

Bulkley Valley Aquatic Centre Management Society

ANNUAL GENERAL MEETING MINUTES

11 June 2025 @ 7pm

via Teams video conference

NAME	POSITION	STATUS	PRESENT	NAME	POSITION	PRESENT
Board				Member or Guest		
Olava Brooke	Director - secretary	Term – complete Standing for re-election*	X	Kristina Willing	Annual Member	X
Frank Farrell	Director - chair	Term -- in progress 1/2 years completed	X	Lara Collingwood		X
Bernice Szydluk	Director – vice chair	Term -- in progress 1/2 years completed	X	Dirk Mendel	BVAMS Membership	X
Lorna Thornton	Director at Large	Term -- in progress 1/2 years completed	X	Sue Harrison	Annual Member	X
Morven Burch	Director- Treasurer	Term -- in progress 1/2 years completed	X	Ariel Collins	BCAMS Membership	X
Bart Newman	Nominee- Annual Member	Term -- nominee standing for election*	X	Michael Willing	Annual Member	X
Veronica Reid (Friesen)	Nominee	Term -- nominee standing for election*	X	John Illes- Regional District Representative	Guest	X
Alexandra Crichton	Nominee- Annual Member	Term -- nominee standing for election*	X	Patricia Murray	BVAMS Membership	X
Staff				Kelly Ehalt	Annual Member	X
Kayla Watrich	Finance Manager		X	Mike Huffman- Accountant/ Auditor	Guest	X
Coranne Dohler	Staff		X			
Tamara Gillis	Facility Manager		X			

* **nominated by the board**

Our mission:

The Bulkley Valley Regional Pool & Recreation Centre endeavours to provide high quality leisure, health and wellness, fitness and sport services to residents of the Wetzin'kwa (Bulkley) Valley Area. We also endeavour to provide access for all people during open hours.

ITEM #	TOPIC	ACTION LIST
1	<p>Welcome</p> <p>1.1 – Call to order 19:02</p> <p>1.2 – Acknowledgement of unceded traditional territory</p> <p>1.3 – Board member introduction</p> <p>1.4 – Quorum (10 members of the society -- if it does not occur within 30 mins then the meeting is terminated and adjourned to the next week at the same date and time. If within 30 mins there is not quorum, the members present will constitute a quorum)</p> <ul style="list-style-type: none"> • Quorum met 	<p>Minutes taken by: Olava Brooke</p>
2	<p>Approval of Agenda Frank motions to approve</p>	<p>Carried- 7 in favour</p>

3	<p>Approval of AGM Minutes Dated 12 June 2024</p> <ul style="list-style-type: none"> • Correction to Bernice's last name 	Carried- 7 in favour
4	<p>Manager's Report</p> <ul style="list-style-type: none"> • Thank you to the staff team for making it all possible • Staffing has been difficult however 2024 saw a few vacancies filled • Continuing to offer aquatic staff training to aid in recruitment and retention • Difficulty replacing Assistant Manager • Aiming to reach 2019 annual visits numbers • 2024 saw an increase of over 1000 court drop ins • 74 people participated in RAP • 2024 major projects were over budget as it is hard to estimate cost when building budget almost a year out. Regular repairs and maintenance saw a reduction for the year to balance the budget. • Maintenance person will be retiring in 2 years- succession planning to begin • Beginning conversations with different user groups & local clubs who may be interested in the gymnasium portion of the Expansion project • Comment: Thank you to all the staff and for all the work and in the increase in opening hours this past year 	
5	<p>Presentation of the financial statements and auditor's report</p> <ul style="list-style-type: none"> • Clean auditors' opinion • Impossible to verify that 100% of donations were received • Materiality level is based on 2% expansion of expenditures and is consistent as compared to last year • \$72,000 loss but overall society has positive cash assets to cover the loss • Liability is very consistent year to year. Customer credits payables are an increased liability, these are customer deposits on accounts. Deferred revenue represents those who pay for a membership or program in 2024 that will be utilized in 2025 	
6	<p>Appointment of Auditor 19:40</p> <p>Frank motions that Edmison Mehr be appointed for 2025</p>	Carried- 9 in favour

7	<p>Election of Directors There is room for 4 additional directors on the Board than those currently completing their term.</p> <p>19:38 Frank Motions to have Olava Brooke continue on for a 2-year term</p> <p>7.1 – Board nominees brought forward:</p> <ul style="list-style-type: none"> • Alex(andra) Crichton <ul style="list-style-type: none"> ○ Moved to Smithers 5 years ago ○ Annual member ○ Fisheries biologist- on maternity leave • Bart Newman <ul style="list-style-type: none"> ○ Mental Health and Substance Use Social Worker for NHA ○ Regular pool & court user ○ Recreation facilities are important to physical & mental health of a community • Veronica Reid <ul style="list-style-type: none"> ○ Environmental Engineer for contaminated sites ○ Competitive swimmer since 7y/o through university <p>7.2 – Call for nominations (during meeting)</p> <ul style="list-style-type: none"> • None <p>7.3 – Election by ballot (if more than 8 nominees)</p> <p>19:48 Frank motions that all 3 individuals be acclaimed as directors</p>	<p>Carried- 7 in favour</p> <p>Carried- 8 in favour</p>
8	<p>Adjournment</p> <p>19:50 Frank motions to adjourn</p>	<p>Carried- 9 in favour</p>

Board meeting

We typically meet on the 4th Wednesday of the month

New board members to meet at 5:30pm to go over board orientation

Facility Manager confirms personal emails of new board members

Next board meeting- June 25 @ 6pm pool board room