



**BC**   
**ARTISTIC**  
**SWIMMING**

**2024 Year End Club Meeting**





## LAND ACKNOWLEDGEMENT

Welcome to everyone who has joined today from across British Columbia. I acknowledge that this meeting is originating from the traditional, ancestral and unceded territory of the Qayqayt First Nations and Coast Salish People. I am honoured and privileged to work, raise my family, and play on this land.

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# Online Meeting Norms



- Mute Yourself to Prevent External Noise
- Chat Box for Questions during Presentation
- Avoid sidebar discussions
- Question Period at End

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Open Mind

Participate Mindfully

Listen Generously

Express Your Need

# 2024 In Review



- Unexpected Circumstances / Unrealized Plans
- Culture of Artistic Swimming in BC
- Reflect on EVOLVE Efforts
  - Were preventative measures successful? 😞
- Path Forward: Collaboration & Cooperation

# Agenda – June 15 2024

1. Governance Standards & Expectations
2. Coach Development Pathway
3. Competitions & Events
4. New Judging System Round Table
5. Growing Participation: Marketing Strategies & Resources
6. Regional Sport Alliance Presentation
7. Wrap Up: Q&A



**BC**

# Governance Standards & Expectations

# Governance Standards

## Club Operations Policy

*Describes the minimum requirements for Member Clubs of BCAS to maintain their status as a member in good standing.*

*Annual compliance verification provides assurance that their organization operates in a safe and effective manner.*

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# Governance Standards

## Members Operations Policy

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## Annual Compliance Audit Results (March 2024)

- ✓ Incorporation x1
- ✓ Board of Directors x3
- ✓ Governance x5
- ✓ Financial Controls x7
- ✓ Naming Convention x1
- ✓ Policies x3
- ✓ Programs x1
- ✓ Website x1

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# Governance Standards

**viaSPORT**  
ACCREDITED 2024/25

Sport for Life	Excellence	Coaching & Officiating	Org. Readiness
Membership & Programming	Results	Coaching Pathway	Leadership
Inclusion	HP Systems	Officiating	Strategic Planning
Adaptive Programming			Governance & Policy
			Revenue Generation & Finance
27/32 (84%)	32/36 (89%)	27/28 (96%)	46/48 (96%)
BCAS Avg. 3.37	BCAS Avg. 3.6	BCAS Avg. 3.86	BCAS Avg. 3.83

**132/144 (92%)**

**Avg. 3.67**

# Governance Standards

**viaSPORT**  
ACCREDITED 2024/25

	Sport for Life	Excellence	Coaching & Officiating	Org. Readiness
Sector Avg	21.08	15.50	19.60	38.43
Small PSO Avg	20.00	14.39	18.33	36.56
<b>BCAS</b>	<b>23</b>	<b>18</b>	<b>23</b>	<b>46</b>

# Governance Standards

## Club Operations Policy

### INCORPORATION

- ✦ Proof of Incorporation as a legal entity

### BOARD OF DIRECTORS

- ✦ No less than 3 Elected Directors
- ✦ Frequency of Meetings – at least quarterly
- ✦ Update BCAS regarding Board composition and Director contact info
- ✦ Carry D&O Insurance

### GOVERNANCE

- ✦ Abide by BCAS Bylaws and policies
- ✦ Governance structure aligned with key roles and responsibilities
- ✦ Adopt Bylaws that govern financial and legal affairs (may not conflict with BCAS Bylaws)
- ✦ Minimum Bylaws content
- ✦ Bylaws amendments submitted, in writing, to BCAS no later than annual club registration deadline

# Governance Standards

## Club Operations Policy

### FINANCIAL CONTROLS

- ✿ Adapt Finance Policy to protect financial integrity of organization with minimum content
- ✿ Regular review of organization's financial position and financial controls
- ✿ Appoint a public accountant (exemption for 2023-24 / exemption for 2024-25?)
- ✿ Prepare statements in accordance with COP thresholds based on annual budget
- ✿ Submit audit report or financial reports/statements to BCAS annually

### NAMING CONVENTION

- ✿ BCAS approval to change legal name
- ✿ Call letters and name to align with COP standards

### POLICIES

- ✿ Adopt BCAS and CAS policies, specifically Appeal, Coach Certification, Concussion, Conduct, Discipline & Complaints, Privacy, Screening, and other as required by BCAS

