

## **Titans Water Polo Executive Team September 28, 2004**

Room 204, Montpetit Hall, University of Ottawa

Present: Pierre Tremblay, President  
David Hart, Head Coach  
Douglas Hodgson, Finance Director  
Carolyn McGill, Registrar, Secretary  
Biljana Pavicevic, Past-President  
Rosemary Bickerton, Scheduling Coordinator

Call to order at 7:40 p.m.

### **1. Review of Agenda**

### **2. Status reports**

#### **President**

*Information/Discussion:* The president outlined the meeting agenda format to be used this year. The preferred approach to business will be to have a team member prepare a proposal for presentation. Minutes will show action items, team member(s) assigned to it, and the due date. Between in-person meetings, email will be used to arrive at consensus decisions on some New Items. The Secretary will insert these decisions into the record.

#### **Finance Director**

*Information/Discussion:* The new bookkeeper begins after October 6. In the meantime, Finance is using the old system (Excel sheets).

#### **Registrar**

*Information/Discussion:* Registrations continue in the competitive program (current: 87). The Registrar has also communicated with ILWP, the coordinator of the adult recreational program and the Senior men's team representative about registering their participants. The OWPA's online registration system is ready.

#### **ILWP**

*Information/Discussion:* The ILWP Executive Director emailed her report prior to the meeting. There is an urgent need for a new volunteer to assist the Executive Director.

#### **Competitive Program**

*Information/Discussion:* The Head Coach reported on behalf of the Director, via an email prior to the meeting. The Head Coach outlined his communications protocol, for his written reports, and for emails to the Executive Team.

*Action:* The Head Coach will provide the Executive Team with a status report on training for ILWP and team coaches.

### **Scheduling Coordinator**

*Information/Discussion:* Sportsplex pool times are now confirmed. The latest version of the practice schedule will be posted at the web-site for the period up to Christmas.

Monday night practice at the Sportsplex will be enhanced training with Gordon Van Tol for up to 25 athletes aspiring to national teams or Team Ontario. The Sunday enhanced session is for fitness, and open to all athletes. Additional stroke improvement clinics subsidized by the Trillium grant may be an option.

### **3. Old Items**

[No old items.]

### **4. New Items**

#### **Strategic Plan**

Deferred until registration is complete.

#### **Coaches' Contracts**

*Information/Discussion:* Drafts have been prepared. Adjustments are needed.

*Decision:* David, Pierre, Biljana and Doug will meet separately on this item.

#### **Shoulder Injury Prevention Clinic**

*Information/Discussion:* Alison Davis is prepared to make presentations to teams and parent groups in response to requests. Options for covering costs (honorarium to Alison): families pay fee; use Trillium development budget.

*Action:* Pierre will talk to Nancy Snihur about Trillium funds.

*Action:* David will update the Executive in his next report, including the cost of the clinics.

#### **Titans Cup**

*Information/Discussion:* Biljana as Special Events Director is prime, Deanna Barry and Clem Pelot will be event coordinators. Pool time is confirmed. Further discussion deferred.

#### **Cadet Invitational Tournaments**

*Information/Discussion:* The Sportsplex is holding some four-hour blocks of pool time. It should be possible to hold low cost four team tournaments (2 Titans teams, 2 invited teams). David and Biljana (as Special Events coordinator) will prepare a proposal.

#### **Christmas and March Break Camps**

*Information/Discussion:* Rosemary books the pools, David runs the camps under a special contract, and Deanna Barry coordinates, usually supported by Nancy Snihur (as Trillium grant director). Pool time is booked for Christmas camp, but not for March break.

*Action:* Pierre will consult with Deanna and Nancy about their expectations for working on upcoming camps, and report to the Executive.

#### **Participation in US Tournaments**

*Information/Discussion:* The level of interest among older athletes is being explored. The Executive will take the findings as information. If there is strong interest, the Executive will

consider formally supporting such tournaments as is currently done for invitational, provincial and national tournaments.

### **Co-ed Recreational Adult Team**

*Information/Discussion:* Jason Sterne will register recreational players with the OWPA through the Titans. He proposes to supply the club with player information, \$5 per person registration fees, and give a \$200 donation for the use of 14 balls and 2 sets of caps.

*Decision by email:* Proposal accepted.

### **Senior Men's Team**

*Information/Discussion:* Andras Szeri will organize the team, and will request to register with the OWPA through the Titans, as they did last season

*Decision:* Not opposed; a letter of agreement will be required.

Closed until further contact from the Senior Men's Team.

### **Senior Women's Team**

*Information/Discussion:* Alison Davis is considering organizing an Ottawa team to participate in this league and may ask to interface with OWPA through the Titans as well. Should this initiative go ahead, the same approach as that used for the Senior Men's team will be followed.

### **DDO Player Wishing to Train with Titans**

*Information/Discussion:* A Montreal athlete studying in Ottawa has requested to train with the Titans Youth.

*Decision by Email:* Make her an offer in keeping with Titans' 2002 policy on Junior athletes.

### **World Aquatic Championships, Montreal, July 2005**

*Information/Discussion:* There is no plan for club participation in this event.

*Decision:* The club's role will be to provide information about the event to the membership, i.e. it will not coordinate a club trip to the championships.

### **Club communications**

*Information/Discussion:* We need to find a way to keep our membership informed of developments, significant accomplishments and/or upcoming events.

*Action:* The Secretary will look into the possibility of publishing a periodic newsletter that would be circulated via email.

### **Extra Training Caps**

*Information/Discussion:* Coaches have requested caps for scrimmages. They need only 7-10 caps each, which they will carry and be responsible for. Options: look around for old caps; replace 3-year old ILWP caps and use the old caps for practice caps; have volunteers make practice caps.

*Decision:* We should not charge extra to our athletes for these caps. The club should cover this cost.

*Action:* David will clarify the quantity required, and research the price of new caps from several suppliers.

*Action:* Pierre will talk to Nancy about ILWP caps replacement under Trillium Funds.

### **City Relations**

*Information/Discussion:* Clem Pelot agreed to volunteer for this role. Clem Pelot, Pierre and David will meet, hopefully next week with Rick Chiarelli and other city counselors.

### **Titans Participation in Ottawa 2005 Budget Planning**

*Information/Discussion:* Clem Pelot agreed to help coordinate this exercise as well.

*Action:* Pierre will send the relevant information to Clem.

### **Minor Capital City of Ottawa Grant**

*Information/Discussion:* There are matching grants for capital assets (e.g. wall clock). This is for action in September 2005. Discussion deferred.

### **Media Relations – Zone Sports News**

*Information/Discussion:* Information about this publication has been forwarded to the Titans media volunteers.

### **Shop and Support Fundraising Program**

*Information/Discussion:* This is one of a number of fundraising options that are frequently offered to the club. Companies such as Canadian Tire have plans similar to the Loblaws dollars. This could be something worth investigating for the Christmas season.

*Decision:* Postpone discussion on Canadian Tire program.

*Decision:* The Executive is not interested in the “Shop and Support” fundraising proposal.

### **Team Accommodations**

*Information/Discussion:* Sharon Lapins is researching this hotel booking service that gives \$25 to the club for each team booked through them. Discussion deferred until information is received.

*Action:* Sharon Lapins to provide a summary of her findings.

### **Treasurer/Club Credit Card**

*Information/Discussion:* The Titans have been issued an expense card with a 1% dividend on purchases. Only the treasurer will be allowed to use this card.

### **Financial reports – Raising the Bar**

*Information/Discussion:* With a bookkeeper working for the club, we should be able to get financial reports for events, or for particular budget items faster and more easily. This will greatly assist decision-making by the Executive Team, and support efforts to improve programs and events.

*Decision:* Invoices dating from September 1, 2004 must go to Douglas Hodgson.

### **Trillium Grant Budget**

*Information/Discussion:* The new members of the Executive need a better understanding of the Trillium Grant Budget for the current year.

*Action:* Pierre to obtain the budget information from Nancy.

**Policy – Rebates to Non-Returning Athletes**

Discussion deferred

**Policy – WPC Contribution at Time of Registration**

Discussion deferred

**Policy - Late Registrations**

*Information/Discussion:* A \$50 late fee is club policy, and is applied strictly.

*Decision:* For returning athletes, October 1 is the latest date that unregistered returning athletes will be allowed to practice.

*Action:* The Registrar will report to the President, Head Coach and Treasurer about late and incomplete registrations by September 29, 2004.

*Action:* The Registrar will identify to the appropriate team manager which athletes can no longer practice as of October 1<sup>st</sup>.

**Posting Executive Meeting Minutes on the Web-site**

*Decision:* This will be done on a trial basis.

*Action:* Registrar to contact web master to have the minutes published on the web site.

**Equipment Sales**

*Information/Discussion:* VSP remains the preferred supplier for swimsuits. Tracy Wall has asked about buying new items from other suppliers, with the objective of increasing variety of the inventory.

*Decision by email:* Request approved.

**Table for next meeting**

- Head coach bonus and bonus award criteria
- Policy review – Athlete waiver separate from registration process
- Second club representative (besides registrar) to be given access data base.

**Next meeting:** After Thanksgiving

**Adjourn:** 9:55 p.m.