

Attendees: P. Blackmore-White (Chair), S. Kam, H. Kelley, C. Blais, M. Spensley, B. Cipywnyk (Non-Voting)

Regrets: R. Boulton

1. Call to Order at **7:32 pm**
2. Approval of the Agenda
  - a. **MOTION: The agenda is approved as amended**  
**Moved: M. Spensley, Seconded: C. Blais**
3. Approval of November Minutes
  - a. **MOTION: The minutes are approved as presented**  
**Moved: C. Blais, Seconded: M. Spensley**
4. Conflict of Interest Declaration and Confidentiality
  - a. **DECLARED: C. Blais has two children swimming, M. Spensley is an AAS official**
5. Executive Director Updates:
  - a. *No update*
6. President Updates:
  - a. *Updates from CAS President's Call:*
    - i. *CAS is going to work to increase the experience for Master's swimmers*
    - ii. *CAS will provide a Safe Sport session for AAS coaches in the new year*
    - iii. *AAS held a president's call on December 16 to help explain the AAS safe sport process.*
7. Committees of the Board:
  - a. Finance Committee
    - i. *The finance committee presented a draft of the audited financial review for the 2024-25 fiscal year.*
    - ii. *The presented draft was still waiting for edits from the accountant. The final draft would be approved via email on January 6, 2026, with the email chain as an attached appendix.*
    - iii. *AAS Casino is June 12-13, 2026*
  - b. Governance & Risk Management Committee
    - i. *GRMC hosting working meetings for the risk management registry*
    - ii. *GRMC working through policies, policy guidelines, and terms of references*
    - iii. *The Alberta Safe Sport Complaint Mechanism was presented to the AAS Board for an initial pass through.*
    - iv. *Questions will be sent to ASLA, and the board will reconvene on December 30 to further review the mechanism.*
  - c. Nominating Committee
    - i. *No update*
  - d. Staff Liaison Committee
    - i. *No update*
8. Operational Committees

- a. Marketing Committee
    - i. *Committee met and will run LinkedIn Ads for AAS Board Nominations*
    - ii. *AAS will also be running ads for the upcoming officials positions*
  - b. Officials Committee
    - i. *Keri Demchuk has been added to the Officials Committee*
    - ii. *Level 1 course running January 9-11*
    - iii. *Level 1 Technical Controller course running in January*
      - 1. *Kara Heald from CAS will be advising Officials Committee on material*
    - iv. *Recruiting strategies have been discussed to increase pool of officials*
    - v. *Call out for officials for Alberta Winter Games has been sent*
9. New Business
- a. *Board discussed timing of AAS AGM*
10. Next Meeting – January 15, 2025 @ 7:30 pm
11. Adjournment
- a. **MOTION to Adjourn @ 9:12 pm**  
**Moved: M. Spensley**