



BOARD OF DIRECTORS MEETING MINUTES

April 19, 2021 at 7:00 pm

OPENING BUSINESS

1. WELCOME AND CALL TO ORDER

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

2. LAND ACKNOWLEDGEMENT

Ann-Marie North acknowledged the unceded territory of the Coast Salish Peoples including the Musqueam, Squamish, *Sto:lo*, and Tsleil-Waututh on whose land she is joining the meeting.

ATTENDANCE

Voting: RaeAnne Rose, Rhonda Vanderfluit, Ann Stirrat, Elise Fagnan, Anne-Marie North, Mandy Curtis, Marina Chekunova, Carol Stewart
Staff: Jennifer Keith, Tanya Magee
Regrets: Meng Chen

3. Approval of Agenda

MOTION: (Vanderfluit/Curtis) to approve the Agenda as presented. **Carried**

4. Declaration of Potential Conflict of Interest

No conflicts of interest were declared.

5. Minutes from Previous Meetings – Review & Accept

MOTION: (Curtis/Chekunova) to approve the minutes from March 1, 2021 as circulated. **Carried**

6. Action Items

Rose referred to the action items and updates in the meeting package.

7. Reports

a. President's Report

No report presented.

b. Executive Director's Report

Nothing to add to the written report.

c. Finance Report

Stirrat referenced the statements that were presented in the report to highlight that the capital expense related to the purchase of the new sound system is currently listed as an expense under Competition but will be allocated to the balance sheet and the expense will be reduced to reflect only the depreciation for this fiscal. This will increase the projected net income for the fiscal year.

Stirrat also highlighted that work has been done to ensure the statements presented to the Board provide as much context as possible so a new addendum to the statements provide the initial annual budget assumptions and explanations of any variances that are being contemplated within the ED Projections columns.

She also highlighted that a table that summarizes the organization's funding commitments has been developed to support Board and staff in tracking funding allocations, terms and conditions.

d. Sport Development Report

Nothing to add to the written report.

e. High Performance Report

Magee reported that the initial four virtual sessions that focused on flexibility, mobility, and strength and conditioning are now complete, and athletes have their second set of at-home training plans. The final session, titled Dream BIG. Start Small., will be presented in early May. World renowned coach, Biz Price, will lead the interactive session about the high-performance pathway and the recipe for success on the provincial, national, and international stages focusing on what it takes to win, and the skills needed to get there.

Recognizing that BCAS will not be able to host any Spring/Summer programs or camps, Magee is proposing a summer maintenance program developed by the Ignite Integrated Support Team Specialists, Inga Gillyer and Jermaine John-Archer, to support the athletes through the summer and prepare them for the new season. Rather than in-person virtual training, the trainers will create videos to complement their training plans so athletes can access them throughout the off-season.

In addition, staff are working with Biz Price to create coach sessions that align with and complement the Coach Advance work that is helping to rebuild the provincial program. Price will work with NS coaches to develop a provincial program framework leading into the 2025 Canada Summer Games using our approved High Performance Plan to initiate the conversation.

Considering our inability to offer a meaningful provincial program for two consecutive seasons, Magee presented the plans to use Enhanced Excellence Funding to focus on high-performance coach development and mentorship in anticipation of the 2025 Canada Summer Games. Mentorship activities will be led by Biz Price with an extensive talent identification and interview process being used to select coaches for the HP Mentorship Program.

With the support of the Board on this direction, BCAS staff will meet with staff at the Canadian Sport Institute and viaSport to present the plans and earn their support for the redirection of Enhanced Excellence funding to support this initiative.

ACTION: Magee and Keith to set up meeting with CSI and viaSport to discuss the revised plans for Enhanced Excellence funding.

MOTION: (Stewart/Curtis) to accept the reports.

Carried

BUSINESS CARRIED FORWARD

8. COVID-19 Risk Assessment Update

Keith reported that viaSport has provided some details about versions 2.25 and 2.5 of the Return to Sport Guidelines that will be considered by the Ministry of Health when they are ready to reduce the current restrictions, noting that neither set of guidelines will meaningfully change the current modified environment except that those in team cohorts may be able to reduce physically distancing and have some contact.

Keith noted that the most recent announcement of travel restrictions are not expected to impact youth sport, but that will not be confirmed until the Provincial Health Order is released on April 23, 2021 and/or viaSport releases their position about the restrictions.

ACTION: Keith to continue to update members on any changes to the current return to sport guidelines.

