

Titans Water Polo Executive Team Monday, April 11, 2005

On deck classroom, Nepean Sportsplex

Present: Pierre Tremblay, President
Rosemary Bickerton, Facilities Coordinator
Doug Hodgson, Finance Director
Carolyn McGill, Registrar, Secretary
David Hart, Head Coach
Deanna Barry, ILWP Executive Director
Clem Pelot, City Relations
Hurd Stein, Competitive Program Director
Ed Sennema
Nicole Le Saux

Call to order at 8:05 p.m.

1. Minutes of March 28, 2005

Clarification: Summer Camp 2006 will take place August 21-25.

2. Introductions

Round table introductions: Current Executive members and officers explained their roles. New and potential members identified personal areas of interest.

3. Review of Agenda

4. Status Reports and Other Business

Head Coach

Completed Action: Doug to send last-year's Stay in Shape budget and attendance records to Paul Hébert, the 2006 Stay in Shape coordinator.

Completed Action: Rosemary to send dates for Stay in Shape to David.

Information/Discussion: Wednesday and Sunday evening pool time is booked at the Sportsplex for Stay in Shape, which begins on June 5. David has begun speaking to coaches about running sessions. Assignment of coaches to particular sessions will depend on the budget for NLS and the demographics of participants.

Action: Paul Hébert to set a budget for Stay in Shape.

Action: Doug and Deanna to provide lists of contacts to Paul.

Action (carried forward): David to contact Paul Hébert for the Stay in Shape budget, find staffing and provide a proposal to the Executive.

Information/Discussion: Logistics for the Academy Intake program are in place. Selection of participants will give priority to athletes born in 1993 and 1994, based on the replacement strategy for the Academy (Boys – 6 replacements plus 4 reserves; Girls – 10 replacements plus 4 reserves).

Information/Discussion: David continues to draft his coaching plan for next year, when he will be strictly the head coach (i.e. not a team coach). The plan addresses professional development for team coaches and will clarify expectations. David has a pool of experienced candidates to draw from for potential new coaches.

Information/Discussion: Older ILWP athletes have been polled about their interest in joining the Cadet level competitive program next year. Several may be invited to practices after the 2005 Nationals. David expects there will be 18-20 each of Cadet Boys and Girls next year, which may make Cadet A and B teams possible.

Information/Discussion: David informed the Executive by email of a strategic opportunity for new pool time for the club, starting in September. He continues to monitor the situation, which is related to coaching contracts for next season.

Treasurer

Completed Action: Doug to inform a former member of the Executive's decision that the family will not receive a refund.

Completed Action: Doug to send the draft budget for the year-end Banquet to Mary Clare Carter, and request that she submit a finalized 2005 Banquet budget to the Executive.

Information/Discussion: The budget has not yet been submitted.

Completed Action: Doug to supply a deposit cheque to Rosemary to hold the Banquet room booking at the Britannia Yacht club.

Completed Action: Doug to consult with our bookkeeper on whether current practices sufficiently address the "matters of interest" in the auditor's letter.

Information/Discussion: The bookkeeper has advised that she believes new practices will address the auditor's concerns.

Completed Action: Doug will ask Nancy Snihur for a report on the allocation of remaining Trillium funds.

Information/Discussion: Nancy replied that allocations are not yet complete.

Completed Action: Regarding the club's Capital Assets: Doug to contact Chris Cope about the club equipment inventory.

Information/Discussion: Chris will forward the last inventory; and says he will do a new inventory in June.

Action (carried forward): Doug to advise Tracy Wall to do a merchandise inventory at the end of the season.

Completed Action: Doug to request a detailed accounting from the auditor; and to inquire within the club about the understanding regarding the cost of the audit.

Information/Discussion: Materials were recently received and will be reviewed.

Action (carried forward): As soon as possible, Doug is to start producing a report tracking actual/committed expenditures against budgeted expenditures, starting with major items such as coaches' salaries and pool rentals.

Information/Discussion: Reports tracking 2004-05 salaries and pool rentals to date have been drafted, but require revisions.

Action (carried forward - urgent): Doug to budget the 2005-06 competitive season. Pierre to provide information about expected registrations and coaching requirements.

Information/Discussion: Doug has recruited assistance and will begin this task soon.

ILWP

Information/Discussion: Deanna presented a budget for the 2005-06 ILWP season. This will be the first year the program will be self-supporting, without Trillium funding. The total budget is about \$60,000. Deanna outlined major items for the benefit of the meeting.

Most costs were based on actual expenditures in the past, including the actual hours Deanna works on ILWP. There will be one less ILWP league night next season. [Note: A 5.2% increase in City pool rentals was confirmed shortly after this meeting.] Budget revenue was based on 150 unique players and 9 pools.

