



BOARD OF DIRECTORS MEETING MINUTES

September 9, 2019 at 7:00-9:30 pm

WELCOME AND CALL TO ORDER

RaeAnne Rose called the meeting to order at 7:02 pm.

ATTENDANCE

Voting: RaeAnne Rose, Carol Stewart, Rosoleen Rutherford, Anne-Marie North, Rhonda Vanderfluit, Elise Fagnan, Lisa Balcombe
Staff: Jennifer Keith, Susan Kemper, Tanya Magee
Regrets: Jordan Wuest
Guests: Cameron Cheung, SBC Insurance

OPENING BUSINESS

1. Welcome & Approval of Agenda
MOTION: (Rutherford/Stewart) to approve the Agenda as circulated. Carried
2. Declaration of Potential Conflict of Interest
No potential conflicts of interest were declared.
3. Minutes from July 8, 2019 – Review & Acceptance
MOTION: (Stewart/Rutherford) to approve the Minutes as circulated. Carried
4. Action Items
The Action Items were reviewed and updates were provided.
5. Reports
The following reports were submitted and are attached:
 - a. President's Report
Rose reported that Disa Fladmark has resigned from the Board given she has accepted the staff position of Sport Services Coordinator. The Board would like to thank Disa Fladmark for her contribution to the Board of Directors and look forward to working with her as a member of the staff.
ACTION: Rose and Vanderfluit to review the CAS Nomination Committee Report and determine BC's preferred candidates for the election of directors at the 2019 CAS AGM on September 14, 2019.
 - b. Executive Director's Report
Keith reported that she participated in a webinar about the Sport Law Connect program that is available through viaSport, in partnership with the Sport Dispute Resolution Centre of Canada and the UBC Faculty of Law, to support sport organizations in BC with unbiased, transparent and experienced volunteers to help mediate or arbitrate disputes. It was noted

that Synchro BC can opt to designate Sport Law Connect as the facilitator of disputes within its policies.

ACTION: Governance Committee to consider policy implications.

ACTION: Keith to invite viaSport representative to discuss Sport Law Connect at the next Governance Committee meeting.

c. Financial Report

d. Sport Development Report

In addition to the written report, Magee reported that the Sport Development Committee was tasked with reviewing the Technical Package in detail resulting in some very constructive feedback as version 2 is developed. She further noted that she is working in partnership with the Sport Services Coordinator to draft a social media strategy to ensure more deliberate sharing of information.

e. High Performance Report

Kemper reported that Year 1 of the High Performance Plan was revised based on feedback from members. She is now working to finalize the Ignite Program Trials and to confirm the Integrated Sport Team for the 2019-2020 season.

f. BC Officials Committee Report

Balcombe reported that, after 15 years, she is resigning as Chair of the BCOC. Christina Demiris has been appointed as the new Chair and a formal announcement will be made to share the news with the membership.

She noted that Debbie Provencher has been nominated as a Level III Referee. In support of her development, Debbie shadowed at the Canadian Championships in Kamloops and at the UANA Championships in Windsor.

Louise Kennedy and Balcombe attended UANA Championships in Windsor, Kennedy as a FINA Evaluator and Balcombe as a FINA Judge, noting that Kennedy continues to be in demand worldwide as a FINA evaluator. She also noted that Christina Demiris and Robyn Guidon are working to develop their stats towards their Level IV certification.

The BCOC is continuing to work towards the alignment of officials' development materials in BC and with other PSOs and CAS to standardize the officials' development pathway. She noted that BC is fortunate to have exceptional and experienced officials' educators in each region: Heather Archer in the Interior, Madeleine Ramsay on the Island, and Anne-Marie North and Christina Demiris in the Lower Mainland. Demiris will be attending the CAS Technical Conference in late September and will share learnings at training meets and possibly by webinar.

Balcombe noted that she would like to remain on the BCOC to fill a new role of Community Facilitator to build relationships between coaches and officials, specifically building opportunities for officials to contribute to athlete and coach development at the club level.

MOTION: (Stewart/North) To accept the Reports as presented. Carried

BUSINESS CARRIED FORWARD

6. RFD 2019-91 – 2019-2021 High Performance Plan

MOTION: (Stewart/Rutherford) To approve the 2019-2021 High Performance Plan as presented. Carried

7. Strategic Plan Framework

ACTION: Board to review the draft Strategic Plan Framework in detail as it will be a focus of the September 28, 2019 planning meeting.

