



BOARD OF DIRECTORS MEETING MINUTES

April 6, 2020 at 7:00-9:30 pm

WELCOME AND CALL TO ORDER

RaeAnne Rose called the meeting to order at 7:00 pm.

ATTENDANCE

Voting: RaeAnne Rose, Rosoleen Rutherford, Rhonda Vanderfluit, Elise Fagnan, Anne-Marie North, Marina Maliapen, Mandy Curtis, Carol Stewart, Jordan Wuest
Staff: Jennifer Keith, Susan Kemper, Tanya Magee
Regrets:
Guests:

OPENING BUSINESS

1. Welcome & Approval of Agenda

MOTION: (Stewart/Rutherford) to approve the Agenda as circulated. **Carried**

2. Declaration of Potential Conflict of Interest

No conflicts of interest were declared.

3. Minutes from January 20, 2020 and March 12, 2020 – Review & Acceptance

MOTION: (Stewart/North) to approve the Minutes as circulated. **Carried**

4. Round Table

Rose created the opportunity for each member of the Board and staff to share any information that they've acquired through their community, club, professional or personal life that may help the group to understand the current climate or support tonight's decision-making.

It was noted that COVID-19 will likely continue to impact day-to-day lives into the Fall so the viability of the season will be in question. It was also noted that some funding organizations are increasing granting efforts to support community needs, however, it is expected that government and charitable giving will be affected in future years based on current spending in response to the pandemic.

Elise Fagnan left the meeting at 7:23 pm.

5. COVID-19 Risk Assessment

Insurance Update

Keith reviewed the meaning of suspended activities that was shared with the Club Presidents during their meeting of March 26, 2020 noting that pools and facilities reopening is not the trigger for clubs to resume in-person operations. BCAS must lift the suspension of all in-person artistic swimming activities and notify its members of same before any club can resume activities. Clubs were further notified that in-person activities are in contravention of a BCAS ruling and insurance coverage would not be available for any such activities.

Keith reported that she consulted with our insurance carrier to confirm coverage for online or remote training activities. Coverage for these activities was approved, however, clubs have been advised that activities should not extend beyond regular training activities and reasonable caution should be exercised when sharing online activities and challenges to avoid negligence or the promotion of activities that may cause injury.

Keith advised that insurance underwriters are assessing newly emerging risks, particularly for policies that might include pandemic exposures. As such, all new renewals and policies must include a Contagion Exclusion. Sport policies will include exposures related to contagion within crowds which was presented to the Board. BCAS' insurance underwriter has also suspended all travel policies until further notice.

RFD-2020-107 – 2020 Jean Peter Provincial Championship - WITHDRAWN

Keith reported that since distributing the meeting package, the Nanaimo Aquatic Centre announced that its facilities would be closed through to May 30 and cancelled BCAS' permit for the event.

ACTION: Keith to notify membership of Jean Peters cancellation.

Program Updates

AquaGO! – Keith noted that clubs have been advised that AquaGO! is a great program to support sport development and growth once activities resume. With the support of the WISE Fund, BCAS has some funds to support the development of AquaGO! Instructors in BC, and particularly in northern BC.

Regional Sport Services – The Regional Sport Services program has been closed for the season with all approved external sport services requests completed and half of the club visits completed.

BC Games – As the impact of COVID-19 continued to change, staff developed multiple contingency plans to manage the BC Games trials and event. Staff made created plans for alternate trials event and inquired to the BC Games Society about the ramifications of not following the processes outlined in the technical package and of artistic swimming potentially not participating in the 2020 Games if they proceeded. The Games are now cancelled so the plans are not needed. Magee is exploring options for amending the 2022 technical package to create opportunities for athletes who are affected by the canceled Games to be eligible to compete in the 2022 Games.

ACTION: Magee to draft revisions to the technical package for the consideration of the BC Games Society.

Ignite Provincial Programs – With the SYNC competition is cancelled and all facilities closed indefinitely, the remainder of the 2020 Ignite program will be cancelled. Gold and Development athletes will be refunded fees and Private Athletic Training and travel subsidies will be issued. The Prospects program is also cancelled. At this time, the 2020-21 Selection Camp will be postponed until October and all programs will run following a similar delivery model to the

2019-20 program. Staff propose hosting a province- and ability-wide camp once facilities are open and sport participation resumes.

Communications – Collectively, CAS, BCAS and the Coaching Association of Canada recognize an opportunity to focus on coach development during the closure. CAS has provided free access to artisticswimmingcoach.ca for all artistic swimming coaches in Canada until the end of June. BCAS and CAS have ramped up their social media presence and BCAS has made its GoTo Meeting account accessible to coaches to facilitate ongoing team meetings to ensure continued connections for the remainder of the season. CAS will be launching a Social Media Working Group to create opportunities for collaboration among members; Magee will represent BCAS on the working group. BCAS has an ongoing schedule of meetings with coaching in the coming month – a COVID-19 update for Club Head Coaches on April 6, the Year End Meeting in June and meetings related to EVOLVE.

