



BOARD OF DIRECTORS MEETING MINUTES

May 23, 2017 at 6:30-8:30 pm

WELCOME AND CALL TO ORDER

RaeAnne Rose called the meeting to order at 6:40 pm.

ATTENDANCE

In Person: Susan Kemper, RaeAnne Rose, Rhonda Vanderfluit, Jennifer Keith
Phone: Sonja Dickinson, Tanya Magee, Carol Stewart, Elise Cantner
Absent: Anne-Marie North, Jennifer Kryworuchko
Guest:

OPENING BUSINESS

1. Approval of Agenda & Welcome
MOTION: (Vanderfluit/Kemper) to approve the Agenda as circulated **Carried**

 2. Action Items reviewed and updated

 3. Minutes from April 24, 2017 – Review & Acceptance
MOTION: (Stewart/Dickinson) to approve the Minutes as circulated **Carried**

 4. Reports
The following reports were submitted and are attached
 - a. President Report
 - b. Executive Director Report
 - c. High Performance Director Report
 - d. Sport Development Director Report
ACTION: J. Keith to follow up with viaSport and Recreation Foundation of BC regarding grant applications.

 - e. Governance Committee Report
ACTION: J. Keith – review online AGM options.

 - f. Financial Report
ACTION: J. Keith and J. Kryworuchko – to complete an in-depth review of finances prior to year-end and bring appropriate recommendations to the June Board meeting.

ACTION: Review funds required for the National Team Athlete Bursary Fund to allow for coverage of athletes that will qualify in 2017.

ACTION: J. Keith – identify revenues from funders that may requirement deferment as required.

ACTION: J. Keith – Review TID program projections given program changes.
- MOTION: (Vanderfluit/Stewart) to approve the Reports as circulated** **Carried**
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BUSINESS CARRIED FORWARD

1. TID Program Wrap Up

We are organizing a full day wrap-up event for all TID athletes including sessions with integrated sport specialists, summer training plan development, fitness, and social activities. Rosilyn Tegart and Olena Foschevska will lead the program.

ACTION: Vanderfluit to suggest alternate 2 physiotherapist who are former synchro athletes in case Fortius cannot provide a candidate.

2. RFD 2017-02 – TID Program Refunds

Vanderfluit declared conflict of interest and intent to abstain from the discussion and voting.

MOTION: (Kemper/Stewart) to approve a budget of \$4,000 for the TID wrap-up event and a refund to TID Top 12 families of \$1,100 per athlete. Carried

ACTION: J. Keith to advise the families and request refund cheques.

3. RFD 2017-03 – Awards Committee Terms of Reference

MOTION: (Kemper/Vanderfluit) to approve a revised Awards Committee Terms of Reference as presented by the Governance Committee. Carried

4. RFD 2017-04 – Annual Policy Review

MOTION: (Stewart/Vanderfluit) to approve the proposed schedule of policies requiring annual review by their respective committees and/or the Board of Directors. Carried

5. RFD 2017-05 – Governance Committee Terms of Reference

MOTION: (Vanderfluit/Stewart) to approve a revised Governance Committee Terms of Reference as presented by the Governance Committee. Carried

6. RFD 2017-06 – Jewelry Policy re: religious or medical bracelets

MOTION: (Kemper/Vanderfluit) to approve the Governance Committee's recommendations in relation to the rule regarding religious or medical alert adornments within Synchro BC's jurisdiction. Carried

Stewart abstained.

ACTION: J. Keith – to distribute to Coach, Officials and Clubs.

ACTION: Officials Committee to develop process for implementation.

Elise Cantner left the call at 8:00 PM.

7. RFD 2017-07 – Club Excellence

MOTION: (Stewart/Dickinson) to make a provincial commitment to Club Excellence as a means of supporting Synchro BC's member clubs to better manage their operations and athlete development. To engage the member clubs in Club Excellence at the Annual Summit.

To approve a budget of \$1,500 per year for 3 years to support up to 9 Synchro BC member clubs in the pursuit of Club Excellence Affiliation and Level 1 status with the understanding that after 3 years, they will be required to maintain their Club Excellence dues.

To use the Club Excellence framework to review Synchro BC’s operational and programming policies and procedures becoming a leader among Canadian PSOs and NSOs. **Carried**

ACTION: J. Keith – to present Club Excellence to the membership at the Annual Summit.

NEW BUSINESS

8. High Performance Program Vision

Deferred to next meeting due to power outage and inability to share presentation.

9. RFD 2017-08 – TID 2017-18 Athlete Selection/Trials

Vanderfluit declared conflict of interest and intent to abstain from discussion and voting.

MOTION: (Stewart/Dickinson) to approve the proposed high-performance schedule presented to allow the HPD to inform the coaches and families that the August dates can be released.

Carried

ACTION: High Performance Director to advise families that no sessions will run in August.

10. RFD 2017-09 – TID 2017-18 Coach Selections

MOTION: (Stewart/Dickinson) to proceed with hiring four coaches for the TID 2017-18 Coaching Team. The Canada Winter Games Head Coach and Assistant Coach will be hired from this Coaching Team at a later date.

Carried

ACTION: S. Kemper and J. Keith to facilitate posting of positions and hiring process.

11. Board Meeting Schedule

Next meeting will be Tuesday, June 27 at 7:00 pm. RaeAnne requested that the Board meet for a full day planning session on July 22 or 23 in lieu of meetings in both July and August. Consensus seemed to be that July 22nd was preferred but the rest of the Board would need to be polled.

ACTION: J. Keith – to poll the Board about July 22 or 23 planning day.

The meeting was adjourned at 8:36 pm

FUTURE BOARD OF DIRECTORS MEETING DATES

- June 27, 2017 (Tuesday) In Person/GoToMeeting 7-9pm Synch BC
- July 22, 2017 Full Day Planning Meeting Fortius, London Room
- August – no meeting
- September 25, 2017 (Monday) In Person/GoToMeeting 7-9pm Synch BC