# Governance Standards

## Club Operations Policy

### PROGRAMS

- AquaGO! adopted as the entry level recreational program

### WEBSITES

- Ensure minimum requirements are available to all members through club website:
  - Names of Board Members
  - Bylaws
  - Minutes of most recent AGM
  - All Board-approved policies including links to CAS or BCAS policies, as applicable

### COMPLIANCE

- Decisions to grant or deny membership are made in accordance with the COP

### EXEMPTIONS

- Clubs can apply annually for exemptions from certain COP requirements

# Governance Standards

## **(NEW)** Annual Club Executive Declaration

Elected Club Executives/Board of Directors must complete an annual declaration outlining information and details about the COP, important BCAS policies and procedures and their fiduciary responsibility to the club.

# Governance Standards

## Insurance



### 2023-2024 Membership Package

Version 1

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#### WHAT ARE SANCTIONED ACTIVITIES?

**Sanctioned activities** are those approved or authorized by BCAS and therefore those for which members are insured. For insurance purposes, sanctioned activities are those considered usual to the sport such as:

- Typical **training activities on dryland, in water or virtual** that align with the club's training schedule and facility permits.
- Land or in-water **training or activities with Integrated Support Teams** (physio, yoga, pilates, strength & conditioning, dance, etc.). All Integrated Support Team personnel should have their own insurance coverage and/or be registered with BCAS as a coach **BEFORE** activities take place.
- Travel to and participation in **BCAS or CAS sanctioned competitions** and events (e.g., Training Meets, Provincial/National Qualifiers, Provincial/National Championships)
- **BCAS programs and events** (e.g., coach or official training activities, provincial program activities, conferences, seminars, training)
- **Pre-approved extraordinary activities** such as sanctioned sport services.
- **Club visits** by registered judges. (Please advise BCAS if this involves judge travel of more than 40km.)
- **Competition simulations** within your own club (no officials, scoring or ranking).
- Fulfilling the **expected/standard duties of a coach, official, athlete, volunteer, or administrator** provided the individual is duly registered and has achieved the required certification for the role.

**Unsanctioned activities** are not covered by BCAS' insurance, and participation is at the risk of the participant and Club. Securing a separate or independent insurance policy does not qualify an activity as sanctioned unless it is with the express written permission of BCAS and its insurer and/or BCAS and its insurer issue an additional insurance endorsement or extension.

Unsanctioned activities include, but are not limited to:

- Any activities **beyond regular team training within your Home Club and sanctioned BCAS competitions and events**. Any activities of this nature require pre-approval of BCAS.
- **Inter-club competitions or competition simulations** (with or without officials, scoring or feedback).
- **Open or invitation competitions in BC, Canada or out-of-country.**
- **Fundraising activities.**
- **Training or team 'bonding' activities** that involve other sports or high-risk activities (e.g., gymnastics, skiing, skating, rock climbing, etc.)
- Any virtual or in-person training that requires an **athlete to be in an inverted position** without a certified coach present.
- Participating in artistic swimming activities in a **role for which you are not registered** (i.e., a volunteer registrant is NOT covered to coach, a coach is NOT covered to judge, etc.)

If you are unsure about the status of a planned activity, please contact BCAS for guidance.

# Governance Standards

## RAMP Registration System

- 🇨🇦 CAS adopting new registration system for 2024-25
- 🇨🇦 Allow community-level registration
- 🇨🇦 Payment a local level will include and allocate PSO and NSO fees
- 🇨🇦 Customized payment options for Club, PSO, NSO (etransfer, credit cards, PayPal, cheque, etc.)
- 🇨🇦 Delayed implementation of competition registration
- 🇨🇦 BCAS decision this month!

## Waivers

- 🇨🇦 RAMP will resolve waiver issues!!!
- 🇨🇦 Comprehensive review in consultation with insurer and legal counsel

# Reminder



Any person who participates in an artistic swimming activity – including a try-it event of any duration – **MUST be registered** to have insurance coverage.

# Governance Standards



- viaSport redefining the Play Safe brand and creating a centralized hub designed for community level participants.
- Watch for expanded website content and social media campaigns.
- Bystander Intervention Training will be available on a quarterly basis.
- Now What Facilitations offerings are now expanded.
- Province of BC investing \$7.8M to create a provincial Independent Complaints Mechanism for sport



