

2021 ANNUAL GENERAL MEETING

November 20, 2021 – 1:00 PM
via Electronic Means (Zoom)

MINUTES

1. Welcome

RaeAnne Rose welcomed the members to the 2021 Annual General Meeting and recognized that our members are coming together, once again, during a provincial state of emergency due to the unprecedented weather events. She reviewed how our sport adapted to COVID-19 restrictions to make the 2020-2021 season feasible, acknowledging the work and commitment from coaches, athletes, officials, club executives and the BCAS Board and staff. She further recognized that the EVOLVE Initiative set a foundation for changing our sport culture at a time when it was imperative that we work in collaboration, noting that despite the challenges, there were many proud and joyful moments.

2. Call to Order & Introductions

RaeAnne Rose called the meeting to order at 1:05 pm.

RaeAnne Rose acknowledged that BC Artistic Swimming honours the traditional lands and homelands of all Indigenous peoples and communities across Canada, including First Nations, Inuit, and Métis living both on and off reserve, in rural and urban communities. She specifically acknowledged the ancestral, and unceded territories of the *hən̓qə́míŋəm* (Halkomelem) and *Skwxwú7mesh* (Squamish) speaking peoples where today's presentation originates which was home to the ancestors of several local Central Coast Salish Nations.

RaeAnne Rose introduced:

- Members of the BC Artistic Swimming Board of Directors: In attendance Rhonda Vanderfluit, Ann Stirrat, Marina Chekunova, Mandy Curtis, Ann-Marie North, and Carole Stewart. She also acknowledged Elise Fagnan who was unable to attend the meeting.
- BC Artistic Swimming Staff: In attendance Jennifer Keith, Executive Director; Tanya Magee, Sport Development Director and High Performance Coordinator; and Disa Fladmark, Sport Services Coordinator.
- Guests: Lexy McLeod, BC Artistic Swimming's auditor from MNP LLP, who will present the financial statements, and Board of Director's nominees Manraj Khurana.

3. Confirmation of Quorum

A quorum was declared with 27 voting members in attendance. In addition, 2 non-voting members and 2 guests were in attendance. The full list of attendees is attached to these minutes.

RaeAnne Rose noted that the Annual General Meeting package posted in advance of the meeting on the BC Artistic Swimming website included the agenda, minutes from the previous AGM, audited financial statements, annual report, and nomination report. A link to the relevant files was posted in the Zoom Chat Box.

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

4. Adoption of Agenda

MOTION: (Carol Stewart/Anne-Marie North) To adopt the Agenda of the November 20, 2021 Annual General Meeting. Carried

5. Appointment of Scrutineers

MOTION: (Rhonda Vanderfluit/Mandy Curtis) To appoint Jennifer Keith and Tanya Magee as Scrutineers. Carried

6. Adoption of Prior Meeting Minutes

MOTION: (Anne-Marie North/Marina Chekunova) To approve the Minutes of the November 21, 2020 Annual General Meeting. Carried

7. Presentation of 2020-2021 Audited Financial Statement

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

Lexy McLeod reported a clean audit indicating that, in MNP's opinion, there were no misstatements due fraud or error and that the financial statements show a fair representation of the organization's financial position. She highlighted that BC Artistic Swimming was able to build up its cash during the pandemic due to an excess of revenue over expenses that was primarily attributed to new funding sources, including government pandemic relief funds. She noted that the organization has a healthy balance sheet indicating its ability to cover all liabilities in the event of liquidation.

RaeAnne Rose opened the floor to questions. Hearing none, she thanked Lexy McLeod and the MNP audit team for preparing the statements.

8. Appointment of 2021-2022 Auditor

MOTION: (Ann Stirrat/Carol Stewart) To appoint MNP LLP as the Auditors for BC Artistic Swimming for the 2021-2022 fiscal year. Carried

9. Reports

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

Executive Director's Report

Jennifer Keith recognized all members for their resiliency in the face of ongoing adversity created by the pandemic noting that BC Artistic Swimming Sport Services Coordinator, Disa Fladmark, worked incredibly hard last season to offer competitions in a virtual setting. Each meet was better than the previous one and at the end of the season, she collated and presented 3,633 videos to the judges. She also acknowledged that our coaches produced and submitted all the videos in addition to their regular coaching responsibilities and managing COVID-19 protocols. Our officials also tackled new responsibilities in learning to judge in a virtual environment.

Aside from the pandemic response, Jennifer Keith noted that BC Artistic Swimming and its members did a lot of impressive and meaningful work through the EVOLVE project to lay the foundation for artistic swimming in BC to thrive in the future as outlined in the annual report. Noting that safe sport is only one component of the EVOLVE Initiative, she acknowledged that it

is a complex undertaking encouraging all members to review the Safe Sport Resource page on the website and the information available in the annual report. She recognized that a lot of progress around safe sport has been made over the last year including the launch of the BC Universal Code of Conduct and new Play Safe promotional tools, the soon-to-be released CAS national reporting mechanism, an overhaul of the BCAS Conduct Policy Suite, BC Artistic Swimming Board, staff and member education and training, and updates to the Safe Sport Resource page.

While the EVOLVE project evaluation indicated that a shift in the BC Artistic Swimming culture was initiated, Jennifer Keith acknowledged that change of this nature takes time. However, she concluded that she is regularly noticing members implement EVOLVE learnings and exploring new and innovative ways to delivery our sport which bodes well for a bright future.

Jennifer Keith invited Tanya Magee to present the Sport Development and High Performance Reports.

Sport Development Report

Tanya Magee started by thanking the BC Artistic Swimming Board and staff for their support during a very challenging year. She recognized that it was a particularly difficult time for Masters' athletes and clubs whose programs were suspended for the better part of the season. She reported that BC Artistic Swimming offered 10 coach development events during the 2020-2021 season and continued to deliver AquaGO! Instructor training through virtual courses.

Although the 2020 BC Summer Games were cancelled due to the pandemic, Tanya Magee noted that plans are well underway for the 2022 Games in Prince George. She concluded by noting that although BC Artistic Swimming was unable to deliver the Regional Coach Visit Program, External Sport Services were delivered with clubs accessing sport psychology, mental training, nutrition education, acrobatics and highlights training, ballet/yoga and breath control training for provincial stream and recreation athletes.

High Performance Report

Tanya Magee reported that her first year as the High Performance Coordinator was full of curveballs with all provincial programs moving to online delivery platforms. Facilities would not provide space for HP programming, so BC Artistic Swimming adapted to provide an athlete development program to support and enhance club development and training activities. As a result, all national stream athletes were invited to participate in virtual programming delivered by our Integrated Support Team – Flexibility & Movement Specialist, Inga Gillyer, Strength & Conditioning Coach, Jermaine John-Archer, and Artistic Swimming Coach and Mentor, Biz Price.

In the Spring of 2021, BC Artistic Swimming announced its new High Performance Coach Mentorship Program that would be delivered by Lead Mentor, Biz Price. Five coaches from across BC, representing each of the National Stream Clubs were selected for the program that got underway at the National Development Camp and Auditions hosted in Surrey this Fall. BC Artistic Swimming also worked with our partners at the Canadian Sport Institute – Pacific to enhance the athlete- and coach-carding program. In February 2021, 34 athletes and 10 coaches were selected for the program based on the results of prior seasons. This program creates opportunities for athletes and coaches on the high-performance pathway to access training and development support from regional and provincial training centres.

Jennifer Keith noted that BC Officials Committee Chair, Christina Demiris, was unable to attend the meeting and asked BCOC member, Carol Stewart, to present the Officials Report.

Officials Report

Carol reported that despite not having in-person competitions, the virtual events hosted by BC Artistic Swimming and Canada Artistic Swimming created opportunities for all officials to participate in a meaningful way. As a result, BCOC Statistician, Sharon Devana, was able to evaluate 22 judges concluding that the agreement between panels improved as the season progressed. A positive outcome given the new unchartered virtual competition setting.

Once again, BC officials participated in national and international events with Heather Archer, Lisa Balcombe, Christina Demiri, Louise Kennedy, Trish McKay, and Madeleine Ramsay receiving appointments to national events. Heather Archer, Lisa Balcombe, and Louise Kennedy were also invited to and involved with artistic swimming events and projects across Canada and around the world.

The BCOC also undertook a survey of BC officials to better understand recruitment and retention issues. The survey results will help to inform future recruitment and retention activities.

RaeAnne Rose invited questions from the floor. No questions were asked.

RaeAnne Rose highlighted that the sport sector in Canada is rapidly changing and that governance expectations continue to increase noting the new Club Operations Policy is an example of these changes in action. Responding to the new expectations has been a priority for the BC Artistic Swimming Board of Directors this past year and is a key pillar of the 2021-2026 Strategic Plan for Artistic Swimming in BC.

In response, the Board of Directors conducted a board skills assessment to identify the existing competencies and gaps. This process identified gaps in the areas of law, marketing and communications, conflict and dispute resolution, equity, diversity and inclusion, and meeting management/parliamentary procedures.

RaeAnne Rose noted that 2022 will be her last year as President and this year both Rhonda Vanderfluit and Elise Fagnan are retiring which will leave significant gaps in experiential leadership on the Board. As it is her last formal meeting, RaeAnne Rose invited Rhonda Vanderfluit to chair the election of the BC Artistic Swimming 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 34 voting members in attendance, and 2 non-voting members.

10. 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: Vice-President, three 2-year-term Directors at Large positions, and one 1-year-term Director at Large position.
- 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.

10.1. Election of Vice-President

Rhonda Vanderfluit noted that BC Artistic Swimming did not receive any nominations for the position of Vice-President in advance of the meeting. Rhonda Vanderfluit made a call for nominations from the floor for the position of Vice-President.

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

Meng Chen nominated Rhonda Vanderfluit. Rhonda Vanderfluit thanked Meng Chen for the nomination and graciously declined the nomination.

Rhonda Vanderfluit made a third and final call for nominations from the floor for the position of Vice-President.

As there were no nominations from the floor, the Vice-President position remains vacant, and the Board will fill it in accordance with the BC Artistic Swimming Bylaws.

10.2. Election of Three (3) Directors-at-Large – 2-Year Terms

Rhonda Vanderfluit noted that three nominations were received in advance of the meeting for Jo-Anne Emery, Manraj Khurana, and Carol Stewart.

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

NOMINATION: (Mandy Curtis/Alina Aref'yeva) To nominate Marina Chekunova for Director-at-Large.

Marina Chekunova 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 and final 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 Carol Stewart to address the members. Carol Stewart addressed the members.

Rhonda Vanderfluit invited incumbent Marina Chekunova to address the members. Marina Chekunova addressed the members.

Rhonda Vanderfluit invited Jo-Anne Emery to address the members. Jo-Anne Emery addressed the members.

Rhonda Vanderfluit invited Manraj Khurana to address the members. Manraj Khurana addressed the members.

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

The Scrutineers reviewed the results. Rhonda Vanderfluit announced that Carol Stewart, Jo-Anne Emery, and Manraj Khurana were elected as Directors-at-Large for 2-year terms.

10.3. Election of Director-at-Large – 1-Year Term

Rhonda Vanderfluit noted that two nominations were received in advance of the meeting from Jo-Anne Emery and Manraj Khurana, but since they were elected for a 2-year term, there are currently no nominations for the 1-year-term position.

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

NOMINATION: (Mandy Curtis/Carol Stewart) To nominate Marina Chekunova for Director-at-Large.

Marina Chekunova 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 and final call for nominations from the floor for the position of Director-at-Large.

Rhonda Vanderfluit invited Marina Chekunova to address the members. Marina Chekunova responded that she had nothing to add to her previous address.

As there is only one nomination for the position, Marina Chekunova was elected as Director at Large for a 1-year term by acclamation.

MOTION: (Mandy Curtis/Ann Stirrat) For the Scrutineers to destroy the voting record once the results are validated. **Carried**

RaeAnne Rose thanked Rhonda Vanderfluit for chairing the election and welcomed the new and returning Directors to the BC Artistic Swimming Board of Directors.

RaeAnne Rose recognized Elise Fagnan and Rhonda Vanderfluit as outgoing Board members and thanked them for their commitment to the sport and BC Artistic Swimming.

11. Adjournment

MOTION: (Rhonda Vanderfluit/Mandy Curtis) To adjourn the meeting. **Carried**

The meeting was adjourned at 2:13 pm.

2021 ANNUAL GENERAL MEETING ATTENDANCE

Voting Members	Role	Club/Organization
1. RaeAnne Rose	President	BC Artistic Swimming
2. Rhonda Vanderfluit	Vice-President/Athlete	BC Artistic Swimming/Vancouver Masters
3. Ann Stirrat	Director of Finance	BC Artistic Swimming
4. Mandy Curtis	Director/Parent	BC Artistic Swimming/Kamloops Sunrays
5. Marina Chekunova	Director	BC Artistic Swimming
6. Anne-Marie North	Director/Official/Athlete	BC Artistic Swimming/Caprice Artistic Swim
7. Carol Stewart	Director/Official	BC Artistic Swimming
8. Alie Warnes	Parent	Nelson Reflections
9. Alina Aref'yeva	Coach	Caprice Artistic Swimming
10. Chris Strickland	Coach	Victoria Synchro
11. Cynthia Liu	Parent	BC Aquasonics
12. Disa Fladmark	Coach	Kamloops Artistic Swimming
13. Donna Falconer	Athlete	VanIsle Masters Artistic Swimming
14. Elmira Chan	Parent	Caprice Artistic Swimming
15. Erin Connors	Athlete	Vancouver Masters
16. Fiona L	Parent	BC Aquasonics
17. Heather Archer	Official	BC Artistic Swimming
18. Jackie Routien	Parent	Nelson Reflections
19. Jennifer Gajic	Parent	Caprice Artistic Swimming
20. Jie Xu	Parent	Caprice Artistic Swimming
21. Jo-Anne Emery	Athlete	West Coast Masters
22. Judy Du	Official	BC Artistic Swimming
23. Kathleen Martin Ginis	Parent	Kelowna Dolphins
24. Kimberly Vinck	Coach	Victoria Synchro
25. Maria Beskromnova	Coach	Caprice Artistic Swimming
26. Mei Yin	Parent	Pacific Wave Synchro
27. Meng Chen	Coach	Pacific Wave Synchro
28. On Ni Annie Chau	Official	BC Artistic Swimming
29. Petra Davis	Parent	Nanaimo Diamonds
30. Rachel Lefranc	Parent	Caprice Artistic Swimming
31. Susan Kemper	Coach	BC Aquasonics
32. Tanya Magee	Coach	BC Aquasonics
33. Tina Naveri	Coach	Kamloops Sunrays
34. Tracy Lu	Official	BC Artistic Swimming
35. Victoria Stafford	Athlete	Caprice Artistic Swimming
36. Ya Wen	Parent	BC Aquasonics
37. Yu Liu	Parent	Pacific Wave Synchro
Non-Voting Member	Role	Club/Organization
38. Jennifer Keith	Executive Director	BC Artistic Swimming
39. Steven Kravariotis	Club Executive	Pacific Wave Synchro
Guests	Role	Club/Organization
40. Lexy McLeod	Auditor	MNP LLP
41. Manraj Khurana	Nominee	