

2019 ANNUAL GENERAL MEETING

November 16, 2019 – 2:00 PM

via Electronic Means via GoTo Meeting Webinar

MINUTES

1. Welcome

At 2:02pm RaeAnne Rose welcomed the members to the 2019 Annual General Meeting and provided an overview of the highlights from the 2018-2019 season.

2. Call to Order

RaeAnne Rose called the meeting to order at 2:12 pm.

3. Confirmation of Quorum

At 2:12pm a quorum was declared with 32 voting members in attendance. In addition, 2 non-voting members from Victoria Synchro were also in attendance. The full list of attendees is attached to these minutes.

4. Introductions & Welcome

RaeAnne Rose introduced:

- Members of the Synchro BC Board of Directors: in attendance Rhonda Vanderfluit, Rosoleen Rutherford, Carol Stewart, Lisa Balcombe, Elise Fagnan, Jordan Wuest and Mandy Curtis noting that Anne-Marie North is currently instructing a Level 1 Judges' course and unable to attend.
- Synchro BC staff: in attendance Jennifer Keith, Executive Director; Tanya Magee, Sport Development Director; Susan Kemper, High Performance Director; and Disa Fladmark, Sport Services Coordinator.
- Guests: Evert Helms, Synchro BC's auditor from MNP LLP, who will present the financial statements.

RaeAnne Rose reviewed the Annual General Meeting package that was distributed in advance of the meeting which included the 2019 Annual General Meeting Agenda, Minutes of the 2018 Annual General Meeting, the 2018-2019 Audited Financial Statements, the Special Resolution to Change Synchro BC's Corporate Name, the 2019 Annual Report, and the 2019 Nomination Report.

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

5. Adoption of Agenda

MOTION: (Carol Stewart/Lisa Balcombe) To adopt the Agenda of the November 16, 2019 Annual General Meeting.

Carried

6. Appointment of Scrutineers

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

7. Acceptance of Minutes of the 2018 Synchro BC Annual General Meeting (November 17, 2018)

MOTION: (Elise Fagnan/Lisa Balcombe) To approve the Minutes of the November 17, 2018 Annual General Meeting. Carried

8. Presentation of 2018-2019 Audited Financial Statement

RaeAnne Rose invited Evert Helms from MNP LLP to present the audited financial statements. Evert Helms reported a clean audit noting that the financial statements present a fair representation of the financial position. He highlighted that Synchro BC has well managed financial records that are easily understood and commended the staff for their work in this area. As presented in the Statement of Financial Position, Evert indicated that the organization is in a good financial position with assets being in a stronger position than liabilities demonstrating that Synchro BC can appropriately cover its debts. He noted the variance in this fiscal year's accounts payable and receivable are related to financial implications left over from the prior year's hosting of the Espoir National Championships and FINA World Series events.

Evert Helms noted that, overall, the Statement of Operations is comparable to other years except that there is a new revenue stream in Capital Gaming funds and that high performance revenues and expenses were higher which is directly attributed to 2019 being a Canada Games year. He reported that the organization's net result was a deficiency but that a GST rebate covers most of the shortfall, noting that a loss of just under \$7,000 is within expected margins for an organization of this size.

MOTION: (Rosoleen Rutherford/Rhonda Vanderfluit) To accept the 2018-2019 Synchro BC Audited Financial Statements. Carried

9. Appointment of 2018-2019 Auditor

MOTION: (Rosoleen Rutherford/Elise Fagnan) To appoint MNP LLP as the Auditors for Synchro BC for the 2019-2020 fiscal year. Carried

10. Special Resolution

RaeAnne Rose advised the members that the Special Resolution requires support from two-thirds of the votes cast.

RaeAnne Rose provided context to the special resolution explaining that in 2017, with the encouragement of the International Olympic Committee, FINA, the international governing body for aquatic sports, changed the name of synchronized swimming to artistic swimming. The name change is intended to better align our sport with other artistic sports and to create more branding opportunities on an international level. In 2018, our national governing body changed its name to Canada Artistic Swimming and developed a strategy to create a unified brand across Canada with consistent imagery, branding and messaging in an effort to grow our sport. To that end, they developed consistent logos and marks for each provincial and territorial organization. To date, 6 of 11 provincial organizations have rebranded to artistic swimming and all of them are using the unified branding developed by Canada Artistic Swimming. CAS and the respective provincial

organizations are also willing and able to work with clubs to align their branding if they are interested. With many of our provincial counterparts moving forward with the rebrand, the name of artistic swimming becoming more commonplace in the sport sector, and Synchro BC's 40th anniversary looming, the Board of Directors felt that it is an opportune time for the sport to undergo a rebrand in BC.