8. Update: Synchro BC Rebrand

ACTION: Keith to provide a detailed update at the Planning Meeting on September 28, 2019.

9. RFD 2019-87 – Mandatory Respect in Sport Training for Provincial Officials

MOTION: (Rutherford/Stewart) To mandate that provincial officials be required to complete the Respect in Sport training for Activity Leaders, the cost of which will be covered by Synchro BC. Carried

ACTION: BCOC to determine process for tracking compliance, reasonable timelines for existing Level 1 and 2 judges to complete the training, and for future judges to complete the training after they have achieved their Level 1.

ACTION: Keith to notify BC officials of the decision

10. Ratify 2019-90 – Distribution of 2018-19 AAP Funds

MOTION: (Fladmark/Rutherford) To approve the distribution of AAP funds to the following athletes:

AAP Funding Level	Athlete	Funding
Level 1 – NT Athlete	AAP Rank 2 – Nancy Liu	\$2,000.00
Level 2 – Phase 3-4 of NT Trials	N/A	N/A
Level 3 – Phase 1-2 of NT Trials	AAP Rank 16 – Maia Bell-McLenan	\$750.00
Level 4 – BC Selection Criteria	AAP Rank 1 – Sasha Nixon	\$350.00
	AAP Rank 3 – Hannah McDonagh-Proud	\$350.00
	AAP Rank 4 – Kendall Stirrat	\$350.00
	AAP Rank 5 – Seray Sefayi	\$350.00
	AAP Rank 6 – Mara Lambert-Wilson	\$350.00
	AAP Rank 7 – Keily Hutt	\$350.00
	AAP Rank 8 – Hannah Kryworuchko	\$350.00
	AAP Rank 9 – Annie Wang	\$350.00
	AAP Rank 10 – Caitlyn Nichols	\$350.00
	AAP Rank 11 – Kaitlyn Aylesworth	\$350.00

Carried; 1 Abstention

ACTION: Keith to distribute funds.

11. Culture Change Discussion: Toxic Workplace Webinar

ACTION: Keith to resend the link and to add to September 28th Planning Meeting discussion.

NEW BUSINESS

12. RFD 2019-92 – Amendments to Registration & Transfer Policy

MOTION: (Stewart/Balcombe) To approve the proposed amendments to the Registration & Transfer Policy as presented. Carried

ACTION: Keith to post revised policy and update the 2019-2020 Membership Package accordingly.

13. RFD 2019-93 – Date for 2019 Annual General Meeting

MOTION: (Stewart/Vanderfluit) To approve November 16, 2019 at 2:00 pm as the date of the 2019 Annual General Meeting. Carried

ACTION: Keith to notify members in accordance with the Bylaws.

14. RFD 2019-94 – D&O Liability Insurance Supplement

Current coverage only covers the organization for compensatory damages (i.e. monetary claims). The additional policy would provide coverage for other non-monetary damages (i.e. court and defense costs for cases that may involve membership reinstatement or status, policy changes, procedural updates, etc.)

Per Bylaws 15.7 Insurance - The Society may purchase and maintain insurance, for the benefit of any or all eligible parties and representatives thereof against any liability that may be incurred by reason of such parties being or having been a Director or Senior Manager or holding or having had an equivalent position in a subsidiary of the Society.

MOTION: (Stewart/Balcombe) To approve the purchase of a 3-year term policy with a limit of \$2,000,000 limit at a cost of \$1,430/year for 3 years. Carried

ACTION: Keith to arrange for the purchase of the supplemental D&O Insurance.

The meeting was adjourned at 9:12 pm.

FUTURE BOARD OF DIRECTORS MEETING DATES:

September 28, 2019*	9:00 am – 5:00 pm	London Room, Fortius Sport & Health
October 7, 2019	7:00 – 9:30 pm	Synchro BC Office / GoTo Meeting
November 4, 2019	7:00 – 9:30 pm	Synchro BC Office / GoTo Meeting
November 16, 2019	2pm – 3:30pm (AGM)	GoTo Webinar

* Full day professional development or planning meeting.