9. EVOLVE Update

Keith advised the Board that the Nanaimo Diamonds, BC Aquasonics, and Caprice Artistic Swimming have committed to piloting the club communications sessions with Nadia Kyba of Now What Facilitation. Kyba is now working with the clubs to set up working sessions and to distribute workbooks and will provide direct support to each club for six months following their sessions.

Keith also reported that the Summary of Findings from the pre-EVOLVE intervention surveys are now available and the findings align with much of the data collection and outcomes of BCAS-led sessions over the last few years. The next steps will be to being evaluation interviews with staff and Board members about the impact of the EVOVLE interventions followed by interviews and a final survey with club members and coaches in June. She noted that she has met with the CCES to discuss a request to Sport Canada to extend the deadline to report on the program evaluation to allow the evaluators to adequately capture the outcomes and impacts.

Keith advised that Geoff Ayi-Bonte is moving forward with the next steps of the Advance Coach Program and will be meeting this month with NS coaches and club presidents to review the discovery findings in a session similar to the ones with the BCAS Board in late January. Biz Price will be in attendance to ensure her work in developing a provincial program framework aligns with Geoff's work and addresses issues and gaps identified in the discovery.

10. Strategic Plan Summaries and Comms Plan

Keith thanked Curtis for her help in developing a 2-page summary of the Strategic Plan, included in the meeting package. She noted that the initial presentation of the plan will be at of the Year-End Club Meeting in June followed by a more comprehensive presentation and engagement with members at the 2021 Summit.

ACTION: Keith to finalize the design of the 2020-2026 Strategic Plan.

NEW BUSINESS

11. Gender Equity: Same Game Toolkit

Magee advised that she attended a webinar called #ChooseToChallenge Inequity in Sport. The session focused on creating environments that are equal for all and fair for everyone. She noted that the

session challenged her to think of equity and inclusion for women differently and through the lens of whether artistic swimming is inclusive and accessible to a diverse group of women and girls. It also challenged her to think about what may need to change in our sport to ensure girls can see themselves in our sport (i.e., recognizing that not all groups are comfortable in bathing suits, ensuring marketing and promotion tools demonstrate diverse people participating in our sport, addressing socio-economic gaps such as the cost of artistic swimming, and motivating athletes to pursue coach or judge pathways).

Magee has also been reviewing a tool developed by Canadian Women & Sport called the Same Game Toolkit. This resource would be best suited for a working group to go through the program which brings the gender equity lens to life. She recommended that a working group be established to start the process.

It was recognized that this would align with the mandate of the Diversity & Inclusion Committee. Magee noted that she has struggled to activate the Diversity & Inclusion Committee and needs guidance. She noted that the committee currently has 3 members who are well-intended but may not be representative of our diverse membership. She consulted with Andrea Carey from INclusion Incorporated who advised that the first step is to establish the goals and purpose of the committee, which will help to identify the various representation that is needed. It was also noted that the Same Game Toolkit would support the identification of gaps, goals, and purpose.

ACTION: Magee to reach out to member clubs recognizing that they have a diverse community to ask if they recommend anyone to join the committee.

ACTION: Magee to lead the Diversity & Inclusion Committee through the Same Game Toolkit and report the outcomes to the Board.

12. RFD 2021-147 – Finance Policy Amendments

MOTION: (Stewart/Curtis) to approve the proposed amendments to the Finance Policy as amended.

It was agreed that the proposed changes should be amended to state that back-up paperwork should be shared with the signing officer prior to the cheque being issued.

Keith clarified that she reviews and approves the requisitions and prints the cheques but that the accounting team is responsible for posting transactions in the accounting system in accordance with the Finance Policy.

It was noted that the proposed amendment is not applicable to the Gaming account and the Finance Policy is to be updated to reflect this.

Carried

ACTION: Keith to send all cheque requisitions to Rose and Stirrat at the time that they are submitted to the accountant through LedgerDocs.

The meeting was adjourned at 8:38 pm.



FUTURE BOARD OF DIRECTORS MEETING DATES:

May 3, 2021	7:00-9:30 pm	Zoom
June 7, 2021	7:00-9:30 pm	Zoom
July 10-11, 2021	TBD	Board Planning Meeting
September 13, 2021	7:00-9:30 pm	Zoom
October 4, 2021	7:00-9:30 pm	Zoom
November 1, 2021	7:00-9:30 pm	Zoom
November 2021	TBD	Annual General Meeting