Meghan Henrickson of Vancouver Masters Synchro asked whether clubs would be required to change their names and rebrand. Jennifer Keith responded that it is at the discretion of the club if they wish to change their names or rebrand.

MOTION: (Rhonda Vanderfluit/Carol Stewart) To adopt the Special Resolution:

1. **As a special resolution, the name of the British Columbia Amateur Synchronized Swimming Association (the "Society") be changed to British Columbia Artistic Swimming Association and in connection therewith:**
 - (a) **the Constitution of the Society be altered accordingly; and**
 - (b) **the Bylaws of the Society be amended accordingly by replacing all references to "British Columbia Amateur Synchronized Swimming Association" with "British Columbia Artistic Swimming Association".**
 2. **Any director or officer of the Society be authorized and directed for and on behalf and in the name of the Society to execute, deliver and file the Constitution Alteration and Bylaw Alteration forms to give effect to the change of name together with any additional or supporting documents that may be required for the purpose of giving effect to this resolution.**
- Carried**

With 91% of the votes cast in support of the motion, the Special Resolution passed.

11. Reports

RaeAnne Rose invited Jennifer Keith to present the Executive Directors Report.

Executive Director's Report

Jennifer Keith reported that it was a very busy year for the staff and our sport. She acknowledged the exceptional outcome of the viaSport evaluation demonstrating that the organization has made great progress in a number of areas. However, she also noted that the Synchro BC staff have completed a comprehensive gap analysis to determine areas where we can continue to be progressive with the intention of achieving higher scores in the next evaluation. She further explained that this exercise is also informing the new strategic plan that is currently in development.

To that end, Jennifer Keith reported that the Board and staff are taking stock of existing programs and services with the intention of better serving our members and seeking opportunities to create more and better opportunities for our members and our sport. With growth, however, there are challenges. Limited facilities both in number and access make the prospects of growing in existing communities a major challenge, but programs like AquaGO! will create growth opportunities in communities that cannot otherwise deliver artistic swimming programs.

Lastly, Jennifer Keith reported that Synchro BC continues to contribute to the safe sport movement in Canada. As a result of being progressive in a number of areas such as Risk Management and establishing strong coaching standards, our sport is ahead of many other sport organizations, but there remains work to be done to ensure that synchronized swimming provides a safe, welcoming and nurturing environment for all participants. Synchro BC will continue to provide education, training, programs and mentorship in this area while considering and adopting national and provincial strategies that our sector partners develop.

RaeAnne Rose invited Susan Kemper to present the High Performance Report. Due to technical difficulties, Susan Kemper was unable to connect audio to the meeting, so Jennifer Keith presented the High Performance Report.

High Performance Report

Jennifer Keith reported that the 2019 Canada Games program was successful, and Team BC was a source of pride for our sport. With the Games closing out our sport's quadrennial cycle, she reported that Synchro BC has rebranded its provincial programs as the Ignite Provincial Program. All provincial programs – Team BC, Talent Identification and Train to Train - will now fall under the banner of Ignite Gold, Ignite Silver and Ignite Prospects.

Jennifer Keith also noted that with the 2019 Canada Winter Games behind us, Synchro BC's begins a new quadrennial cycle, which will be a 6-year cycle with our artistic swimming becoming a Canada Summer Games sport. Given this change, artistic swimming will miss an entire Canada Games cycle, competing next in the 2025 Canada Summer Games in Newfoundland. Given the length of the gap, it is critical that the provincial program remains relevant and attractive to our best athletes.

Jennifer Keith reported that both Canada Artistic Swimming and our Enhanced Excellence funders and partners, viaSport and CSI Pacific, are focused on ensuring the alignment of provincial and national team programs with priority given targeted athlete benchmarking and monitoring. Jennifer Keith commented that we are fortunate to have Julie Healy, Canada Artistic Swimming's Chief Sport Officer, coming to BC to deliver a professional development session about the high performance pathway and athlete monitoring at Training Meet #2.

Jennifer Keith closed by recognizing the success of BC's 13-15 athletes who earned an invitation to the 13-15 National Team Selection camp and, in particular, to Nancy Liu of Pacific Wave Synchro who was selected to the 2019 13-15 National Team who represented Canada at the inaugural FINA Youth World Championships in Slovakia this past summer.

