



Excellence, Integrity, Innovation, Collaboration

Notice of Annual General Meeting Swim Alberta Association (SNC)

The Board of Directors of Swim Alberta invites you to attend the Annual General Meeting of Swim Alberta Association (SNC):

Saturday, September 30th, 2017 – 12:30 pm
Coast Canmore
511 Bow Valley Trail, Canmore, Alberta

The purpose of the Annual General Meeting is to:

1. Receive the minutes from the 2016 Annual General Meeting
2. Consider any business arising out of such minutes
3. Receive the Reports of the President of the Board, Executive Director and Committees
4. To receive the annual audited financial statements of Swim Alberta Association (SNC)
5. To appoint the Association's auditors for the ensuing year
6. To elect Directors for the ensuing year
7. To receive and consider special resolutions (attached)
8. To conduct other business that may properly be brought before the meeting.

Delegates to the Annual General Meeting must be pre-registered by either completing the Alberta Aquatic Conference registration form that was sent out to all clubs or by emailing the Swim Alberta office at: office@swimalberta.ca if not attending the conference.

Candidates seeking nomination to the board of Swim Alberta will be circulated the week of September 18th, 2017 and posted on the Swim Alberta website.

August 16, 2017
Board of Directors, Swim Alberta



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**SWIM ALBERTA ASSOCIATION (SNC)
NOTICE OF SPECIAL RESOLUTION #1
BYLAWS**

The Board of Directors of Swim Alberta Association (SNC) hereby gives notice of the following special resolution:

“That the existing by-laws are repealed and replaced by the attached by-laws”.

The resolution will go before the membership at the Annual General Meeting at 12:30 pm, on Saturday, September 30th, 2017 at the Coast Canmore Hotel, 511 Bow Valley Trail, Canmore, Alberta.

A copy of the proposed by-laws is attached.

A copy of the existing bylaws can be found here:

[http://www.swimalberta.ca/sites/default/files/uploads/Bylaws/2015%20Bylaw%20Amendments 2014%20Approved.pdf](http://www.swimalberta.ca/sites/default/files/uploads/Bylaws/2015%20Bylaw%20Amendments%202014%20Approved.pdf)

**August 16, 2017
Board of Directors, Swim Alberta**



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**SWIM ALBERTA ASSOCIATION (SNC)
NOTICE OF SPECIAL RESOLUTION #2
PHASED IMPLEMENTATION PLAN**

The Board of Directors of Swim Alberta Association (SNC) hereby gives notice of the following special resolution:

“That the Phased Implementation Plan be adopted and implemented in order to transition the composition of the Board of Directors”.

The resolution will go before the membership at the Annual General Meeting at 12:30 pm, on Saturday, September 30th, 2017 at the Coast Canmore Hotel, 511 Bow Valley Trail, Canmore, Alberta.

A copy of the Phased Implementation Plan is as follows:

**Phased Implementation Plan
Bylaws and Selection of Directors**

1. On September 30th, 2017, at the Swim Alberta Annual General Meeting, a Special Resolution will be placed before the voting members to accept new Bylaws and this Phased Implementation Plan.
2. This Phased Implementation Plan describes Swim Alberta’s transition from its old governance structure to the new governance structure if the new Bylaws are passed by the voting members and approved by Service Alberta.
3. The current and proposed new bylaws have 9 elected members to the board by the membership.
4. In accordance with the new Bylaws:

Three (3) Directors-at-Large will be elected annually by the voting members for a three-year term.
5. The membership will elect three (3) Directors-at-Large for a two-year term at the 2017 AGM and three (3) Directors-at-Large for a three-year term at the 2017 AGM, bringing the cycle of a three-year term into alignment with the proposed bylaws.
6. Swim Alberta currently has three (3) Directors-at-Large elected by the membership in 2016 for a two-year term (ending 2018 AGM): Jason Freund, Scott Flowers and Steve Sproule. These Directors-at-Large positions will be voted upon at the 2018 AGM for a 3-year term, bringing the cycle of a three-year term into alignment with the proposed bylaws.
7. All subsequent elections will proceed on a rotating basis as outlined in the new Bylaws.

Note: If the special resolution is defeated, we will proceed with elections as outlined in the current bylaws.

**August 16, 2017
Board of Directors, Swim Alberta**



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SUMMARY OF PROPOSED BYLAW CHANGES

Board Structure

Continue with 9 elected members to the Board and one appointed member through Alberta Summer Swimming Association.

Previous bylaws had a 9-member elected board: Five (5) members elected in an odd year and four (4) members elected in an even year for a two-year term. Going forward three (3) directors will be elected annually at the AGM by the voting members. Elected directors will serve terms of three (3) years, and cannot serve more than three consecutive terms (9 years).

Rationale: To provide better succession planning for the organization and to continue to ensure best practice around governance structure going forward, aligning with Swimming Canada.

Special Interest Group Members

Continue with the category of Special Interest Group Members in the bylaws, ensuring all approved and identified special interest group members receive same voting privileges at the Annual General Meeting.

Remove the list of identified Special Interest Group Members as being named from the Bylaws.

Rationale: Allows for the addition and removal of Special Interest Group members in a similar manner as other members (i.e. clubs), who are also not named specifically. Requirements for meeting membership criteria will continue, as well as approval by the Board of Directors of Swim Alberta for all new special interest group members (same process used for new clubs).

It is the intent of Swim Alberta to continue to recognize Alberta Summer Swimming Association, Alberta Masters Swimming Committee and the Coaches Committee as special interest groups.

Summer Swimming Fees

Fees for Alberta Summer Swimming and Swim Alberta Summer Swimming fees will be determined independently by each association vs determined mutually.

Rational: Allows each organization to approve fees through identified budget and financial policies. Relationship and communication structure between the two organizations is outlined in detail in the affiliation and service agreements between the two organizations.