



## 2020 ANNUAL GENERAL MEETING

November 21, 2020 – 1:00 PM  
via Electronic Means (Zoom)

### MINUTES

#### 1. Welcome

At 1:03 pm, RaeAnne Rose welcomed the members to the 2020 Annual General Meeting and provided a brief overview of the impact of the global pandemic on the 2019-2020 season. RaeAnne Rose thanked members for coming together to return artistic swimming to the pool and presented the principles for the safe return of artistic swimming in Canada – Safety First, Embrace the New Normal, Be Adaptable, Support the Sport, Shift our Focus, and Provide Certainty.

#### 2. viaSport Presentation

RaeAnne Rose introduced Heather Beatty, Director of Provincial Sport Development with viaSport.

Heather Beatty explained the role of viaSport in BC's sport sector and shared their organizational priorities. While reflecting on 2020 and the impact of the global pandemic on the sport sector, Beatty shared the challenges and opportunities related to sport delivery, participation, sport organization financial resiliency, and inclusion. Looking forward to 2021, Beatty shared that viaSport will work with provincial sport organizations to develop organizational resiliency, inclusive programming, and practices and to embed effective safe sport models. In closing, Beatty spoke about the programs delivered by viaSport, including its support of high performance athlete and coach development through the Enhanced Excellence Funding.

#### 3. Call to Order & Introductions

RaeAnne Rose called the meeting to order at 1:34 pm.

RaeAnne Rose introduced:

- Members of the BC Artistic Swimming Board of Directors: In attendance Rhonda Vanderfluit, Rosoleen Rutherford, Carol Stewart, Elise Fagnan, and Anne-Marie North. Rose noted that Jordan Wuest and Marina Chekunova were unable to attend and Mandy Curtis would be joining late.
- BC Artistic Swimming Staff: In attendance Jennifer Keith, Executive Director; Tanya Magee, Sport Development Director; and Disa Fladmark, Sport Services Coordinator.
- Guests: Lexy McLeod, BC Artistic Swimming's auditor from MNP LLP, who will present the financial statements, Heather Beatty from viaSport, and Board of Director's nominees Iqbal Shanghera and Ann Stirrat.

#### 4. Confirmation of Quorum

A quorum was declared with 25 voting members in attendance. In addition, 1 non-voting member and 4 guests were in attendance. The full list of attendees is attached to these minutes.

RaeAnne Rose noted that the Annual General Meeting package, including the agenda, minutes from the previous AGM, audited financial statements, annual report, and nomination report were distributed in advance of the meeting and a link to the relevant files has been posted in the Zoom Chat Box.

RaeAnne Rose reviewed the online meeting procedures and advised that online voting procedures for the election will be explained prior to the election portion of the agenda.

#### 5. Adoption of Agenda

**MOTION:** (Carol Stewart/Anne-Marie North) To adopt the Agenda of the November 21, 2020 Annual General Meeting. Carried

#### 6. Appointment of Scrutineers

**MOTION:** (Rhonda Vanderfluit/Carol Stewart) To appoint Jennifer Keith and Tanya Magee as Scrutineers. Carried

#### 7. Acceptance of Minutes of the 2019 Synchro BC Annual General Meeting (November 16, 2019)

**MOTION:** (Mandy Curtis/Elise Fagnan) To approve the Minutes of the November 16, 2019 Annual General Meeting. Carried

#### 8. Presentation of 2019-2020 Audited Financial Statement

RaeAnne Rose invited Lexy McLeod from MNP LLP to present the audited financial statements.

Lexy McLeod reported a clean audit noting that the financial statements present a fair representation of the financial position. She highlighted that BC Artistic Swimming has well managed financial records and commended the staff for their work in this area. As presented in the Statement of Financial Position, Lexy McLeod indicated that the organization is in a good financial position with assets being in a stronger position than liabilities demonstrating that BCAS can appropriately cover its debts. She noted that an increase in cash, specifically deferred revenue, increased the financial position of the organization. The increased deferred revenue is primarily as a result of viaSport changing its payment structure from monthly to bi-annual lump sums. She also noted that Accounts Receivables were down slightly as BCAS was able to collect balances owing earlier with year-end events being cancelled due to COVID-19

Lexy McLeod noted that, overall, the Statement of Operations is comparable to other years except that there was a decreased in revenue due to COVID-19 which was offset by a reduction in expenses demonstrating that the organization was able to adapt to the impacts of the pandemic.

