

BOARD OF DIRECTORS MEETING MINUTES

April 8, 2024 at 7:00 pm

ATTENDANCE

Voting: Mandy Curtis, Ling (Christina) Jiang, Ann Stirrat, Anne-Marie North, Dana Xu, Edward Fan, Carol Stewart, Robin Bennu, Cybil Nomura

Staff: Jennifer Keith, Tanya Magee

Regrets:

1. CALL TO ORDER

Curtis called the meeting to order at 7:03 pm.

2. LAND ACKNOWLEDGEMENT

Stewart acknowledged that the City of Colwood sits on the ancestral lands of Teechamista and the Lekwungen-speaking people of the Songhees and Esquimalt Nations. This land is defined by the 1850 Douglas Treaty with the Teechamitsa people. She recognized that it is an honour to have the opportunity to build strong working relationships with local Nations based on learning, openness, humility, and respect, noting that we endeavor to walk softly on these ancestral lands of the Xwsepsum and Lekwungen families.

3. APPROVAL OF AGENDA

Keith requested the addition of agenda item 12: Mable Moran Award.

MOTION: Stewart made a motion to approve the Agenda as amended.

4. DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

Curtis declared a conflict with agenda item 12 as she submitted the nomination for one of the candidates.

Nomura declared a conflict with agenda item 13.

Jiang declared a potential conflict with agenda item 13.

Xu declared a conflict of interest in relation to item 13 in so far as it relates to the Aquasonics Artistic Swim Club.

Fan declared a conflict of interest in relation to item 13 in so far as it relates to the Pacific Wave Artistic Swim Club.

5. MINUTES FROM PREVIOUS MEETINGS – REVIEW & ACCEPT

MOTION: Stewart made a motion to approve the minutes from March 4, 2024.

6. MINUTES FROM PREVIOUS IN-CAMERA MEETING – REVIEW & ACCEPT

MOTION: Stewart made a motion to approve the in-camera minutes from March 4, 2024.

7. ACTION ITEMS

Keith referred to the action item included in the meeting package noting that the meeting with viaSport about registration thresholds was meaningful and productive. Status quo funding is expected for 2024-25 and BCAS has offered to address the issues with government directly. She also noted that RBC advised that all current signatories must sign the letter of direction. She further provided an update that CAS will create a process to manage requests for PTSOs to cost-share officials travel expenses for national events.

ACTION: Keith to amend the letter of direction to limit the requirement of only 2 signatories to execute a BCAS letter of direction with RBC.

8. REPORTS

a. PRESIDENT'S REPORT

Curtis indicated she did not have anything to report and that the next President's meeting is scheduled for the upcoming week.

b. EXECUTIVE DIRECTOR'S REPORT

Keith expanded on the meeting with viaSport in relation to achieving the 1,000-member threshold to remain eligible for funding. She reported that viaSport recognized that BCAS is making an effort to achieve the required threshold and that the challenges will be reported to Ministry of Tourism, Arts, Culture, and Sport.

Keith concluded by noting that the quarterly report reflects that no real progress against strategic objectives was made during the reporting period.

c. FINANCE REPORT

Stirrat referred to the Finance Report in the meeting package noting there is very little change in the budget report. She noted that there is currently a projected profit based on the change in HR costs with the Sport Services Coordinator's resignation. The current forecast is a little over break-even.

Stirrat expanded on the information about charitable donations explaining that CRA announced changes in late 2023 to how charitable organizations can distribute funds to not-for-profit organizations. This potential opportunity was brought forward to PSOs through viaSport. She noted that based on her research, while the changes may be beneficial to sport organizations, it requires an interest and willingness of charitable organizations to abide and align with the changes which may be more of a burden to charities at the outset though may create more funding opportunities in the future.

Stirrat clarified that travel insurance is recovered from clubs flows through with equal revenue and expenses resulting in no net change. She also advised the Board that BCAS has a year-end procedure to reimburse the General account with eligible Gaming expenses incurred during the fiscal period. These reimbursements will be presented to the Board in May or June. This will include approximately \$84,500 being reimbursed to the General account [\$72,500 in Community Gaming Grant and \$12,000 in Capital Gaming Grant].

d. DIRECTOR OF SPORT REPORT

Magee referred to her report presented in the meeting package. She noted that there remain two coach vacancies for Zone 5 for the 2024 BC Summer Games where there are 11 athletes vying for a spot on the roster. There is a risk that this will be a red flag when consideration is given to our core sport status after the 2024 Games.

She reported that the Community Sport 4 All projects are all moving forward and CAS has been helpful in developing marketing materials to support them. She recognized Melinda Markser who represented BCAS at the 2024 Leisure Fair where 9 families indicated an interest in the Adaptive Try-It events.

Four summer camps have now been confirmed for Team BC training. Plans are also progressing for the 2024 Assessment & Prospects Camp. IST services are confirmed and apparel is in the planning phase. She noted that changes to the Next Gen program are being considered where the Top 3-5 athletes would be invited to train alongside Team BC in regional camps. This would be a nice alignment opportunity as the Next Gen program is intended to identify future Team BC athletes.

Magee reported that she has developed a 4-part education series for coaches on the new judging system. It is intended to be an asynchronous learning opportunity that targets provincial stream coaches as they learn more about the new system.

BUSINESS CARRIED FORWARD

9. CLUB OPERATIONS POLICY UPDATE

Keith referred to the Club Operations Policy tracking sheet provided in the meeting package and advised that Vancouver Masters was able to secure the required D&O insurance without needing financial support from BCAS.

10. MEMBERS OPERATIONS POLICY & GOVERNANCE CODE AUDIT

Keith referred to the final Members Operations Policy (MOP) and Canadian Sport Governance Code (CSGC) Audit compiled by the CAS consultant. The consultant will be advising CAS that BCAS is in full compliance with the MOP.

viaSport has advised PSOs that the 2024-25 contribution agreements will be revised to align with the CSGC. The Governance Committee will be tasked with identifying areas that need amendments to ensure the necessary alignment.

ACTION: Keith to engage the Governance Committee to review any MOP or CSGC gaps to ensure full alignment.

11. HUMAN RESOURCES UPDATE

Keith advised the Board that the Sport Services Coordinator has resigned. It was expected that there would be continued back-end support in managing the final meets of the season and the BC Summer Games but that will not happen. Staff are contemplating the necessary adjustments to fill the gaps left by the resignation. This will mean that some planned activities may not be activated. The HR Committee will be meeting on April 10 to discuss next steps.

12. MABLE MORAN AWARD

Keith advised the Board that 2 nominations were received for the 2024 Mable Moran Award which is distributed at the Mable Moran Provincial Qualifier. The Awards Committee currently has two members, one of whom has declared a conflict of interest leaving only one person to consider the nominations. Given the circumstances, the Board was asked to review the nominations and vote on their choice for the award.

ACTION: Keith to distribute the Mable Moran Award nomination details to the Board.

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

Carried

IN CAMERA

Nomura and Fan left the meeting at 8:28 pm.

Jiang left the meeting at 8:31 pm.

Xu left the meeting at 8:38 pm.

13. SAFE SPORT UPDATE

The Board discussed several issues related to safe sport.

The meeting was adjourned at 9:50 pm.