



BOARD OF DIRECTORS MEETING MINUTES

July 8, 2019 at 7:00-9:30 pm

WELCOME AND CALL TO ORDER

RaeAnne Rose called the meeting to order at 7:02 pm.

ATTENDANCE

Voting: RaeAnne Rose, Carol Stewart, Rosoleen Rutherford, Disa Fladmark, Lisa Balcombe, Jordan Wuest

Staff: Jennifer Keith, Susan Kemper

Regrets: Anne-Marie North, Rhonda Vanderfluit, Elise Fagnan, Tanya Magee

Guests:

OPENING BUSINESS

1. Welcome & Approval of Agenda

Balcombe requested to add BC Official Committee Chair as agenda item 14.

MOTION: (Stewart/Balcombe) to approve the Agenda as amended.

Carried

2. Declaration of Potential Conflict of Interest

No potential conflicts of interest were declared.

3. Minutes from June 3, 2019 – Review & Acceptance

MOTION: (Stewart/Rutherford) to approve the Minutes as circulated.

Carried

4. Action Items

The Action Items were reviewed in detail and updates were provided.

5. Reports

The following reports were submitted and are attached:

- a. Executive Director's Report
- b. Financial Report
- c. High Performance Report

MOTION: (Stewart/Fladmark) to accept the Reports as circulated.

Carried

NEW BUSINESS

6. 2019-2020 High Performance Plan

Kemper reported about the member club feedback and subsequent communications with Canada Artistic Swimming in relation to the proposed HP Plan. In response to the club concerns, significant revisions to Year 1 are being proposed to ensure the plan still meets our athlete development goals and viaSport requirements while focusing on coach development and the

coaching culture in BC. The goal will be to create a cohesive high performance environment in BC.

ACTION: Leadership Team to develop a formal response to the NS Clubs concerns.

ACTION: Keith to request CAS to provide a formal letter of support for the HP Plan.

7. RFD 2019-84 – Revisions to National Team Athlete Bursary

MOTION: (Stewart/Wuest) To approve the proposed amendments to the National Team Athlete Bursary guidelines as amended.

Carried

ACTION: Keith to change replace Trials Camp with Selection Camp.

ACTION: Keith to publish the updated National Team Athlete Bursary guidelines on the website.

8. Strategic Plan Framework

Keith noted that the Leadership Team was joined by Rose and North on June 28th to develop the Strategic Plan Framework. While Synchro BC has gathered a lot of information about its weaknesses and challenges over the last 2 years, this meeting focused on strengths and opportunities. The goal of the groups was to create meaningful top-level strategic goals that align with Canada Artistic Swimming's strategic direction. Keith presented the initial draft Strategic Plan Framework noting that subject to the Board's support of this direction, the next step will be for the Leadership Team to develop tactics, measurable outcomes and key performance indicators.

It was agreed that the proposed Strategic Plan Framework follows an appropriate direction for the organization.

ACTION: Leadership Team to develop tactics, measurable outcomes and KPIs and to present a more robust Strategic Plan to the Board at the September planning meeting.

9. RFD 2019-89 – Synchro BC Rebrand

MOTION: (Stewart/Balcombe) To approve the plan to rebrand Synchro BC to BC Artistic Swimming.

Carried

ACTION: Keith to arrange for the appropriate motion for consideration of the membership at the 2019 AGM.

ACTION: Keith to implement the plan to rebrand to BC Artistic Swimming.

10. RFD 2019-85 – Concussion Policy and Protocol

MOTION: (Stewart/Wuest) To adopt the CAS Concussion Policy and Protocol as presented as the standards for BC.

ACTION: Keith to publish policy on the website and advise the membership of the new policy.

ACTION: Leadership Team to develop a plan for the implementation of the policy requirements for the 2020-2021 season.

11. RFD 2019-86 – Adverse Weather Conditions Policy

MOTION: (Stewart/Fladmark) To approve the proposed Adverse Weather Policy as amended.

Carried

ACTION: Keith to amend decision-making discretion if competition has started to Chief Referee and Meet Manager and to amend pre-competition decision-making to be made by any 2 of the Executive Director, Meet Manager, or Chief Referee.

ACTION: Keith to publish policy on the website and include it as an appendix in the Technical Package.

12. RFD 2019-87 – Mandatory Respect in Sport Training for Provincial Officials

MOTION: (Stewart/Balcombe) To table RFD 2019-87 until more information is gathered.

ACTION: Inquire to CAS about shorter version that National Officials do.

ACTION: Consider having Level 1 complete Respect in Sport within a year of completing their Level 1 certification and a requirement to upgrade to Level 2.

13. RFD 2019-88 – Coach Certification Policy Updates

MOTION: (Stewart/Fladmark) To approve the recommended amendments to the Synchro BC Coach Certification Policy.

Carried

ACTION: Keith to publish the updated document on the website.

14. BCOC Chair

Lisa reported to the Board that she will be stepping down as Chair of the BC Officials Committee. She has shared the BCOC Terms of Reference with the other members of the committee asking them to send her their expressions of interest. Once this process is complete, Lisa will share the expressions of interest with the President and Executive Director for consideration and possible appointment.

The meeting was adjourned at 8:45 pm.

FUTURE BOARD OF DIRECTORS MEETING DATES:

August 2019	NO MEETING	
September 9, 2019	7:00 – 9:30 pm	Synchro BC Office / GoTo Meeting
September 28, 2019*	9:00 am – 5:00 pm	London Room, Fortius Sport & Health
October 7, 2019	7:00 – 9:30 pm	Synchro BC Office / GoTo Meeting
November 4, 2019	7:00 – 9:30 pm	Synchro BC Office / GoTo Meeting

* Full day professional development or planning meeting.