**MOTION:** (Rosoleen Rutherford/Carol Stewart) To accept the 2019-2020 BC Artistic Swimming Audited Financial Statements. Carried

#### 9. Appointment of 2020-2021 Auditor

**MOTION:** (Rosoleen Rutherford/Elise Fagnan) To appoint MNP LLP as the Auditors for BC Artistic Swimming for the 2020-2021 fiscal year. Carried

## 10. Reports

RaeAnne Rose invited staff and the Chair of the BC Officials Committee to present the Reports.

### **Executive Director's Report**

Jennifer Keith began by thanking all members for their commitment to the sport of artistic swimming particularly in light of the uncertainty that came with the global pandemic. She noted that 2020 marks the 40<sup>th</sup> anniversary of artistic swimming in BC and that progress was made in many areas including the development of a comprehensive return to artistic swimming plan and safety guidelines.

Jennifer Keith recognized that prior to the suspension of artistic swimming activities in March, Hannah McDonagh-Proud was invited to and participated in Canada Artistic Swimming's Project Paris creating opportunities for prospective athletes to experience the full-time training environment. Sasha Nixon and Tina Naveri were also invited to participate in the Junior National Team Selection Camp. She also noted the exceptional work of BC's officials who continue to support the development of artistic swimming on the provincial, national, and international stages.

Jennifer Keith reported that BCAS delivered an exceptional coach professional development program in 2019-2020 which has had far reaching impacts such as the creation of an online coaching community of 390 coaches from around the world dedicated to the positive development of athletes in artistic swimming. She also recognized the work of BCAS and its members to engage in the EVOLVE initiative. Keith closed by committing to surpassing the safe sport commitments established by viaSport to ensure all artistic swimming environments are free of abuse, harassment, or discrimination.

Jennifer Keith invited Tanya Magee to present the Sport Development Report.

### **Sport Development Report**

Tanya Magee reported that BC Artistic Swimming's coach development efforts resulted in more than 50 different coaches accessing professional development opportunities, in addition to 26 coaches who were able to participate in virtual AquaGO! Instructor training at no cost thanks to a Canadian Women & Sport WISE Fund grant.

Tanya Magee recognized that although the 2020 BC Summer Games were cancelled due to the pandemic, athletes who were to compete in 2020 will still be eligible for the 2022 Games as BC Artistic Swimming's application for a participant exemption was approved. Finally, she noted that the revised Sport Services Program was successful with 8 clubs receiving Regional Coach visits or using External Sport Services last season.

Jennifer Keith invited Christina Demiris to present the Officials Report.

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### Officials Report

Christina Demiris acknowledged Jennifer Keith's comments about the notable work being done by BC's officials in the provincial, national, and international judging community. She further recognized that judges are working hard to adapt to the virtual judging environment and to judging new land events and thanked the judges for their commitment to adapting during this time of change.

Christina Demiris noted that before the suspension of artistic swimming activities across Canada in March, UBC hosted the Canadian University Artistic Swimming League National Championships creating opportunities for provincial judges to experience a national-calibre event. She recognized the BC Officials Committee's commitment to supporting the development of trained Level 2 judges and the certification of the 6 new Level 1 judges who began training last season but were unable to complete their certification when the competition season was cancelled. She also reported that despite the premature end to the 2019-2020 season, provincial evaluator and statistician, Sharon Devana, was able to complete 19 judge evaluations.

Jennifer Keith presented the High Performance Report.

### High Performance Report

Jennifer Keith recognized the retirement of High Performance Director, Susan Kemper, in June noting that since the pandemic has created uncertainty about the provincial program, BC Artistic Swimming has not taken steps to fill the vacancy.

Keith reported that until the suspension of activities in March 2020, the high performance program was on a positive trajectory with the rebranding of the program to the Ignite Provincial Program which identified age and stage appropriate training through the Ignite Gold, Silver and Prospects Program. A comprehensive selection camp was hosted in October and the program was on track to have a provincial team compete for the first time at SYNC 2020. Unfortunately, the program was halted in March. Plans are underway for a revised program for 2021 which will be announced soon.

