



BOARD OF DIRECTORS MEETING MINUTES

October 1, 2018 at 7:00-9:00 pm

WELCOME AND CALL TO ORDER

RaeAnne Rose called the meeting to order at 7:03 pm.

ATTENDANCE

Voting: RaeAnne Rose, Sonja Dickinson, Elise Fagnan, Susan Kemper, Rhonda Vanderfluit

Staff: Jennifer Keith

Absent: Carol Stewart, Lisa Balcombe, Tanya Magee

Guests:

OPENING BUSINESS

1. Welcome & Approval of Agenda

MOTION: (Dickinson/Vanderfluit) to approve the Agenda as amended. Carried

2. Declaration of Potential Conflict of Interest

Kemper declared a conflict of interest with item 15 and the In Camera portion of the meeting; she will excuse herself from the call before the items are discussed.

3. Minutes from September 10, 2018 – Review & Acceptance

MOTION: (Dickinson/Fagnan) to approve the Minutes as circulated. Carried

4. Reports

The following reports were submitted and are attached:

- a. President Report

- b. Leadership Team Reports

- i. Canada Winter Games Report

ACTION: Keith and Kemper to meet with Canada Winter Games Coaches

ACTION: Keith and Kemper to develop action and contingency plan

ACTION: Kemper to advise coaches that they are expected to be at Summit representing CWG program

- ii. Leadership Team CAS Convention Report

- c. Financial Report

MOTION: (Vanderfluit/Fagnan) to approve the Reports as circulated. Carried

BUSINESS CARRIED FORWARD

5. 2018-19 Board Goal

It was agreed that the January Board Planning Meeting will include discussion on the following items: Branding, Strategic Planning, Board Development, Buy-in to Values, Focus on Doing Better, Not More, and Financial Management.

ACTION: Keith & Rose to develop agenda for January Board Planning Meeting.

6. RFD 2018-64 – Adoption of Conduct Policy

It was noted that the Conduct Policy had additional proposed changes because it was updated based on latest version of CAS Conduct Policy.

It was agreed that the section related to “Recognizing When Others Are in Conflict” is to be considered further and recommendation will be made by Governance Committee in future. In the interim, the word ‘responsibility’ will be replaced with ‘opportunity’ in the related paragraph.

It was agreed that the decision around officials’ conflict of interest to be considered by Officials Committee who will make a recommendation to the Governance Committee.

It was agreed that the section related to “Drugs, Alcohol, Tobacco, Cannabis and e-Smoking Products” will be revised to state that “Individuals will refrain from consumption of alcohol, cannabis, tobacco, or e-smoking products while engaged in a Synchro BC Activity where minors are present, except for approved adult-oriented social situations associated with Synchro BC events.”

MOTION: (Vanderfluit/Fagnan) to adopt the Conduct Policy as amended. Carried

7. RFD 2018-65 – Adoption of Discipline and Complaints Policy

MOTION: (Kemper/Fagnan) to adopt the Discipline and Complaints Policy as amended.

It was agreed that Section 10: Alignment would be updated to read “formal” discipline decision. Carried

8. RFD 2018-66 – Dispute Resolution Policy

MOTION: (Vanderfluit/Dickinson) to adopt the Dispute Resolution Policy as presented. Carried

9. RFD 2018-67 – Adoption of Appeals Policy

MOTION: (Vanderfluit/Fagnan) to adopt the Appeals Policy as presented. Carried

10. RFD 2018-68 – Adoption of Case Manager Job Description

MOTION: (Vanderfluit/Dickinson) to adopt the Case Manager Job Description as presented. Carried

11. RFD 2018-69 – Synchro BC Confidentiality Agreement

MOTION: (Vanderfluit/Kemper) to eliminate the Synchro BC Confidentiality Agreement. Carried

12. RFD 2018-70 – Age Eligibility Request Process

Deferred to November meeting.

13. Water Polo Update

Rose reported that the consultation process with Water Polo and viaSport provided an extensive exploration of the opportunity to merge two provincial organizations. The process has concluded with an agreement that, at this time, a merger is not feasible as there are too many variables and potential issues that could not be resolved. Once a new Water Polo Board is in place, the two organizations will explore opportunities to partner on initiatives and to leverage economies of scale.

14. 2018 Annual Summit Update

Board members are welcome to attend the Summit at no cost as the Board is the host of the event. Board members may be asked to introduce sessions and speakers.

ACTION: Keith to have the Events Manager set a schedule.

ACTION: Board members to advise if and when they will attend and if they will attend the banquet.

Kemper left the meeting at 9:20 pm.

NEW BUSINESS

15. RFD 2018-71 – HPD to National Team Trials

MOTION: (Vanderfluit/Dickinson) to approve a budget of \$1,750.00 to support the High Performance Director attending the 2018 CAS Senior Team Trials.

Carried

IN CAMERA

Keith provide the Board with an update on Human Resources issues.

The meeting was adjourned at 9:32 pm.

FUTURE BOARD OF DIRECTORS MEETING DATES:

October 12-14, 2018	Summit	Fortius Sport & Health
November 5, 2018	7:00 - 9:30 PM	GoTo Meeting
November 17, 2018	2:00 – 4:00 PM	GoTo Webinar
December 3, 2018	7:00 - 9:30 PM	Synchro BC Office / GoTo Meeting
January 12, 2019*	8:30 AM – 5:00 PM	TBD
February 4, 2019	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
March 4, 2019	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
April 1, 2019	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
May 2019	NO MEETING	
June 3, 2019	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
July 9, 2018*	8:30 AM – 5:00 PM	TBD
August	NO MEETING	