



BOARD OF DIRECTORS MEETING MINUTES

December 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, Rhonda Vanderfluit, Elise Fagnan, Anne-Marie North, Marina Maliapen, Mandy Curtis, Jordan Wuest
Staff: Jennifer Keith, Susan Kemper, Tanya Magee
Regrets:
Guests: Julie Healy, Chief Sport Officer, Canada Artistic Swimming

OPENING BUSINESS

1. Welcome & Approval of Agenda

MOTION: (Vanderfluit/Stewart) to approve the Agenda as circulated and with the agreed upon adjustments to the order of business. **Carried**

2. Declaration of Potential Conflict of Interest

Mandy Curtis declared a conflict of interest with Item 11 and will abstain from the vote.

3. Minutes from November 4, 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.

ACTION: Keith to meet with BCOC Chair to discuss outstanding items related to officials.

5. Reports

The following reports were submitted and are attached:

a. President's Report

ACTION: Determine how to promote the Safe Sport Officer in BC so members understand that they have access.

b. Executive Director's Report

c. Financial Report

Keith reported that Sport Canada has confirmed \$75,000 in funding over two years to the Canadian Centre for Ethics in Sport to fund the BCAS Culture Renewal Project. Due to the recent election and Cabinet appointments, the distribution of the funds is delayed, and Sport Canada is unable to confirm when we can expect the funding agreement to be in place with the final approval to start the project. A revised strategy has been developed to roll out the project in early 2020 when we anticipate the funding will be released.

ACTION: Finance Committee to make recommendation to the Board regarding the management of the Term Deposit.

- d. Sport Development Report
- e. High Performance Report

MOTION: (Maliapen/Curtis) To accept the Reports as presented.

Carried

BUSINESS CARRIED FORWARD

6. Culture Change Next Steps

Rose provided and overview of the Culture Change Initiative purpose and goals.

ACTION: Keith to re-distribute the Culture Renewal Initiative proposal and activity chart to the Board.

ACTION: Keith to proceed with the Advanced Coaching Program.

7. RFD 2019-99 – Discipline & Appeals Policy Amendments

MOTION: (Stewart/Vanderfluit) To adopt the proposed amendments to Discipline & Appeals Policy. **Carried**

ACTION: Keith to add timeline table to the Discipline Policy as an appendix.

ACTION: Keith to change references to Synchro BC to BC Artistic Swimming.

8. RFD 2019-100 – Volunteer Policy Amendments

Tabled pending revisions to the policy.

ACTION: Keith to revise the Volunteer Policy based on the Board's discussion and to table revised policy at the next meeting.

9. 2019-2020 Final Budget Presentation

MOTION: (Stewart/Rutherford) To approve the final budget for the 2019-2020 fiscal year as presented. **Carried**

NEW BUSINESS

10. High Performance Pathway

Julie Healy presented the Canada Artistic Swimming High Performance Pathway.

ACTION: Keith to distribute a copy of the presentation to the Board.

11. RFD 2019-101 – 2019-2020 Athlete Assistance Program

MOTION: (Stewart/Maliapen) To allocate the former Athlete Assistance Program funds to a provincial high performance Travel Assistance Program for athletes who reside in regions other than where provincial camps are hosted. **Carried**

ACTION: Keith to remove the former Athlete Assistance Program information from the website.

12. Risk Management – Water Safety

Keith reported an incident of Shallow Water Blackout (SWB) with the swimmer pulled from the pool non-breathing. The athlete is fully recovered. In discussions with CAS, they will launch an information campaign about water safety and modern coaching/training techniques. BCAS will promote this campaign and launch its own efforts to ensure facilities, lifeguards, coaches, athletes and parents are well informed about SWB and water safety.

ACTION: Draft and distribute a letter to all facilities where BCAS hosts events about the need on deck attentiveness.

ACTION: Leadership Team to draft information campaign plan and coach professional development strategies in relation to SWB and water safety.

13. RFD 2019-102 – Affiliated Organization Registration Category

MOTION: (Stewart/Vanderfluit) To create a new registration category of Affiliated Organization with an annual membership fee of \$280.00.

Carried

14. 2019-2020 Committee Assignments

Rose reviewed the document noting where there are gaps or the need for Board members to join committees.

ACTION: Rose to re-distribute the Committee review document.

ACTION: Board members to review Terms of Reference and advise RaeAnne of committees they'd like to join.

15. 2019-2020 Board Meeting Schedule

It was agreed that Board members are available on Mondays for Board meetings this year.

ACTION: Keith to create a Board Meeting schedule for 2019-2020.

16. 2020 Planning Meeting

ACTION: Keith to schedule a Board Planning Meeting on Feb 29-Mar 1

ACTION: Keith to invite Culture Renewal Consultants to the Planning Meeting to present proposed plan for project implementation.

ACTION: Keith to invite Erica Groshler to meeting to continue the stakeholder mapping process.

The meeting was adjourned at 10:25 pm.

FUTURE BOARD OF DIRECTORS MEETING DATES:

January 20, 2020	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
February 29 – March 1, 2020	All Day Planning Meeting	Fortius Sport and Health
March	NO MEETING	
April 6, 2020	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
May 4, 2020	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
June 1, 2019	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
July 6, 2019	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting



September 14, 2020	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
October 5, 2020	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
November 2, 2020	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting