



BOARD OF DIRECTORS MEETING MINUTES

May 3, 2021 at 7:00 pm

OPENING BUSINESS

1. WELCOME AND CALL TO ORDER

RaeAnne Rose called the meeting to order at 7:04 pm.

2. LAND ACKNOWLEDGEMENT

Carol Stewart acknowledged the unceded territory of the Coast Salish Peoples covering the inside passage of Vancouver Island and across the Lower Mainland to Chilliwack and down into Oregon. This unceded territory was the traditional home of the Songhees and Leikwungen Nations.

ATTENDANCE

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

3. Approval of Agenda

Agenda item 9 has been changed to BCAS Board Communications Agreement and the CAS RISE UP agenda item has been moved from the In Camera agenda to agenda item 10.

MOTION: (Stewart/Stirrat) to approve the Agenda as circulated presented. Carried

4. Declaration of Potential Conflict of Interest

No conflicts of interest were declared.

Rose provided an update to the Board that she met with Chen to discuss her role moving forward on the Board. When Chen joins the meeting, she, and others who join late, will be given the opportunity to declare any conflicts of interest.

Chekunova joined the meeting at 7:13 pm. Chekunova does not have any conflicts to declare.

5. Minutes from Previous Meetings – Review & Accept

MOTION: (Stewart/Stirrat) to approve the minutes from April 19, 2021 as circulated. Carried

6. Action Items

Rose referred to the action items and updates in the meeting package. Keith reminded Rose that her Respect in Sport training is outstanding and reminded Chekunova that her Respect in Sport and police record check were outstanding. She advised that the Risk Registry was not finalized in advance of the meeting but that she intends to update it and call a meeting of the Risk Registry Working Group prior to the next meeting. She also noted that in discussion with Rose, it was agreed that her performance appraisal would be done once the season ends and that it will continue that cycle each year. Keith noted

that consideration of rolling out Respect in Sport training for parents has been on the action items list since 2018 and that there are new and no cost safe sport training alternatives that should be considered. It was agreed that it would be removed from the list and that the Coaching Association of Canada Safe Sport training module should be recommended for all parents in the 2021-22 Membership Package. Keith advised the Board that she and Magee are scheduled to meet with CSI-Pacific to discuss the Enhanced Excellence Funding on May 5, 2021.

BUSINESS CARRIED FORWARD

7. COVID-19 Risk Assessment Update

Keith referred to the viaSport Spring Travel Advisory noting that under the current travel restrictions, high-performance athletes are not exempt. This has caused some concern for athletes in BC who are still in training and contention for a sport at the Olympics in Tokyo, but it does not affect any BCAS athletes because we are not currently offering in-person provincial programs and the two health authorities in the Lower Mainland have been combined for the purposes of the public health order.

Keith advised that North had asked whether Masters' athletes were eligible to train in group of up to 10 swimmers in outdoor pools and that under the current order, that was allowed. There are a handful of clubs who have been able to secure outdoor pool space and have returned to training. She also noted that the deadline to apply for a refund of Masters' registration fees was April 30th and that approximately \$1,500 in refunds would be issued.

ACTION: Keith to issue refunds to the Masters clubs in accordance with the refund policy.

8. EVOLVE Update

Keith referred to the comprehensive document that was shared in the Board meeting package noting that it encompasses the activities, outcomes, and outstanding deliverables of the EVOLVE Initiative. She emphasized that except for the preliminary presentation of the new strategic plan which is slated for the Year-End Club Meeting in June, most of the work of the Board is complete. These items can be found under the Foundation column. She also noted that the Board contributed to outcomes in the Intervention and Prevention & Environment columns with conflict management, communications, and safe sport activations.

The next significant step will be to begin the final evaluation process to measure progress and change that stems from the various activations. The evaluators will begin with surveys and interviews with BCAS Board members and staff. A notice to all Board and staff will go out tomorrow. Participation in the project evaluation is completed voluntary.

ACTION: Keith to distribute the evaluation recruitment notice to board members and staff.

Chen joined the meeting at 7:31 pm. Chen declared a conflict of interest with regards to the in camera portion of the meeting and advised that she would excuse herself during that agenda item.

