



BOARD OF DIRECTORS MEETING MINUTES

March 1, 2021 at 7:00 pm

OPENING BUSINESS

1. WELCOME AND CALL TO ORDER

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

2. LAND ACKNOWLEDGEMENT

Ann Stirrat acknowledged the unceded territory of the Coast Salish Peoples including the Musqueam, Squamish, and Tsleil-Waututh on whose land she is joining the meeting.

ATTENDANCE

Voting: RaeAnne Rose, Rhonda Vanderfluit, Ann Stirrat, Elise Fagnan, Anne-Marie North, Carol Stewart

Staff: Jennifer Keith, Tanya Magee

Regrets: Meng Chen, Mandy Curtis, Marina Chekunova

3. Approval of Agenda

MOTION: (Stewart/Stirrat) to approve the Agenda as presented. Carried

4. Declaration of Potential Conflict of Interest

Rhonda Vanderfluit identified a conflict of interest with Item 13: RFD 2021-146 – Coach Certification Policy Amendments and abstained from voting.

5. Minutes from Previous Meetings – Review & Accept

MOTION: (Stewart/Vanderfluit) to approve the minutes from December 7, 2021 as circulated. Carried

MOTION: (North/Stirrat) to approve the minutes from January 31, 2021 as circulated. Carried

MOTION: (Stewart/Vanderfluit) to approve the minutes from February 6, 2021 as circulated. Carried

6. Action Items

Rose referred to the action items and updates in the meeting package.

7. Reports

a. President's Report

No report presented.

b. Executive Director's Report

Keith indicated that she had nothing to add to her written report and asked North to provide the Board with her perspective on the True Sport Activation Workshop.

North reported that the True Sport Activation Workshop created a solid opportunity to develop key messages and activations strategies targeting the BCAS membership. She noted that there is still a lot of work needed to engage members and build recognition of True Sport, its meaning, and the principles which is needed for it to become embedded in our culture.

ACTION: True Sport Activation Workshop participants to meet to finalize the True Sport Communications Plan.

c. Finance Report

Stirrat reported that the statements presented in the package are the first to be run from the new QuickBooks Online set up.

Stirrat noted that in future reports, we will include month-to-date and year-to-date comparables. She also highlighted that the deferred revenue from last fiscal has yet to be reclassified to the current fiscal year in QuickBooks. The actual year-to-date net income is \$167,000 rather than the \$109,465 reported. The reporting structure is still in development and the Board will see progression in the level of reporting in the coming months.

Stirrat also reported that future reporting will involve a process that properly closes all month-end transactions and reconciliations before reports are prepared. The monthly reports will be presented to the Finance Committee by the third week of the month for review and approved by the Board at the subsequent meeting. This means we will be reporting a month in arrears at Board meetings, however, Keith will still present budget projections on a monthly basis.

Keith reported that in addition to the information presented in the report, all T4As have been filed for the 2020 tax year and distributed to the recipients.

ACTION: Stirrat and Keith to continue to work with the bookkeeper to finalize the reporting structure.

d. Sport Development Report

Nothing to add to the written report.

e. High Performance Report

Nothing to add to the written report.

MOTION: (Vanderfluit/Stewart) to accept the reports.

Carried

BUSINESS CARRIED FORWARD

8. COVID-19 Risk Assessment Updates

a. Video Review Panel

Keith reported that following the judging of routine submissions at NS Provincial Qualifier, judges were concerned about several videos in which athletes were not distanced in compliance with the public health order. It was confirmed that judging compliance with public health orders is not an expectation of officials rather it is the responsibility of the BCAS Board. As such, Keith asked the Board to help identify a list of potential volunteers to form a Video Review Panel for the upcoming NS Provincial Championships. It was agreed that the Chief Referee should be part of the panel.

ACTION: Keith to contact the identified candidates to form a Video Review Panel that will meet to review videos in advance of NS Provincial Championships judging.

b. PS Competitions

Keith noted that she did not anticipate that any provincial restrictions would be lifted prior to mid-April at the earliest and staff have been unable to secure pool space for the 2021

competition season. The 2020-2021 Provincial Competition Plan identified March 1, 2021 as the decision deadline to determine the format of the remaining competitions.

