

BOARD OF DIRECTORS MEETING MINUTES

June 1, 2020 at 7:00-9:30 pm

WELCOME AND CALL TO ORDER

RaeAnne Rose called the meeting to order at 7:01 pm.

ATTENDANCE

Voting: RaeAnne Rose, Rosoleen Rutherford, Rhonda Vanderfluit, Anne-Marie North, Marina Chekunova, Mandy Curtis

Staff: Jennifer Keith, Tanya Magee

Regrets: Elise Fagnan, Carol Stewart, Jordan Wuest, Susan Kemper

OPENING BUSINESS

1. Welcome & Approval of Agenda

MOTION: (North/Curtis) to approve the Agenda as circulated. Carried

2. Declaration of Potential Conflict of Interest

No conflicts of interest were declared.

3. Minutes from April 6, 2020 – Review & Acceptance of In-Camera Minutes

MOTION: (Curtis/Rutherford) to approve the In-Camera Minutes as circulated. Carried

Minutes from May 4, 2020 – Review & Acceptance

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

4. Action Items

The Action Items were reviewed. Keith noted that Vanderfluit had now completed her Respect in Sport training and Chekunova has begun her training. She further noted that she is waiting for the Commit to Kids licenses so board and staff can proceed with required training.

5. Reports

The following reports were submitted and are attached:

a. President's Report

Rose provided an update on the Canada Artistic Swimming Bylaws Review process.

Tanya Magee joined the meeting at 7:09 pm.

b. Executive Director's Report

Keith referred to the report submitted with the meeting package noting she had no additional items to present.

c. Financial Report

Keith reviewed the Financial Report that was included with the meeting package and the financial projections for fiscal 2020-21.

d. Sport Development Report

Magee reported that 23 of 25 coaches who qualified for the subsidized AquaGO! Instructor training were registered for the CAS online courses. She noted that the Coach Development webinar series presented by BCAS was well received in BC and across Canada and that a fourth session was added focusing on coaching adaptive artistic swimming.

MOTION: (Curtis/Vanderfluit) To accept the Reports as presented.

Carried

Rosoleen Rutherford left the meeting at 7:34 pm.

BUSINESS CARRIED FORWARD

6. COVID-19 Risk Assessment Update – Return to Sport Guidelines

Noting that the Board of Directors will be responsible for approving BC Artistic Swimming's Return to Sport Guidelines, Keith provide a summary of the provincial guidelines published by viaSport and approved by the Ministry of Health. She provided further updates from the LifeSaving Society with regards to the reopening of aquatic facilities in BC, reviewed the National Aquatics Return to Safe Sport Principles, and the expected timeline and content of the CAS Return to Artistic Swimming Guidelines.

Keith provided an update on insurance implications of the contagion exclusion and discussed liability issues related to return to sport. She also reviewed information gleaned from Sport Law & Strategy Group with regards to the use of waivers and forms to protect BCAS and its clubs.

Keith presented updated information in relation to government funding programs including the Canada Emergency Wage Subsidy (CEWS), Canada Emergency Commercial Rent Assistance (CECRA) and the Heritage Canada Emergency Fund.

Keith outlined the steps required to produce BCAS' Return to Artistic Swimming Plan including the formation of a Technical Leaders Working Group to determine appropriate training activities and a Return to Sport Working Group to support the development of the RTS plan. The plan and its implementation will need to include training of all members in its implementation and support for Clubs to create their own safety plans.

ACTION: Keith to develop a Return to Sport work plan.

ACTION: Keith to consult with BCAS' insurance carrier about options to protect the organization and its members from exposure related to contagion.

ACTION: Keith to consult with the BCAS insurance carrier about expanding its Directors & Officers insurance coverage to include clubs.

ACTION: Keith to activate the Technical Leaders Working Group.

Tanya Magee left the meeting at 9:46 pm.

7. EVOLVE Project Update

Keith advised that BCAS' ability to deliver EVOLVE in the way it was intended is contingent on the return to sport plan and an uninterrupted 2020-21 season. It will be impossible to know if all components of the program can be delivered as planned until the fate of the upcoming season

is determined. She reported that she met with the CCES and Sport Canada to discuss adapting aspects of program delivery affected by the pandemic. The requested changes have been submitted to Sport Canada in writing and are awaiting their response.

Despite the need to adapt components of the program, progress has been made with coach and club engagement interventions. The Growth Mindset webinar series is now complete, and Magee will work with a group of coaches over the summer to further discuss its application. The Year End Club Meeting will include sessions about True Sport and Introduction to Conflict Management and the initial surveys for the Advance Coach program are ready for distribution to the national stream clubs and coaches.

Rose provided a summary of observations gleaned from 10 meetings with individual club presidents. Rose and Keith hope to complete the remaining 6 meetings before the next meeting.

ACTION: Keith to continue to work with the CCES and Sport Canada to adapt program delivery as needed.

ACTION: Rose and Keith to complete the club president's meetings.

8. BCAS Summit Remodel

Keith noted that the Leadership Team has discussed the 2020 Summit format and will present recommendations to the Board during the July meeting.

ACTION: Leadership Team to draft 2020 Summit delivery model for presentation to the Board during the July meeting.

Marina Chekunova left the meeting at 10:03 pm.

NEW BUSINESS

9. 2020-21 Draft Budget

Rose reported that the Finance Committee opted to approach the initial draft of the 2020-21 budget by presenting two scenarios – one that assumes a status quo with approximately 90% of activities proceeding and one that assumes a base operating budget whereby virtually no programming is realized and government funding is the primary revenue source for the fiscal year. Keith presented the draft budgets and assumptions made in both scenarios.

ACTION: Keith to update the budget to add expenses related to the AquaGO! in-person training activities and to increase communications and marketing expenses allowing for increased communication activities related to Return to Sport planning, training, and education.

ACTION: Keith to ask viaSport if there are implications to program funding not being used in the fiscal period.

ACTION: Keith to draft an interim quarterly budget (July, August, September 2020) for presentation to the Board during the July meeting as it is difficult to currently assess a full year budget.

Rose noted that the Board usually holds a 1-2 day planning meeting in lieu of the July meeting but with the uncertainty of the upcoming season and restrictions on gathering and travel, the meeting would not



proceed in this format. It was agreed that multiple 1-2 hour meetings will be scheduled to review and discuss the BCAS Return to Play Guidelines.

The meeting was adjourned at 10:26 pm.

FUTURE BOARD OF DIRECTORS MEETING DATES:

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