9. BCAS Board Communications Agreement

Keith referred to the graphic and table that were distributed in the meeting package. She advised that the graphic was redesigned based on feedback during its last review where it was identified that the behaviour circles needed to be revised for readability. She also added items to the behavior circles that were identified in subsequent Board planning sessions.

MOTION: (Stewart/Curtis) to approve the BCAS Board Communications Agreement as presented.
Carried

ACTION: Keith to publish the Board Communication Agreement on the BCAS website and embed it into future board meeting packages.

10. CAS RISE UP Plan

Rose referred to the RISE UP Plan that was shared with its PTISO partners in April. It is CAS' response to the lawsuit and underlying culture issues.

NEW BUSINESS

11. CAS Policy Development Updates

Keith referred to the summary of changes that CAS will be making to the Conduct Policy Suite as well as the new policies currently under development. These changes will have a direct impact on BCAS' policies. Several CAS policies are intended to be global, meaning that they apply at all levels of the sport and are expected to be adopted by PTISOs and clubs. As progress is made with regards to the policy changes, Keith will work with the Governance Committee to align BCAS policies.

Keith noted that she and other PTISOs have voiced concern of the timing since CAS expects to have the policies approved in late June making it difficult to provide club training about them over the summer.

ACTION: Keith to activate the Governance Committee to consider relevant CAS policy changes as they are published.

12. 2021-2022 Draft Budget

Keith presented the first draft of the 2021-2022 annual budget noting that a lot continues to be uncertain as it relates to the new season and health restrictions. She has conservatively assumed that all events hosted in 2021 will be by virtual means but that in-person events will be possible in 2022. She also noted that the current financial projections for current fiscal year may include proceeds in excess of \$100,000 and the budget has been designed to burn some of the reserve, specifically by investing in membership growth initiatives like marketing campaigns and a club grant program to subsidize marketing and promotion activities.

Curtis asked whether a Society can have a deficit budget or if it is required to work from a zero-based budget. Stirrat advised that it was permitted to work with an occasional deficit budget provided it is fiscally responsible to do so and the Society had the appropriate reserve to do so. She confirmed that Gaming Grants have financial eligibility requirements, including how much cash an organization is allowed to accumulate. Rose added that Gaming is permitting exceptions this year for COVID-19 impacts on organizations.

Keith noted that she would like to defer a motion to approve the budget until the June meeting as some programming changes may be considered over the next month as staff complete their planning and consultations with funders.

ACTION: Keith to prepare an RFD to approve the 2021-2022 budget for the next meeting.

13. True Sport

Keith referred to the True Sport Activation document presented in the meeting package. She noted that the beginning of the document provides a summary of the first day of True Sport Activation Workshop but that given the work that has been done at BCAS, the workshop lead pivoted and on day 2, the group developed the table found at the back of the document which compiles target activations. The table identifies target audiences, key messages, rationale for activities and tactics. Since the workshop, those who attended – BCAS staff, Keith, Magee and Fladmark, and BCAS board members, North and Fagnan – have formed the True Sport Activation Working Group. The working group met to discuss priorities and timelines to initiate activations.

ACTION: Keith to ensure the True Sport activations are incorporated into staff workplans.

14. July Planning Meeting Dates

Rose advised that she is planning to be out of town on the dates of the July planning meeting but surveyed the board members to determine if a planning meeting was needed. It was agreed that with so much uncertainty in relation to the pandemic, it would be best to reschedule the planning meetings for the Fall.

ACTION: Keith to revise the board meeting schedule for a regular Board meeting on July 12, 2021.

Elise Fagnan joined the meeting at 8:22 pm. Fagnan does not have any conflicts to declare.

Chen left the meeting at 8:37 pm.

IN CAMERA

MOTION: (Stewart/North) to move the meeting in camera.

Carried

15. CAS Lawsuit Update

Rose provided an update on activities and communications related to the CAS Lawsuit since the last meeting.

The meeting was adjourned at 9:49 pm.

FUTURE BOARD OF DIRECTORS MEETING DATES:

June 7, 2021	7:00-9:30 pm	Zoom
July 12, 2021	7:00-9:30 pm	Zoom
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