MOTION: (Stewart/Cantner) that the remaining competitions scheduled for the 2021 season – Mable Moran Provincial Qualifier, and Jean Peters Provincial Championships – be hosted by virtual means. **Carried**

ACTION: Keith to notify all clubs of the decision for all 2021 competitions to be virtual.

ACTION: Keith to set up a meeting with PS clubs to discuss the technical guide and scoring plans for the Mable Moran competition.

9. Strategic Plan Engagement Update

a. RFD 2021-144 – Acceptance of 2020-2026 Strategic Plan

MOTION: (Stewart/Vanderfluit) to approve the 2020-2026 Strategic Plan as a living document that will undergo regular review and updates as needed. **Carried**

ACTION: Keith to work with Curtis to finalize the design of the summary version of the 2020-2026 Strategic Plan.

ACTION: Keith to publish the new strategic plan documents on the BCAS website.

ACTION: Keith to implement the communication strategy that includes a preliminary presentation of the new Strategic Plan during the Year-End Meeting followed by a full roll out that coincides with the 2021 Annual Summit.

10. EVOLVE Update

Keith noted that activation plans for BCAS have been moving forward with the Board planning sessions. She is now working with the facilitators to implement the club-/member-specific activations. Keith noted that she is pleased with the outcomes so far despite the project not being implemented as designed due to the pandemic limitations. She is confident that Sport Canada will recognize that outcomes were impacted by the pandemic and noted that the proposal indicated that culture change takes more than 18-24 months and it will be a long-term initiative that continues beyond the life of the Sport Canada funding.

Keith also reported that viaSport reached out to learn more about the EVOLVE Initiative and our progress. They have committed to creating opportunities for sharing our outcomes, findings, and results with other PSOs in BC.

ACTION: Keith to finalize EVOLVE activation plans.

11. CAS Coach & Staff Training – Provincial Roll-Out

Stewart suggested that the CAS educational program may be beneficial to coaches, particularly those who aspire to coach national programs if CAS has expectations of such training being mandatory for national coaches. There is concern that some of the training was developed to address specific National Team issues that may not have the same relevance in clubs or in BC. Keith suggested that a couple of the sessions such as Psychological Abuse Emphasizing Body Shaming and Mental Health Awareness Training might be timely and relevant to our membership based on information that NS coaches have been sharing, however, rolling out the rest of the sessions should be considered when CAS announces its plans for provincial engagement.



ACTION: Keith and Rose to update the Board when CAS provides more information about the provincial roll-out.

NEW BUSINESS

12. RFD 2021-145 – BCOC Terms of Reference Amendments

MOTION: (Stewart/North) to approve the proposed amendments to the BC Officials Committee Terms of Reference as amended. **Carried**

North inquired if there is a need for BCOC members to be active which would allow retired officials to remain involved with the committee. There was discussion about the proposed language and intention to allow officials and/or members with specific skills to be members of the committee.

ACTION: Remove “active and”, as well as the designation that members must be registered as an official. Add a statement that preference will be given to officials who are active and/or bring a special skill set to the committee.

13. RFD 2021-146 – Coach Certification Policy Amendments

Vanderfluit declared a conflict of interest and abstained from the vote.

MOTION: (Stewart/Vanderfluit) to approve the proposed amendments to the BCAS Coach Certification Policy as presented. **Carried, 1 Abstention**

The meeting was adjourned at 9:07 pm.

FUTURE BOARD OF DIRECTORS MEETING DATES:

April 12, 2021	7:00-9:30 pm	Zoom
May 3, 2021	7:00-9:30 pm	Zoom
June 7, 2021	7:00-9:30 pm	Zoom
July 10-11, 2021	TBD	Board Planning Meeting
September 13, 2021	7:00-9:30 pm	Zoom
October 4, 2021	7:00-9:30 pm	Zoom
November 1, 2021	7:00-9:30 pm	Zoom
November 2021	TBD	Annual General Meeting