



CANADA ARTISTIC SWIMMING
January 29, 2024 Board Meeting Minutes

Date: January 29, 2024
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 Marie-Lou Morin, Board of Directors Members, Canada Artistic Swimming Catherine Barrett, Athletes Council Chair, Canada Artistic Swimming Steve Wallace, Chief Executive Officer, Canada Artistic Swimming
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. The board welcomed Marie-Lou Morin to the CAS board of directors
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: L. Duncan Appuyé par: J. Herbert Carried unanimously
3.	Déclaration de conflits d'intérêts No conflicts declared
4.	Approbation du procès-verbal PROPOSITION: QUE le procès-verbal du 11 decembre 2023 soit approuvé tel qu'il a été présenté Proposé par : D. Wilson Appuyé par : S. Hart Carried unanimously
5.	Affaires découlant du procès-verbal

	Board members reviewed progress with “Task Arising” from the December 11, 2023 board meeting
6.	President and CEO reports Florence Klein provided an update on activities and future meetings with World Aquatics and PanAm Aquatics leadership. The board wishes Team Canada athletes and coaches well as they compete in the Doha World Championships on Feb. 2nd. Steve Wallace provided a CEO report outlining progress on the CAS and CEO objectives, as well as, updates on positive media coverage of the recent head coach announcement.
6.	Junior Team Selection process The board reviewed the proposed selection process for the upcoming World Junior Championships in Lima, Peru in August 2024. While the process was similar to last year’s selection procedure, there was discussion around the appendices, medical bye, user pay costs, number of athletes chosen, detailed selection criteria, and confirmation of key dates. The documents were revised based on feedback from the board and proposed for a motion on Wednesday Jan. 31st. MOTION: That the Junior Worlds team selection process be approved as presented. Proposed by : L. Duncan Seconded by : D. Wilson Motion Carried
8.	Financial planning process The CEO (S. Wallace) provided the board with the key dates for the board to be presented with the latest estimate for the 2023-2024 fiscal year and the proposed budget for the 2024-2025 fiscal year. Financial Committee review on March 4, 2024 and Board review on March 11th board meeting.
9.	Committee and Councils Updates • J. Rutledge provided a report on recent meeting of the National Officials Committee and status of Alumni Committee efforts • C. Barrett provided update from the Athletes Council meeting on Jan. 24th • S. Hart provided update from the Governance committee meeting on Jan. 11th, 2024 • D. Wilson updated on the recent HR Committee meeting on Jan 18th, 2024
10.	Other business • Board members discussed items to update PTSO members in February 7th meeting • Board members discussed future board meetings and potential areas to focus for strategic and operations planning Next meeting: March 11, 2024
9.	In Camera session
10.	Adjournment The meeting was adjourned at 21: 00 EST.