BUSINESS CARRIED FORWARD

6. EVOLVE - Culture Renewal Update

Keith reported that all contracts related to the EVOLVE project have been fully executed and funds distributed by March 31 per Sport Canada requirements. Researchers at Ottawa U applied to their Ethics Board by April 1st for authority to conduct research for the project and it was determined that the project is considered an evaluation, so authorization is complete. The pre-intervention surveys will be ready for distribution within 2 weeks. New History Consulting has distributed the BCAS Board survey to initiate the discovery phase and Board members are reminded to complete the survey as soon as possible. Keith also presented the communications plan that continues to evolve based on the changing climate. Keith noted that EVOLVE will positively impact the current budget by \$16,095 plus cover the costs of other facilitated work. Year 2 funds will be available in September.

7. BCAS Summit Recommendations

Keith referenced previous meetings where the effectiveness of the annual summit delivery model was discussed. She reported that staff has been considering this for some time recognizing that the current centralized format is not successfully meeting the needs of all member groups – athletes, coaches, officials and club executives. The staff propose a decentralized model where events that focus on specific member groups maximize their respective experiences. Keith presented the proposed model noting that further discussion would be scheduled for the May Board meeting.

ACTION: Keith to add Annual Summit to the May Board meeting agenda.

8. Reports

The following reports were submitted and are attached:

a. 2019-2020 Revised Budget Projections

Keith presented the revised budget projections that consider the impact of the cancellation of competitions and programs due to COVID-19. She also noted that status quo core funding from viaSport has been confirmed with 50% of the funds being available in April and the remaining 50% in September. This new funding model is to support PSOs during the

COVID-19 pandemic and will require each PSO to present their revised programming and delivery plans to viaSport in advance of the second instalment being approved.

b. **Financial Report**

It was noted that BCAS will apply for its 2020-21 Community Gaming as soon as possible to ensure our application is considered early, however, Gaming has not confirmed if funding will be affected by the pandemic.

Keith will continue to explore the viability of the COVID-19 federal emergency programs to ascertain if BCAS qualifies.

Keith noted that the current reporting of account balances is rather confusing as it considers the amalgamation of accounts and the transition to RBC. It will be clearer going forward with reports on the RBC General and Gaming accounts and a separate reporting for restricted funds. Rose advised the Board that the Finance Committee opted to not reinvest funds in a Term Deposit noting that if we keep a balance of \$75,000 in our account, monthly banking fees are waived which is a much more significant benefit than the interest that was earned on the term deposit.

NEW BUSINESS

9. **CAS Convention Update**

Keith reported that the CAS Convention is currently scheduled for September 18-20, 2020 in New Westminster at the Anvil Centre and Inn at the Quay and will replace the BCAS Annual Summit. The event theme will focus on culture change piggybacking on BCAS' EVOLVE project. Saturday evening will include the CAS Awards Gala during which BCAS will honour some of its members kicking off our 40th Anniversary celebrations. An AquaGO! Instructor and Competition Development course will also run during the event. Some of the EVOLVE funds will support BCAS members' participation but Keith and Jackie Buckingham will be working together to develop an appropriate revenue generation model. Given the current climate, the viability of the event is unknown, but Keith and Buckingham will set a drop dead date for determining if the event will proceed. They will also develop an agenda that can be delivered in person or through an online platform in case the event is unable to proceed as planned.

Susan Kemper and Tanya Magee left the meeting.

IN CAMERA

HR Update

Keith presented various Human Resources updates in relation to all staffing position.

Keith left the meeting to allow the Board to discuss Human Resources issues.

Keith rejoined the meeting.

Vanderfluit and Wuest left the meeting declaring a conflict of interest in relation to the reimbursement of registration fees.

MOTION: (Curtis/Stewart) To refund clubs the fees paid to upgrade the registration of Recreation athletes to Limited Competitive.

Carried



ACTION: Keith to distribute the refunds as appropriate.

MOTION: (Stewart/Rutherford) To refund Masters' clubs the fees paid to upgrade the registration of Recreation athletes to Competitive. **Defeated**

The meeting was adjourned at 10:07 pm.

FUTURE BOARD OF DIRECTORS MEETING DATES:

May 4, 2020	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
June 1, 2019	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
July 6, 2019	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
September 14, 2020	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
October 5, 2020	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
November 2, 2020	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting