

**Kelowna Springboard Diving Club
2022 AGM (13th Annual)**

Date: Thursday, November 17, 2022

Location: H2O Pool Classroom



Kelowna Springboard Diving Club

AGM – Annual General Meeting Minutes

Thursday, October 26th, 2023

Club Executive Present:

Melisa Sanchez - Treasurer

Luana Arnold - Secretary

Executive Members Absent:

Julie Tingate - President

Rachelle Mouland– Vice President

Heidi Hyland - Registrar

Members Present:

Melisa Sanchez, Christina Unger, Luana Arnold, Nicole Gowing, Darwin Pulver, Melissa Wiberg, Heather Csikos, Wayne Rumsey, Karlynn Schoene, Steve Walker, Mihaela Walker, Payton Gosselin, Barb Ramovs.

1. **The meeting was called to order at 6:38 pm by Head Coach, Christina Unger.**
Quorum was established with 13 voting members present.
 - Introduced club executives and welcomed new and returning families
2. **Acceptance of Meeting Agenda**
Additions proposed for New Business: access cards, merchandise and new board members/positions. Motion to approve amended agenda moved by Darwin; seconded by Wayne, motion carried to accept amended agenda as presented.
3. **Acceptance of the AGM Minutes of November 17, 2022**
It was moved by Melisa; seconded by Luana motion carried to approve the AGM Minutes of November 17, 2022.
4. **President/ Club Report**

2022-2023 President Report

After several challenging years we are happy to report that all our Fall 2023 classes filled very quickly again this year 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 and maintenance issues. There is tremendous pressure on the aquatic centers 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. The new challenge this Fall has been the lack of a diving board at the H2O.

Christina Unger continues in her role as Head Coach this year and she has also been managing all the club's departments and sharing all her knowledge. We are lucky to have found Nicole as our office administrator, it was a goal of the past President to hire someone for this role as she saw the need for the admin support. The board members have worked well together this past year to achieve the same goals. 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 and new families whose divers are enjoying their programs. I would like to thank all our current board members for their hard work this year and also the 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. It has all helped the club thrive in our community. I am confident that the club is stronger than ever and will continue to grow.

Sincerely,

Julie Tingate

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

2022 Financial Overview	
Revenue (including grant)	\$61,753.50



Expenses	\$60,255.22
Surplus	\$1,498.28

- KSDC applies every year for a BC Community Gaming Grant, in 2023 we received \$10,000 in grant money to assist with 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 \$49,568.50 in registration fees in 2022.

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

- 2022 Coaching costs were **\$24,702.98** and projected to be \$30,000 by end of 2023. A wage review was completed in December 2022, as a result hourly wages for each coach were increased starting in January 2023.
- Pool fees were **\$16,231.21** and expected to be \$18,000 by end of 2023. The increase is due to the increase in pool time and rise in costs for the pool rental.
- 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 2022 were **\$10,758.34**
- 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 Melisa Sanchez for her contributions in managing the Club’s financial assets and details in 2022/ 2023. 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

2022-2023 Head Coach Report

Recap of 2022-2023

- Last year was very challenging with managing COVID-19 restrictions all fallout. We saw a lot of opportunities get cancelled at the last minute which really hurt morale.
- We were still able to extend our Learn to Dive classes from the previous year, which was a win.



Nyah

- 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.
- I worked to create a safe and enthusiastic environment for all my classes.

Kaelen

- Last year the Learning to Develop classes did an amazing job pushing themselves to learn new skills and overcome fears.
- 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 benefited 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:

- 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.
- 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.
- This year for the first time we are able to run multiple adult classes because of the demand.
- 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.
- 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 coaching 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 is 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 - \$1400
- - 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

Head Coach

Christina Unger

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 executives were dismissed, and new executives 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: Melissa Wiberg

It was moved by Karlynn Schoene; seconded by Wayne Rumsey, motion carried.

- b. **Vice President:** Must carry out the duties of the president during the president's absence, liaise with the YMCA and City of Kelowna regarding issues that arise and advocate for the club.

Elected person: Megan Farrow

It was moved by Payton Gosselin seconded by Melissa Wiberg, 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

No Longer an elected position

This role has been replaced by a paid position of Administrative Assistant.

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

Elected person: Melisa Sanchez

As held from previous election.

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

Elected person: Christina Unger

It was moved by Melisa Sanchez; seconded by Luana Arnold, motion carried.

- f. **Advertising & Fundraising/Dive Meet Organizer:** Aides in advertising and fundraising opportunities and assists head coach in communications and planning of dive meets. Needs to be present at dive meet we host on June 8th and support organizing the club and coaches for other dive meets/events throughout the year.

Elected persons: Karlyn Schoene & Payton Gosselin

It was moved by Wayne Rumsey; seconded by Luana Arnold, motion carried.

8. Looking Ahead – This year and into the future

NOTE: The budget was created at the end of 2023 forecasting costs for 2024.

a. Budget 2023

- The budget was increased for 2022 & 2023 Coaching and pool costs, as they were expected to increase due to an increased number of classes, pool time and coaching costs.
- The BC Government decided to provide the club with the same amount they had received the previous year. KSDC received a \$10,000 BC Community Gaming Grant for 2023 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 for 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 2022/ 2023 season. Our October 2023 approval letter states that we will be required to complete the “long form” again this coming May 2024, if the club chooses to seek grant money.

****Please refer to the Program Financial Statement for 2022 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 the 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. This prevents all individual registrants from having to pay additional fees when registering, as we complete a mass upload of all athletes without these extra fees.
- At this time, we have a total of 85 divers in our programs. This is between the following programs, Learn to Dive, Learning to Develop, Competitive, Adult divers – additionally we offer 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

- There was discussion surrounding dive meets, and how they seem to be having a more of a negative impact on our diving athletes. Recently our Head Coach Christina Unger coordinated and hosted a mandatory training camp which turned out to have a much greater positive impact on the athletes. It has currently been decided that in the short term, KSDC will be participating in and hosting more of these style events and forgoing the majority of our usual dive meets in 2024. We will, however, still participate in select events that are to the benefit of our athletes. This decision will be reevaluated as needed.

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 8 – 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 O’Rourke**— 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 2023/ 2024 season

- b. **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.

10. Questions, comments or suggestions:

1. Question: Can we write a letter to the decision maker of the new Parkinson Recreation Center pool, to advocate for a space/equipment that would be beneficial for dive clubs?

- While the club has inquired as to the possibility of having the new pool be equipped for dive club use, we have not gotten very far. Individuals are of course encouraged to reach out and have their voice heard on the matter as it is apparent there is a need for more facilities with this capability. The club will also continue to advocate for such.

2. Question: Will we be doing more training at Kelowna Gymnastics again?

- As of now, for various reasons, it’s not something we’re planning on right now.

3. Suggestion: The club should look into creating a sponsorship letter.

11. Meeting was adjourned at 7:42 PM

Thank you everyone for attending this very important club meeting!