RaeAnne Rose invited questions from the floor.

Deborah Broadhurst from Pacific Wave asked BC Artistic Swimming to share the numerical registration statistics for 2018-2020 which are represented in graph format in the Annual Report.

**ACTION:** Jennifer Keith to distribute the registration statistics for 2018-2020 to the membership.

RaeAnne Rose invited Rhonda Vanderfluit to chair the election of the board of directors.

### Reconfirmation of Quorum

In advance of the Elections, Rhonda Vanderfluit asked for a reconfirmation of quorum to account for any changes in attendance since the start of the meeting.

A quorum was confirmed with 24 voting members in attendance, and 1 non-voting member.

## 11. Elections

Rhonda Vanderfluit reviewed the online election procedures noting that if the Scrutineers had any issues confirming the results, there may be a delay in announcing the results until such time as the votes can be validated.

Vanderfluit referenced the Nomination Package that was distributed in advance of the meeting with details about the nominated candidates. She also noted the following:

- There will be a separate election for each position: President, Director of Finance, and 3 Directors at Large
- Nominations will be accepted from the floor
- Nominations from the floor will require a seconder as well as confirmation from the nominee with video that they are present and willing to stand for election
- If necessary, staff will consult with nominees from the floor in a break-out room to confirm their identity
- All nominees will be given two minutes to introduce themselves to the membership
- The election of the President, Director of Finance, and Directors-at-Large will be by online ballot whenever there are more nominees than vacant positions. If there are as many nominees as there are vacancies, the election will be declared by acclamation.

### 11.1. Election of President

Rhonda Vanderfluit noted that RaeAnne Rose was nominated in advance of the meeting and called for nominations from the floor for the position of President.

Rhonda Vanderfluit made a second call for nominations from the floor for the position of President.

Rhonda Vanderfluit made a third call for nominations from the floor for the position of President.

As there were no nominations from the floor, RaeAnne Rose was elected as President by acclamation.

Rhonda Vanderfluit invited RaeAnne Rose to address the members.

### 11.2. Election of Director of Finance

Rhonda Vanderfluit noted that 2 nominations for Director of Finance were received in advance of the meeting for Ann Stirrat and Iqbal Shanghera. Rhonda Vanderfluit called for nominations from the floor for the position of Director of Finance.

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As there were no nominations from the floor, Rhonda Vanderfluit invited Iqbal Shanghera to address the members. Iqbal Shanghera addressed the members.

Rhonda Vanderfluit invited Ann Stirrat to address the members. Ann Stirrat addressed the members.

Rhonda Vanderfluit asked staff to open the electronic ballot and invited the voting members to cast their vote for Director of Finance. The ballot was open for 1 minutes after which the Scrutineers reviewed the results.

Rhonda Vanderfluit announced Ann Stirrat elected as the new Director of Finance.

### 11.3. Election of Three (3) Directors-at-Large

Rhonda Vanderfluit noted that four nominations were received in advance of the meeting for Mandy Curtis, Anne-Marie North, Iqbal Shanghera, and Ann Stirrat. As Ann Stirrat was elected to the Director of Finance position, her nomination is withdrawn from the Director-at-Large election.

Rhonda Vanderfluit called for nominations from the floor for the position of Director-at-Large.

**NOMINATION: (Alina Aref-yeva/Tara Gant) To nominate Meng Chen for Director-at-Large.**

Meng Chen joined the meeting by video and accepted the nomination for Director-at-Large.

Rhonda Vanderfluit made a second call for nominations from the floor for the position of Director-at-Large.

Rhonda Vanderfluit made a third call for nominations from the floor for the position of Director-at-Large.

As there were no further nominations from the floor, Rhonda Vanderfluit invited incumbent Mandy Curtis to address the members. Mandy Curtis addressed the members.

Rhonda Vanderfluit invited incumbent Anne-Marie North to address the members. Anne-Marie North addressed the members.

Rhonda Vanderfluit invited Meng Chen to address the members. Meng Chen addressed the members.

Rhonda Vanderfluit invited Iqbal Shanghera to address the members. Iqbal Shanghera addressed the members.

