



CANADA ARTISTIC SWIMMING
Sept 18th
Board Meeting Minutes

Date: September 18, 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 Member, 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 Member, 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
Action Items Recorder: Dawn Wilson
Minute Taker: Steve Wallace

Item No.	Topic and actions taken
1.	<p>Call to Order</p> <p>Florence Klein called the meeting to order at 19:00 EST. All board members present.</p> <p>Welcome was extended to the re-elected and newly elected board members from the September 16, 2023 Canada Artistic Swimming Annual Meeting</p>
2.	<p>Approbation de l'ordre du jour/ Approval of Agenda</p> <p>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)</p> <p>Proposé par: J. Herbert Appuyé par: L. Duncan</p> <p align="right">Carried unanimously</p>
3.	<p>Déclaration de conflits d'intérêts</p> <p align="right">No conflicts declared</p>

4.	<p>Approbation du procès-verbal</p> <p>PROPOSITION: QUE le procès-verbal du 21 août 2023 soit approuvé tel qu'il a été présenté</p> <p>Proposé par : J. Herbert Appuyé par : L. Duncan</p> <p style="text-align: right;">Carried unanimously</p>
5.	<p>Affaires découlant du procès-verbal</p> <p>Board members reviewed progress against "Task Arising" from the August 21, 2023 board meeting</p>
6.	<p>CAS Board of Directors Direction</p> <p>MOTION: THAT Florence Klein be elected as President of Canada Artistic Swimming board of directors.</p> <p>Moved by: J. Rutledge Seconded by: J. Herbert</p> <p style="text-align: right;">Carried unanimously</p> <p>MOTION: THAT Lindsay Duncan be elected as Vice-President of Canada Artistic Swimming board of directors.</p> <p>Moved by: J. Rutledge Seconded by: J. Herbert</p> <p style="text-align: right;">Carried unanimously</p> <p>Discussion was held on the ability of the CAS board to appoint one additional director as allowed by By-laws 5.9. Board would only need a director resolution when the additional director is being appointed.</p> <p>Board members to review existing and open positions on committees and submit their interest to the President to continue/join committees by Sunday Sept 24, 2023.</p> <p>Board members to review potential participation in a Strategic Plan Advisory Committee to assist the CEO in implementing the new 2024-2028 CAS Strategic Plan.</p>
7.	<p>Board of Directors Onboarding</p> <p>CAS Board of Directors reviewed "Roles and responsibilities of the directors and officers of a not-for-profit corporation" presentation from corporate counsel.</p> <p>President and CEO to present CAS Overview presentation to new board member Greg McIlwain at a meeting to be scheduled in October.</p>
8.	<p>Athletes Council Update</p> <p>Catherine Barrett provided a summary from her participation in the recent AthletesCAN Forum (Sept 8-10) and the progress in recruiting members of the athletes council.</p>

9.	<p>Senior National Team Update</p> <p>S. Wallace, CEO, provided a progress report on the senior national team program including discussion on head coach position, Pan Am team selection process, training schedule, new athletes challenging into the athlete pool and qualification pathway for Paris Olympics 2024.</p> <p>The board of directors expressed excitement and congratulations to the athletes selected for the upcoming 2023 Santiago Pan Am Games and heartfelt appreciation for the dedication of the coaches and staff.</p>
10.	<p>Annual Meeting Update</p> <p>Video recording of the 2023 CAS Annual meeting is available. Board of directors to review and approve minutes from this meeting by Sept 24, 2023.</p>
11.	<p>Other business</p> <ul style="list-style-type: none"> ● Directors discussed the annual meeting schedule and potential revisions for scheduling conflicts. ● The regular Fall planning session for board members may be rescheduled until winter or spring. ● S. Wallace to provide a regular CEO report document starting in November sent to directors one week before each board meeting. ● Board members to send their interest in joining and/or continuing in Standing Committee roles. Committee updates posted on website on October 2, 2023. ● Discussion on the decisions and information that can be presented to PTSO members in upcoming meetings. ● "Tasks arising" document from Sept. 18th meeting to be compiled by Dawn Wilson for board members review by Monday Sept 25 ● Aquatics Canada Aquatiques (ACA) has elected Florence Klein as President of Aquatics Canada. CAS will need to appoint another CAS representative for the ACA board. <p>MOTION: THAT Jessica Rutledge be elected to the board of Aquatics Canada Aquatiques (ACA) board of directors.</p> <p>Moved by: S. Hart Seconded by: J. Herbert</p> <p style="text-align: right;">Motion carried</p> <p>Next meeting October 23, 2023</p>
12.	<p>In Camera session</p>
13.	<p>Adjournment</p> <p>MOTION: THAT the meeting be adjourned at 21: 00 EST.</p> <p>Moved by: L. Duncan</p>