updates.

4.4 Nominations Committee

- 4.4.1 Conrad provided updates.
- 4.4.2 **ACTION ITEM:** All board members to complete skills matrix and return to Josée before February 12, 2021.

5. Meeting finalisation

5.1 Review/Update of action item registrar

5.2 Next Meeting – February 18, 2021 (19h00 EST - ZOOM)

5.3 Meeting adjourned at 21h05EST.