Deborah Broadhurst requested clarification on the number of vacant Director-at-Large positions given the Bylaws state the Board has maximum of nine directors. It was confirmed that the Board has a total of nine directors – the President, Vice-President, Director of Finance, and 6 Directors-at-Large. This year, the President, Director of Finance and 3 Directors-at-Large position are open for election for 2-year terms and the other positions – Vice-President and 3 Directors-at-Large – were filled for 2-year terms during the 2019 AGM to foster a staggered turnover of Board members which contributes to the organization’s succession planning.

Rhonda Vanderfluit asked staff to open the electronic ballot and invited the voting members to cast up to 3 votes for Director-at-Large. The ballot was open for 1 minute.

The Scrutineers went into a break-out room to review the results. The Scrutineers invited Rhonda Vanderfluit into the break-out room to discuss the results.

The Scrutineers and Rhonda Vanderfluit returned to the main meeting. Rhonda Vanderfluit announced that Mandy Curtis and Anne-Marie North were elected as Directors-at-Large and that there was a tie for the third position so a second ballot would be required.

Rhonda Vanderfluit asked staff to open the second Director-at-Large electronic ballot for the remaining nominees, Meng Chen and Iqbal Shanghera, and invited the voting members to cast their vote for the final Director-at-Large position. The ballot was open for 1 minute.

The Scrutineers reviewed the results. Rhonda Vanderfluit announced Meng Chen elected as Director-at-Large.

Rhonda Vanderfluit welcomed the new members of the Board and thanked all nominees for their interest in being a member of the Board of Directors. Rhonda Vanderfluit recognized Jordan Wuest, outgoing Director-at-Large and RaeAnne Rose thanked outgoing Director of Finance, Rosoleen Rutherford, for her contributions over the last two years.

## 12. Adjournment

**MOTION: (Rosoleen Rutherford /Mandy Curtis) To adjourn the meeting.**

**Carried**

The meeting was adjourned at 3:26 pm.

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## 2020 ANNUAL GENERAL MEETING ATTENDANCE

<b>Voting Members</b>	<b>Role</b>	<b>Club/Organization</b>
1. RaeAnne Rose	President	BC Artistic Swimming
2. Rhonda Vanderfluit	Vice-President/Athlete	BC Artistic Swimming/Vancouver Masters
3. Rosoleen Rutherford	Director of Finance	BC Artistic Swimming
4. Mandy Curtis	Director/Parent	BC Artistic Swimming/Kamloops Sunrays
5. Elise Fagnan	Director/Coach	BC Artistic Swimming/Pacific Wave Synchro
6. Anne-Marie North	Director/Official/Athlete	BC Artistic Swimming/Caprice Artistic Swim
7. Trish McKay	Official	BC Artistic Swimming
8. Anthea Cranston	Parent	BC Aquasonics
9. Jessica Friesen	Coach	BC Aquasonics
10. Tanya Magee	Coach	BC Aquasonics
11. Alina Aref-yevea	Coach	Caprice Artistic Swimming
12. Josie Bautista	Parent	Caprice Artistic Swimming
13. Maria Beskromnova	Coach	Caprice Artistic Swimming
14. Disa Fladmark	Coach	Kamloops Sunrays
15. Tina Naveri	Coach	Kamloops Sunrays
16. Alyssa Jackson	Coach	Kelowna Dolphins
17. Myrna Stark Leader	Parent	Kelowna Dolphins
18. Krysti Mitchell	Parent	Nanaimo Diamonds
19. Kaeli Wood	Parent	Nanaimo Diamonds
20. Deborah Broadhurst	Parent	Pacific Wave Synchro
21. Meng Chen	Coach	Pacific Wave Synchro
22. Tracy Lu	Parent/Official	Pacific Wave Synchro/BC Artistic Swimming
23. Christina Demiris	Coach/Official	Vancouver Masters Synchro/BC Artistic Swimming
24. Julie Gaetan	Athlete	Vancouver Masters Synchro
25. Tara Gant	Coach	Victoria Synchro
<b>Non-Voting Member</b>	<b>Role</b>	<b>Club/Organization</b>
26. Jennifer Keith	Executive Director	BC Artistic Swimming
<b>Guests</b>	<b>Role</b>	<b>Club/Organization</b>
27. Heather Beatty	Presenter	viaSport
28. Lexy McLeod	Auditor	MNP LLP
29. Iqbal Shanghera	Nominee	
30. Ann Stirrat	Nominee	