



**CANADA ARTISTIC SWIMMING**  
**October 23rd, 2023 Board Meeting Minutes**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Date: October 23, 2023</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Time (From – To): 19:00 to 21:00 EST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Location: Zoom Meeting</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Chairperson:</b> Florence Klein, President, Canada Artistic Swimming                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Attendees:</b><br>Lindsay Duncan, Board of Directors Vice President, Canada Artistic Swimming<br>Jason Herbert, Board of Directors Member, Canada Artistic Swimming<br>Greg McIlwain, Board of Directors Member, Canada Artistic Swimming<br>Dawn Wilson, Board of Directors Members, Canada Artistic Swimming<br><br>Catherine Barrett, Athletes Council Chair, Canada Artistic Swimming<br>Steve Wallace, Chief Executive Officer, Canada Artistic Swimming<br><br>Regrets: Sara Hart, Jessica Rutledge<br><br>Guests: Kerri Morgan, CAS Chief Sport Officer, Kara Heald, CAS Sr. Sport Manager |
| <b>Action Items Recorder:</b> Dawn Wilson<br><b>Minute Taker:</b> Steve Wallace                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

| Item No. | Topic and actions taken                                                                                                                                                                                                                                                                                                              |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.       | <b>Call to Order</b><br><br>Florence Klein called the meeting to order at 19:00 EST. 2 board members (Sara and Jessica) send regrets.                                                                                                                                                                                                |
| 2.       | <b>Approbation de l'ordre du jour/ Approval of Agenda</b><br><br><b>PROPOSITION :</b> QUE l'ordre du jour soit adopté tel qu'il est présenté (la présidente se réserve la possibilité de modifier l'ordre des points de l'ordre du jour au besoin)<br><br>Proposé par: L. Duncan<br>Appuyé par: D. Wilson<br><br>Carried unanimously |
| 3.       | <b>Déclaration de conflits d'intérêts</b><br><br>No conflicts declared                                                                                                                                                                                                                                                               |
| 4.       | <b>Approbation du procès-verbal</b><br><br><b>PROPOSITION:</b> QUE le procès-verbal du 21 août 2023 soit approuvé tel qu'il a été présenté<br>Proposé par : G. McIlwain<br>Appuyé par : J. Herbert<br><br>Carried unanimously                                                                                                        |

|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5.  | <b>Affaires découlant du procès-verbal</b><br><br>Board members reviewed progress with “Task Arising” from the September 18, 2023 board meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 6.  | <b>Own the Podium High Performance Update</b><br><br>Kerri Morgan and Kara Heald provided a summary of the highlights from the October Own the Podium update and planning meeting.<br>The board expressed their deep appreciation for the commitment and hard work of the Chief Sport Officer and the Sport team of managers and coaches in providing a positive sport experience for the athletes.<br>The board wished Kerri and the team representing Canada well in the upcoming competition at the Pan Am Games in Santiago.                                                                                                                                                                                                                                                                                                     |
| 7.  | <b>Committee Updates</b><br><br>Board members discussed the composition of members in each of the standing committees and operational committees.<br>Website to be updated as committee chairs confirm and recruit new committee members.<br>Future meetings of committees to be added to the aggregated board schedule.<br>Jason Herbert (on behalf of Sara Hart), provided an update on the Governance committee meeting.<br>Dawn Wilson provided an update on the HR Committee meeting.                                                                                                                                                                                                                                                                                                                                           |
| 8.  | <b>Other business</b> <ul style="list-style-type: none"> <li>• Florence Klein provided the update of her election as President of Aquatics Canada Aquatiques. This will position Artistic Swimming positively with the other aquatics sports in Canada.</li> <li>• The regular Fall planning session for board members will be rescheduled until winter or spring.</li> <li>• Board members will continue to seek the addition of an athlete representative on the board of directors.</li> <li>• Florence Klein provided an update on her attendance at the Natation Artistique Quebec gala.</li> <li>• Steve Wallace provided an update on the progress in presenting and reviewing the CAS 2024-2028 Strategic Plan at various provincial meetings of the artistic swimming community.</li> </ul> Next meeting: December 11, 2023 |
| 9.  | <b>In Camera session</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 10. | <b>Adjournment</b><br><br><b>MOTION:</b> THAT the meeting be adjourned at 21: 00 EST.<br><br>Moved by: L. Duncan                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |