

Kelowna Springboard Diving Club

2022 AGM (13th Annual)

Date: Thursday, November 17, 2022

Location: H2O Pool Classroom



Club Executive Present:

Lisette Anonby – President
Christina Unger – Registrar
Rachelle Moulton - Secretary

Executive Members Absent:

Darren Hedstrom – Vice President
Michelle McQuaiq - Treasurer

Members Present:

Joe Lastevec, Wayne Rumsey, Darwin Pulver, Nicole Davis, Jan Mahan, Jason Moulton, Julie Tingate, Melisa Sanchez, Barbara Sochanski, Luana Arnold, Heidi Hyland, Andrea Knox, Anna Ruckstuhl

1. The meeting was called to order at 6:46 pm by President, Lisette Anonby.

Quorum was established with 16 voting members present.

- Introduced club executive and welcomed new and returning families

2. Acceptance of Meeting Agenda

Additions proposed for New Business, they are access cards, merchandise and Safe Sport Policy. Motion to approve amended agenda moved by Nicole ; seconded by Rachelle , motion carried to accept amended agenda as presented.

3. Acceptance of the AGM Minutes of November 16, 2021

It was moved by Jason ; seconded by Darwin, motion carried to approve the AGM Minutes of November 16, 2021.

4. President/ Club Report

2021-2022 President Report

After several challenging years we are happy to report that all our fall 2022 classes filled very quickly, with demand outpacing availability. Our greatest challenge again this year was the pool allocation process and subsequent challenges dealing with a seemingly constant change in pool management and guidelines. There is tremendous pressure on the aquatic centres in our city, with large clubs given priority and preference over the many small aquatic clubs that operate in our area. The current plan for a new pool will not include a space for diving, that is, there will be no dive tank area equipped with diving boards – this news was deeply disappointing; as it will not help alleviate the strain of restricted deep water training space for diving, artistic swimming (synchro) and a growing water polo community. Like most pools around the province, we still continue to have a shortage of lifeguards, which in turn has been reducing the capacity within the pools.

It was nice to see a bit of a return to normal training in 2021 and early 2022. KSDC and the H2O had looked forward to hosting the 2022 BC Winter Games but it was cancelled due to the increasing number of Covid cases around the province. Although the Winter Games have been rescheduled for March 2023 – the diving event will not be taking place. The H2O did not wish to host the event for 3-4 days over the scheduled Spring Break and there are no other suitable facilities in the Okanagan to host the event. This was heartbreaking news for the divers who had been training for over a year in the hopes of competing at the Games.



Classes at the Kelowna Family YMCA started on schedule this year but classes at the H2O pool had a later than usual start this fall due to a 6-week planned maintenance shutdown. In order to get divers started, the club rented gymnasium space for the scheduled Tuesday & Thursday classes at local schools to run dryland sessions for 3 weeks. Dryland training for Sunday classes took place at Kelowna Gymnastix centre. This proved to be successful in preparing divers for the start of their water training October 23rd.

After having our warm up/ dryland equipment stored offsite for more than a year and a half, we are pleased to be allowed to resume dryland warm up on the pool deck this fall. For most of the 2020/2021 season, no warm up of any type was allowed on the H2O aquatic centre pool deck. As warm up is a critical part to the program, we improvised by having outdoor warm up sessions while the weather allowed and rented additional classroom space at the facility so that divers could have a basic warm up prior to their pool training. During that time, we offered free bi-weekly dryland training sessions for all our divers at the local gymnastic centre – these classes were well attended by all our members. Dryland sessions at the gymnastics centre will continue throughout this year.

Christina Unger continues in her role as Head Coach this year, with Kaelen O'Rourke returning as the Learning to Develop coach and Nyah Hedstrom as a Learn to Dive coach. Mikayla McIntosh has recently been added as an additional coach – she will be teaching private lessons, adult classes and providing coverage for the other coaches. Her role is expected to evolve over the coming months. Christina continues to be instrumental in developing our programs – we are very grateful for her commitment to the club.

The club has seen the loss of a number of key families over the past year but am pleased to see many other returning families whose divers are enjoying their programs. I would like to thank all our past executives for volunteering for many years and providing assistance wherever it was needed. We look forward to welcoming new Executive members at our AGM, as they will be essential to the club's success this year and the years to come.

Thank you to everyone from the diving community, KSDC and BC Diving for their support over the last 6 years and helped the club thrive in our community. I am confident that the club is stronger than ever and will continue to grow and I look forward to seeing future athletes grown in the sport of diving.

Sincerely,

Lisette Anonby

Kelowna Springboard Diving Club
President (Outgoing)

5. 2021/ 2022 Financial Report

A brief summary of the club's financials provided below:

As dictated by the Province of BC and our BC Community Gaming Grant requirements, the club maintains 2 separate bank accounts, they are:

- 1) **Gaming Account** - only contains funds that we receive from our BC Community Gaming Grant. The grant stipulates that this money can only be used for the direct delivery of our programs



(coaching costs, pool fees, insurance, equipment, dryland training). This year, we are allowed to spend up to 15% on administrative costs associated with the delivery of our programs. The Gaming account balance as of today, November 15, 2022 is \$6,490.10. That means that we have \$6,490.10 left from our \$10,000 grant money that we received October 31, 2022.

2) **The Operating account** - used for all other expenses that the Club may incur over the year, such as costs associated with running dive meets, online registration program, incidentals, bank fees, all other expenses once the Gaming Account has been depleted. Revenue for this account is generated from registration fees. The Operating account balance as of November 17, 2022 is \$26,571.53

2021 FINANCIAL OVERVIEW	
Revenue (including Grant)	\$ 45,844.69
Expenses	\$ 35,370.81
Surplus	\$ 10,473.88

- KSDC applies every year for a BC Community Gaming Grant, in 2022 we received \$10,000 in grant money to assist with our providing our programs/ classes. The grant approval letter states the conditions for the use of the money, expenses are summarized and reviewed by the BCCG board to ensure they meet the criteria every year.
- The Club received \$35, 809.69 in registration fees in 2021 (that is \$15,812.21 more than 2020). This increase is largely due to the increased number of classes we are running compared to 2020 & large class sizes.

Coaching Costs & Pool Fees are the club’s 2 largest expenses, they are as follows:

- 2021 Coaching costs were **\$14,622.28** (\$6,410.28 more than 2020. A wage review was completed in December 2021, as a result hourly wages for each coach were increased starting in January 2022.
- Pool fees were **\$9,465.19** (\$4,562.97 more than in 2020). The increase is due to the increase in pool time and a return to normal class sizes.
- Administrative expenses continued to be higher in 2021 due to the additional costs of having to store the crash mats offsite at \$240/ month. It is important to note that administrative costs include items such as mat storage (no longer in place), registration system, web hosting, office supplies, BC Society Filing costs, WorkSafe BC insurance for coaching, purchasing medals or club wear, etc . Administrative costs for 2021 were **\$5,328.64**
- Please note that the “In-Kind” Income on the Financial statement refers to individuals donating either their time and/ or materials to the Club. This is largely the result of parents acting as volunteers and/ or providing food at our dive meets. The In-Kind contribution plays a vital role in our BC Gaming Grant application.
- Thank you to Michelle McQuaig for her contributions in managing the Club’s financial assets and details in 2021/ 2022. Her work was critical to securing our BC Community Gaming Grant \$10, 0000 grant money that was received from the BC Government.



**Please refer to the Financial Statements for additional detailed information.*

6. Head Coach Report

2021-2022 Head Coach Report

Recap of 2021-2022

- Last year was very challenging with managing COVID-19 restrictions all fallout. We saw a lot of opportunities get cancelled last minute which really hurt morale.
- We were still able to expend our Learn to Dive classes from the previous year which was a win.
- Nyah
 - o Doing dryland in the classroom was challenging because it was such a tight fit, but it was easier for the kids to listen to me.
 - o I worked to create a safe and enthusiastic environment for all my classes.
- Kaelen
 - o Last year the Learning to Develop classes did an amazing job pushing themselves to learn new skills and overcome fears.
 - o The club also had great success at our first dive meet post covid, and the athletes put in a lot of hard work.

Looking at this year and beyond

- We have the most athletes in our programs we have ever had!
- We are back to our full dryland setup after much fighting with the YMCA managers and it has really benefitted the athletes so far.
- Despite the late start in the water this year due to pool closures, most athletes are on pace with normal development for this time of year. I believe we can thank those 3 dryland-only weeks for this.
- **Programs:**
 - o All of our classes are full. Due to the interest, we have I am looking at expanding programs wherever possible. Unfortunately, we are getting to the point where we are limited by pool time and board space.
 - o Goals for the future are to continue expanding our programs. I am hoping to bring on 1-2 more coaches to support the growth of our Learning to Develop program and our Adult program.
 - o This year for the first time we are able to run multiple Adult classes because of the demand.
 - o I approached UBCO Recreation about doing a program with them and we have a new program for university students starting November 16. It is a 4-week program and I hope to run more of these programs with UBCO in the future.
 - o To summarize last year, we had 3 programs: Learn to Dive, Learning to Develop, and Competitive. This year we have those 3 plus private lessons, adult lessons, and UBCO student lessons.
- **Coaching:**



- Nyah and Kaelen are both critical to the survival of the club and I cannot thank them enough for their commitment to the club. Kaelen graduated High School last June and is staying in Kelowna for the time being. Nyah is in Grade 12 and is hoping to go to UBCO next year. I am currently in the last semester of my degree, a Bachelor of Arts in Psychology, and will be done in December. I am hoping to be able to find a job in Kelowna that lets me stay in Kelowna and continue to coach.
 - Mikayla has joined our coaching team. She is currently teaching private lessons and I hope to have her help to expand Learning to Develop next session.
 - One of our adult divers, Rachel, is also interested in coach so we will be looking into where she can support the club as well.
 - **Competitions:**
 - We have quite a few diving competitions this year planned. The competitive team has already been notified of them and are looking forward to them. Due to having new athletes and older athletes on the team, not all athletes will be ready for the first competition of the year in December. Most of the competitions will be between March-June 2023.
 - **Opportunities:**
 - Over the summer I hosted a bellyflop competition with the family festival KelownaMade. The competition was a highlight of the event and provided us with a lot of free promotional opportunities with Kelowna10 and Beach Radio.
 - Nyah report:
 - I am working on spotting kids more often and making a more hands-on approach.
 - I would like for kids and parents to try their best to show up on time as dryland is extremely important.
 - Kaelen
 - This year we have been working on building our crash mat skills which has led to a lot of new skills being learned in the water.
 - We have also been doing lots of new team-building activities as a club and within our individual classes.
- Below are some purchases I would like to look into making or building:*
- T-shirts
 - Bags
 - Hoodies
 - Box for jumps onto the crash mat – can be made
 - Deck platforms X 2
 - 3 new mats – 310 each – total of \$930 plus tax
 - Speaker - \$130-200 – we have been using mine for the last 2 years
 - Team bathing suits

Christina Unger
KSDC Head Coach



7. Induction/ election for the new Board of Directors

Thank you to the members of the executive who served this past year, the club wishes to thank you for your time & commitment. The past executive was dismissed and a new executive elected. Our Society Bylaws dictate that we are to have 5 members on the Club Executive, they are:

- a. **President:** Presides over all meetings of society & directors, supervise other officers

Elected person: Julie Tingate

It was moved by Rachelle Moulton; seconded by Heidi Hyland, motion carried.

- b. **Vice President:** Must carry out the duties of the president during the president's absence

Elected person: Rachelle Moulton

It was moved by Jason Moulton; seconded by Nicole Davis, motion carried.

- c. **Secretary:** Conduct the correspondence, issue notices of meetings, keep minutes of all meetings, have custody of all records & documents except those kept by the treasurer

Elected person: Luana Arnold

It was moved by Andrea Knox; seconded by Barb Sochanski, motion carried.

- d. **Treasurer:** keeps financial records including books of account, render financial statements

Elected person: Melisa Sanchez

It was moved by Nicole Davis; seconded by Wayne Rumsey, motion carried.

- e. **Registrar/ Director:** Manages & maintains registration system including payment processing

Elected person: Heidi Hyland

It was moved by Nicole Davis; seconded by Andrea Knox, motion carried.

8. Looking Ahead – This year and into the future

NOTE: The budget was created at the end of 2021 forecasting costs for 2022. With restrictions as a result of Covid-19 pandemic, forecasting costs was very difficult.

a. Budget 2021/ 2022

- The budget was increased for 2021 & 2022 Coaching and pool costs, as they were expected to increase due to an increased number of classes, pool time and coaching costs.
- Continued lower than expected expenses for the club in 2021 has led to a surplus in our operating account. Last year, I identified that the surplus in our Operating Account would likely mean that the club would not be eligible for a grant. Luckily, the BC Government decided to provide club with the same amount they had received the previous year. KSDC received a \$10,000 BC Community Gaming Grant for 2021 to assist in the delivery of our programs. This money can only be used toward coaching costs, pool fees and costs directly related to the delivery of classes, such as dryland training and BC Diving membership/ insurance. We would like to acknowledge and thank the BC Government for their continued support.
- We will need to reduce the account balance over the year in order to be able to apply on the BC Community Grant in May 2023. As our expenses are now closer to a typical year, we expect that this will naturally occur over the coming months.



- Applications for the Gaming Grant must be submitted by the end of May. The Club completed the “long form” for the 2021/ 2022 season. Our October 2022 approval letter states that we will be required to complete the “long form” again this coming May 2023, if the club chooses to seek grant money.

****Please refer to the Program Financial Statement for 2021 for detailed information***

b. Club development and future goals

- Registration System: In the Fall of 2021, at the request of BC Diving & Diving Canada (DPC), diving clubs across BC were asked to adopt a new registration system by Interpodia called H2O Reg. From discussions with Interpodia, we thought it would be beneficial to the club. Therefore, KSDC changed registration system for the September registration. It was not a smooth transition and quickly realized that it lacked basic functionality. Our previous system, Jackrabbit was far superior and the decision was made to return to the Jackrabbit system. There are 2 drawbacks to using Jackrabbit over Interpodia; that we have to manually register divers with BC Diving for insurance and that we pay \$85 USD/ month. Registrations starting in January 2022 have gone smoothly to date.
- At this time, we have a total of 64 divers in our programs. That is 36 Learn to Dive, 14 Learning to Develop, 5 Competitive, 6 adult divers – plus an additional 9 UBCO divers in mini session. We are very pleased to welcome many new families who joined the club this fall! Welcome!
- Our club growth continues to have many challenges. We must negotiate with the City of Kelowna every year to determine our pool dates & times for both the Rutland Family YMCA and the H2O. There is tremendous pressure on these facilities to accommodate the requests/ needs of many athletic clubs in the Kelowna area. The KFY is an old facility, with maintenance issues and the dive tank lacks the pool depth that is required for many classes or to host a dive meet. We have recently learned that the proposed new pool to replace Parkinson Rec Centre, will not be able to accommodate our diving program. They will not be installing diving boards and the pool will not have a deep-water end. That means that any deep-water sport will be unable to use this facility, including artistic swimming (synchro), water polo or diving. This is incredibly disappointing news for everyone! The situation highlights the need for additional aquatic facilities in the City of Kelowna – and not operated by another party other than the City.



c. Dive Meets and Events

Name	Dates	Location	Level	Christina's Notes
Candy Cane	December 3-4, 2022 **Might just be the 4th	Langley, BC	Learn to dive & Novice	I would like to see athletes go, but not everyone will be ready yet.
BC Winter Provincials	February 24-26, 2023	Surrey, BC	DPC	This is a great opportunity to see a higher level of diving.
Marc LePool Sting	March 10-12, 2023	Victoria, BC	DPC	Qualifying event for national team
Kamloops Fiesta	March 18-19, 2023	Kamloops	Learn to dive & Novice	Great fun event with our sister club.
Novice Nationals	April 21-23, 2023	Surrey, BC	Novice	One of my favourite events, very attainable. Athletes from all over the country come.
KSDC Dive Meet	June 10, 2023	Kelowna, BC	Learn to dive & Novice	Our big home meet of the year. All levels welcome (fun meet) and everyone in our club should participate.
Irene MacDonald Invitational	June 24-25, 2023	TBD	Learn to dive & Novice	Our season generally ends right around this time of year so it can be a nice wrap-up event.

* **Ones in bold are ones I strongly encourage everyone to go to** (see Handout schedule for more detail)

The other meets are either at not ideal times of year or require qualifying but should still be considered.



d. Volunteers

- Volunteers are not needed immediately but there are many opportunities to help the club over the year. We are currently scheduled to host a dive meet June 10 – there will be a need for many volunteers in order to make the event happen.

9. New Business

a. Coaching Staff

- **Head Coach - Christina Unger** — Former KSDC competitive diver, over 10 years of experience coaching
- **Coach – Kaelen ORourke**– former diver, Learning to Develop coach
- **Coach – Nyah Hedstrom** – former diver, Learn to Dive coach
- **Coach – Mikayla McIntosh** – former Calgary diver, sub-coach, private lessons, etc
- All coaching contracts have been signed for the 2022/ 2023 season

b. **Dryland training** – After almost 2 years, we have finally returned to warm up/ dryland on the pool deck at the start of classes (yeah!). The Club will also continue to offer dryland training sessions at Kelowna Gymnastix throughout the year, for all class levels. Many divers had 3 weeks of dryland training before starting in the pool this fall, due to a delayed start which was the result of a 6-week planned maintenance shutdown at the H2O. This was a complicating factor but Head Coach Christina was able to come up with a training plan to fill the gap. Thanks Christina!

c. **Outstanding Fees** – Many families have outstanding fees at this time. Please log in to your account and review your charges. Be sure to pay your outstanding fees as soon as possible. Please contact admin at ksdc.general@gmail.com if you have any questions regarding your account.

d. **Access Cards** – A list of club divers has been provided to member services. In order to get a card issued, you will need to arrive early/ stay late to see member services for an access card. This will make pool entry much easier for everyone.

e. **Merchandise** – **The club is looking for someone to coordinate the sale of club wear, please email ksdc.general@gmail.com if you are interested in the task.**

Club Clothing & Gear is always available for sale. There are drifit shirts, cotton t-shirts, water bottles, toques, drawstring bags & cotton hoodies available for purchase. Please contact us at ksdc.general@gmail.com if you are interested in any of these items.

f. **Safe Sport Policy** – BC Diving/ Diving Canada have encouraged all diving clubs to adopt a Safe Sport Policy. Using the template that was provided, we have put together a Safe Sport Policy for KSDC . The club should review and adopt this BC Universal Code of Conduct and post it on our website, along with a Resource Page with links to all Safe Sport resources.

Motion to accept The Safe Sport policy as presented: It was moved by Heidi Hyland; seconded by Melisa Sanchez, motion carried.

10. Questions, comments or suggestions

11. Meeting was adjourned at 8:06 PM



Thank you everyone for attending this very important club meeting!

SAFE SPORT POLICY

KELOWNA SPRINGBOARD DIVING CLUB (KSDC) has a fundamental obligation and responsibility to protect the health, safety and physical and mental well-being of every individual that is involved in the club's diving community.

KSDC takes any situation involving misconduct or maltreatment very seriously. For this reason, **KSDC** is committed to enacting and enforcing strong, clear, and effective policies and processes for preventing and addressing all forms of misconduct or maltreatment.

KELOWNA SPRINGBOARD DIVING CLUB (KSDC) specifically recognizes BC Diving's Safe Sport Policy Suite as forming part of this Policy, and its language, policies and procedures are hereby adopted as the safe sport policies and procedures for **KELOWNA SPRINGBOARD DIVING CLUB**. BC Diving's Safe Sport Policy Suite can be found here ([Safe-Sport-Policy-Suite-For-AGM-Provincial-MeetingOct21-1.pdf \(bcdiving.ca\)](https://www.bcdiving.ca/files/2021/10/Safe-Sport-Policy-Suite-For-AGM-Provincial-Meeting-Oct21-1.pdf)).

These policies are intended to promote a Safe Sport environment in a manner that allows for consistent immediate, appropriate and meaningful action should any issues arise, and also to prevent issues from arising in the first place by communicating expected standards of behaviour.

This Safe Sport Policy applies to **KELOWNA SPRINGBOARD DIVING CLUB**, its Members and all individuals affiliated or involved with **KELOWNA SPRINGBOARD DIVING CLUB**. Should any individuals involved with **KELOWNA SPRINGBOARD DIVING CLUB** and its Members, including but not limited to athletes, coaches, officials, volunteers, and parents/guardians of athletes, wish to report any instance of misconduct or maltreatment, they must do so by communicating directly with BC Diving's Independent Third Party Officer, who will then determine the appropriate forum and manner in which to address the complaint. Breaching the conduct standards described in the Safe Sport Policy can cause significant sanctions up to and including permanent ineligibility from participation.

KELOWNA SPRINGBOARD DIVING CLUB also recognizes the recent development of the Universal Code of Conduct to Prevent and Address Maltreatment in Sport (UCCMS). Since the UCCMS may continue to evolve in the foreseeable future, this Safe Sport Policy Manual incorporates the key elements of version 5.1 of the UCCMS. **KELOWNA SPRINGBOARD DIVING CLUB** also recognizes and adopts the language of viaSport's British Columbia Universal Code of Conduct (BC UCC)." found here https://www.viasport.ca/sites/default/files/BC_UCC_2021.pdf