RaeAnne Rose invited Tanya Magee to present the Sport Development Report.

Sport Development Report

Tanya Magee reported that much progress has been made in relation to sport development over the last year, which is exciting for the growth of our sport in BC. She noted that a thorough review of the Train to Train program demonstrated that it was not maximizing its intention, so it has been revamped under the High Performance banner as the Ignite Prospects. Rather than, in-season training camps, age-eligible athletes meeting the program criteria will be invited to attend a week-

long Ignite Prospects camps in the summer with the opportunity to train alongside the Ignite Gold and Silver athletes.

In response to feedback from the members, the Regional Coach program has also been redesigned as the Regional Sport Services program offering clubs more flexibility in how they can support their provincial stream, recreation, Masters or adaptive athlete and coach development.

Tanya Magee noted that the viaSport evaluation resulted demonstrated the most progress in the area of sport development (or Sport for Life), but that she is committed to maximizing artistic swimming's potential in this area. A major gap analysis of the Sport for Life criteria has been completed and we will see more work in relation to safe sport, access and inclusion and growth in the coming months.

Finally, Tanya Magee reported that significant progress has been made in working with our coaches to develop a long list of professional development opportunities. The topics have been prioritized and Synchro BC is committed to creating more inclusive and user-friendly delivery models such as webinars.

RaeAnne Rose invited Lisa Balcombe to present the Officials Report on behalf of Christina Demiris who is instructing a Level 1 Judges' course. Due to technical difficulties, Lisa Balcombe was unable to connect audio to the meeting, so Jennifer Keith presented the Officials' Report.

Officials Report

Jennifer Keith reported that the BC Officials' Committee (BCOC) had a very busy year filling panels at all Synchro BC meets as well as sending officials to national and international competitions. Significant progress has been made in the area of officials' development with Canada Artistic Swimming creating a standardized entry-level training. This means that all Level 1 judges across Canada will now be trained and tested using the same course materials. Furthermore, Canada Artistic Swimming has created policy to regulate Level 2 judges requiring them to now re-certify every two years by re-writing the Level 2 exam. In keeping with the new Canada Artistic Swimming Screening Policy, all provincial and national officials are now required to complete police record checks.

Jennifer Keith reported that the BCOC remains committed to a positive environment among the officials' and in BC's artistic swimming community. They are further committed to creating new, more and better connections in the community and remind all clubs that BC judges are eager to visit clubs to support athlete and coach development. In relation to its own professional development, the BCOC continues to conduct regular statistical analysis of BC's judges providing them with feedback that informs readiness for higher certification and appointments to national stream competitions. The BCOC is also planning to re-introduce a judge mentorship program to help nurture new officials.

RaeAnne Rose invited and received several questions from the floor regarding Synchro BC programs.

Reconfirmation of Quorum

In advance of the Elections portion of the meeting, RaeAnne Rose asked for a reconfirmation of quorum to account for any additional attendees since the start of the meeting.

A quorum was declared with 37 voting members in attendance, and 2 non-voting members.

12. Elections

RaeAnne Rose noted that Disa Fladmark resigned from her position as Director-at-Large in September after accepting the Sport Services Coordinator position with Synchro BC. Since that time, the Board has appointed Mandy Curtis to fill the vacancy.

MOTION: (Lisa Balcombe /Rosoleen Rutherford) To approve the appointment of Mandy Curtis as Director-at-Large to fill a vacancy on the Board of Directors. Carried

RaeAnne Rose invited Mandy Curtis to address the members. Due to technical difficulties, Mandy Curtis was unable to connect audio to the meeting so RaeAnne Rose read her biography.

RaeAnne Rose reviewed the online election procedures noting that if there are any challenges for the Scrutineers to confirm the results, there may be a delay in announcing the results until such time as the votes can be validated.

RaeAnne Rose 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 and 3 Directors at Large, if required;
- Nominations will be accepted from the floor;
- Nominations from the floor will require a seconder as well as confirmation from the nominee that they are present and willing to stand for election;
- Staff will contact the nominee from the floor by phone to confirm their presence;
- Nominees will be given two minutes to introduce themselves to the membership;
- The election of the Vice-President and Directors-at-Large will be by online ballot if there are nominations from the floor, otherwise, since there are as many nominees as there are vacancies, the election will be declared by acclamation;

12.1. Election of Vice-President

RaeAnne Rose noted that Rhonda Vanderfluit was nominated in advance of the meeting and called for nominations from the floor for the position of Vice-President.

RaeAnne Rose made a second call for nominations from the floor for the position of Vice-President.

RaeAnne Rose made a third call for nominations from the floor for the position of Vice-President.

As there were no nominations from the floor, Rhonda Vanderfluit was elected as Vice-President by acclamation.

RaeAnne Rose invited Rhonda Vanderfluit to address the members.

12.2. Election of Three (3) Directors-at-Large

RaeAnne Rose noted that three nominations were received in advance of the meeting for Marina Chekunova, Elise Fagnan and Carol Stewart.

RaeAnne Rose called for nominations from the floor for the position of Director-at-Large.

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As there were no nominations from the floor, Marina Chekunova, Elise Fagnan and Carol Stewart were elected as Directors-at-Large by acclamation.

RaeAnne Rose invited Marina Chekunova to address the members. Marina Chekunova addressed the members.

RaeAnne Rose invited Elise Fagnan to address the members. Due to technical difficulties, Elise Fagnan was unable to connect audio to the meeting so RaeAnne Rose read her biography.

RaeAnne Rose invited Carol Stewart to address the members. Carole Stewart addressed the members.

RaeAnne Rose welcomed the new members of the Board and thanked the outgoing Board Members – Lisa Balcombe and Disa Fladmark – for their invaluable contributions.

In closing RaeAnne Rose asked the membership to take a moment to honour the memory of Jennifer Kryworuchko who recently passed away. Jennifer Kryworuchko served on the Synchro BC Board of Director as the Director of Finance from 2016-2017 and was also a member of the Pacific Wave club executive and a very proud synchro mom.

13. Adjournment

MOTION: (Carol Stewart/Jordan Wuest) To adjourn the meeting.

Carried

The meeting was adjourned at 3:26 pm.

2019 ANNUAL GENERAL MEETING ATTENDANCE

Voting Members

1. RaeAnne Rose	Synchro BC President
2. Rhonda Vanderfluit	Synchro BC Vice-President
3. Rosoleen Rutherford	Synchro BC Director of Finance
4. Carol Stewart	Synchro BC Director at Large
5. Elise Fagnan	Synchro BC Director at Large
6. Jordan Wuest	Synchro BC Director at Large
7. Mandy Curtis	Synchro BC Director at Large
8. Lisa Balcombe	Synchro BC Director at Large/Synchro BC Official
9. Susan Kemper	BC Aquasonics
10. Madhu Lalsinghani	BC Aquasonics
11. Tanya Magee	BC Aquasonics
12. Daniel Vasquez	BC Aquasonics
13. Alina Aref'yeva	Burnaby Caprice
14. Maria Beskromnova	Burnaby Caprice
15. Marina Chekunova	Burnaby Caprice
16. Kalista Iten	Burnaby Caprice
17. Jilian Lang	Burnaby Caprice
18. Bonnke Le	Burnaby Caprice
19. Melinda Markser	Burnaby Caprice
20. Jennifer McPherson	Burnaby Caprice
21. Bob Nixon	Burnaby Caprice
22. Amelia Petersen	Burnaby Caprice
23. Disa Fladmark	Kamloops Sunrays
24. Alyssa Jackson	Kelowna Dolphins
25. Nicole Barberie	Nanaimo Diamonds
26. Lisa Rapton	Nanaimo Diamonds
27. Heather Strong	Nelson Reflections
28. Thea Berretta	Pacific Wave Synchro
29. Deborah Broadhurst	Pacific Wave Synchro
30. Kelly Cameron	Pacific Wave Synchro
31. Patricia Paez-Hutt	Pacific Wave Synchro
32. Huriye Sefayi	Pacific Wave Synchro
33. Deb Sider	Pacific Wave Synchro
34. Rachel Tan	Pacific Wave Synchro
35. Zara Herbert	Pacific Wave Synchro
36. Angela Wang	Synchro BC Official
37. Erin Connors	Vancouver Masters Synchro
38. Meghan Henrickson	Vancouver Masters Synchro

Non-Voting Members

39. Claire Lambert-Wilson	Victoria Synchro
40. Darlene McDonagh	Victoria Synchro

Staff

41. Jennifer Keith	Executive Director & Scrutineer
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Guests

42. Evert Helms	Auditor, MNP LLP
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