Budget lines under discussion were the costs to be shared with the competitive program, notably the Head Coach's salary and the recruitment budget. Participants reviewed several scenarios and how each affected the cost structure for ILWP.

Decision: The 2005-06 ILWP budget will include 10% of the head coach's salary. 50% of ILWP recruitment costs will be moved to the competitive program budget. Full season fees for ILWP will be: \$460 with an \$800 Loblaws gift card commitment (\$100 per month); or \$500 with a cash buy-out.

For the 2006-07 budget, Deanna was advised to include a portion of the end-of year banquet costs: tickets for ILWP coaches and the spirit awards for ILWP athletes.

Action: Rosemary Bickerton will get a quote for ILWP brochures from an in-house printer.

Action (carried forward): Pierre will re-draft Deanna's contract.

President

Information/Discussion: Pierre reported on the response to the recent Newsletter and email call for volunteers. In addition to the new members in attendance, there are volunteers for webmaster and (possibly) registrar. If necessary, Pierre will continue recruiting by meeting with parents on a team basis.

Completed Action: Pierre to write to OWPA to request the rationale behind their decision about suspending Titans athletes.

Information/Discussion: On April 7, Darren Ablett, OWPA President replied to the request. Pierre in turn informed the OWPA that the Titans club is satisfied that all relevant factors were taken into account, and will not pursue the matter further.

Action (carried forward): Pierre to make inquiries about upcoming events in the Bantam Provincial program. The following action item may be revised according to his findings.

Action (carried forward): Pierre to write to Darren Ablett and Ross Macdonald of the OWPA to affirm our club's support for provincial programs; and our expectation that there be reasonable limits and advance notice of the nature and amount of work Titans volunteers may be asked to provide.

Action (carried forward): Pierre and David to finalize criteria for the Head Coach's bonus.

Competitive Program

Information/Discussion: Clem has reviewed pool billings for the season to date and advises the club has overpaid as much as \$2000, mostly in NLS fees.

Action: Clem to pursue this matter with pool administrators.

Action (carried forward): Pierre to request bi-weekly reports from the Stay in Shape and Academy Intake program coordinators.

5. Old Items

Strategic Plan for the Next Four Years

Information/Discussion: Pierre expanded tasks related to the first two objectives of the draft strategic plan and assigned each task. The focus of his work was club infrastructure, and stronger structure for the competitive program.

Completed Action: Pierre to send completed plans to members of the Executive.

Titans Code of Conduct

Action (carried forward): Pierre to produce an updated version of the Code of Conduct.

Action (carried forward): Pierre to contact Ross Macdonald of OWPA for a recommendation regarding the Titans' response to WPC's sanctions against a club member.

Senior Men's and Women's Teams

Action (revised): Pierre to contact Andras Szeri to remind him of the content of the Agreement between the Titans and the Senior Men's Team.

Canadian Tire Jump Start Program

Action (carried forward): Rosemary to obtain more information from her source at Canadian Tire.

6. New Items

New Registration Procedures

Information/Discussion: Carolyn submitted a proposal by email. Discussion was deferred, due to lack of time.

Swim Suit Survey

Information/Discussion: Rob Tarnoczy's letter to the membership must be re-drafted so that the questions are clearer. Also, Rob must agree to receive responses.

ILWP award

Information/Discussion: Parks and Recreation Ontario selected the Titans' ILWP program for an award of excellence. The club is paying for Nancy Snihur to attend the awards presentation in London Ontario on April 19.

Spirit of the Youth Award (Child and Youth Friendly Ottawa)

Information/Discussion: The Titans will nominate an athlete for this award, and members will collaborate on the submission.

Rochester Youth Tournament

Information/Discussion: Due to last minute developments, participant fees did not cover \$140 of the total costs.

Decision (by email): The club will pay the difference.

Recent Code of Conduct Issues

Information/Discussion: Several complaints about conduct are referred to the Discipline Committee.

Academy End of Year Event

Information/Discussion: Parents may join the children in the pool for the last Academy session on June 5. There will also be a potluck lunch.

Adjourn at 10:15 p.m.

Next meeting: Monday, April 28, 8:00 p.m.

5. Items to Be Brought Forward

1. **(BF – June 05)** Minor Capital City of Ottawa Grant (bring forward – June 05)
2. **(BF – August 05)** Consider formal commitment to Team Accommodations
3. **(BF – September 05)** Arrange a Sportsplex skills check-off session for Titans coaches
4. **(BF – October 05)** Organize a session on bullying for competitive program members