



CANADA ARTISTIC SWIMMING
December 11, 2023 Board Meeting Minutes

Date: December 11, 2023
Time (From – To): 19:00 to 21:00 EST
Location: Zoom Meeting
Chairperson: Florence Klein, President, Canada Artistic Swimming
Attendees: Lindsay Duncan, Board of Directors Vice President, Canada Artistic Swimming Sara Hart, Board of Directors, Canada Artistic Swimming Jason Herbert, Board of Directors Member, Canada Artistic Swimming Greg McIlwain, Board of Directors Member, Canada Artistic Swimming Jessica Rutledge, Board of Directors, Canada Artistic Swimming Dawn Wilson, Board of Directors Members, Canada Artistic Swimming Catherine Barrett, Athletes Council Chair, Canada Artistic Swimming Steve Wallace, Chief Executive Officer, Canada Artistic Swimming Guests: Kerri Morgan, CAS Chief Sport Officer
Action Items Recorder: Dawn Wilson Minute Taker: Steve Wallace

Item No.	Topic and actions taken
1.	Call to Order Florence Klein called the meeting to order at 19:00 EST.
2.	Approbation de l'ordre du jour/ Approval of Agenda PROPOSITION : 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) Proposé par: J. Herbert Appuyé par: L. Duncan Carried unanimously
3.	Déclaration de conflits d'intérêts No conflicts declared
4.	Approbation du procès-verbal PROPOSITION: QUE le procès-verbal du 23 octobre 2023 soit approuvé tel qu'il a été présenté Proposé par : D. Wilson Appuyé par : L. Duncan Carried unanimously
5.	Affaires découlant du procès-verbal Board members reviewed progress with "Task Arising" from the October 23, 2023 board meeting

6.	National Team Update Kerri Morgan provided an update of the team's progress at the Pan Am Games in Santiago in Oct/November and preparations for the World Championships in Doha in February 2024. 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.
7.	President and CEO reports Florence Klein provided an update on experience with Team Canada and meetings in Santiago with World Aquatics and PanAm Aquatics leadership. Steve Wallace provided a CEO report outlining progress on the CAS and CEO objectives, as well as, updates on recently secured funding grant programs.
8.	Financial review G. McIlwain as member of the Finance Committee briefed the board on the quarter ending Sept. 30, 2023 financials and the latest financial estimate for the year approved by the finance committee in their meeting on Dec 5, 2023. MOTION: THAT the board accepts the recommendation from the finance committee for the additional deficit of \$69,000 with the goal of reducing this deficit by the end of year. Moved by: G. McIlwain Seconded by: J. Rutledge Carried unanimously
9.	Committee and Councils Updates • C. Barrett provided update from first Athletes Council meeting • S. Hart updated on progress and focus of Governance committee meeting on Jan. 11th, 2024 • D. Wilson updated on progress and focus of HR Committee meeting on Jan 16th, 2024 • L. Duncan provided update on Nominating Committee • L. Duncan updated that the EDI focus of Rise Up committee has been integrated into the 2024-2029 strategic plan and mandate will transition to Strategic Plan Advisory Committee • J. Rutledge provided a report on recent meeting of the National Officials Committee
10.	Other business • Board members discussed items to update PTSO members in future meetings • Board members will continue to seek the addition of an athlete representative on the board of directors. Next meeting: January 29, 2024
9.	In Camera session
10.	Adjournment The meeting was adjourned at 21: 00 EST.