

# BOARD OF DIRECTORS MEETING MINUTES

November 1, 2021 at 7:00 pm

## ATTENDANCE

Voting: RaeAnne Rose, Rhonda Vanderfluit, Ann Stirrat, Anne-Marie North, Mandy Curtis, Carol Stewart, Marina Chekunova  
Staff: Jennifer Keith, Tanya Magee  
Regrets: Elise Fagnan  
Guests: Lexy McLeod (MNP), Sarah Fitzpatrick (Miller Thomson LLP)

Prior to the meeting being called to order, the Board met with Lexy McLeod of MNP who presented the draft 2020-2021 audited financial statements and Sarah Fitzpatrick from Miller Thomson LLP to discuss amendments to the BC Artistic Swimming Bylaws.

## OPENING BUSINESS

### 1. CALL TO ORDER

RaeAnne Rose called the meeting to order at 8:45 pm.

### 2. LAND ACKNOWLEDGEMENT

Vanderfluit acknowledged that she is joining the meeting from the traditional territory of the Musqueam, Squamish and Tsleil-Waututh Nations where she is fortunate to live, work and play.

### 3. Approval of Agenda

**MOTION:** Stewart made a motion to approve the Agenda, as circulated.

### 4. Declaration of Potential Conflict of Interest

North and Rose identified potential conflicts of interest in relation to the discipline matters addressed in the Executive Director's Report.

### 5. Minutes from Previous Meetings – Review & Accept

**MOTION:** Stewart made a motion to approve the minutes from July 12, 2021, as circulated.

**MOTION:** Vanderfluit made a motion to approve the minutes from September 26, 2021, as circulated.

### 6. Action Items

Keith referred to the action items and their updates in the meeting package.

### 7. Reports

#### a. Presidents Report

No report.

#### b. Executive Director's Report

It was recognized that multiple disciplinary items outlined in the report is a reflection that the culture is shifting, and members know how and are willing to come forward with issues, concerns, and complaints.

Keith advised the Board that she received a letter from an insurance adjuster in relation to BCAS notifying them of the CAS Class Action Lawsuit in early 2021. The letter referenced the extend

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of BCAS' coverage in relation to matters arising from the lawsuit and/or potential claims within BC. No claim has been opened but the insurer is aware of potential claims in relation to this matter.

**c. Finance Report**

Stirrat referred to the report presented in the meeting package noting that the accountant full reversed the deferred contributions from last fiscal at the start of the year resulting in increased revenues for the period. It was noted that the ED Projections on the budget report was not updated.

**ACTION:** Keith to update the ED Projections and redistribute the updated file to the Board.

**d. Sport Development Report & High Performance Report**

Vanderfluit noted that she attended the National Team Development Camp in Surrey as part of their medical support team. She reported that CAS developed a good process for medically clearing athletes that BCAS should consider for its Ignite Program. She noted that from what she observed, the camp was very successful and the HP Mentorship Program seemed to be benefitting from the experience.

**BUSINESS CARRIED FORWARD**

**8. COVID-19 Risk Assessment Update**

It was noted that the recently published Public Health Order creates challenges for BCAS in relation to ensuring the safety of participants during in-person competitions. Several other sports have implemented stronger policy than the provincial standards requiring all participants to show proof of vaccination to participate. The Board discussed its duty of care to ensure the safety of all members.

**MOTION: (North/Vanderfluit) that all BC Artistic Swimming members 12 year of age and older must be fully vaccinated by December 13, 2021 to attend any in-person artistic swimming activities.**

**Carried**

**ACTION:** Keith to advise the membership of the change in policy.

**9. EVOLVE Update**

No update.

**NEW BUSINESS**

**10. RFD 2021-167 – Approve the 2020-2021 Audited Financial Statements**

Deferred pending final amendments to the statements.

**11. RFD 2021-168 – Adoption of Revised Volunteer and Screening Policy**

**MOTION: (Stewart/Curtis) to proposed changes to the BCAS Volunteer and Screening Policy, as presented.**

**Carried**

**ACTION:** Keith to post a clean copy of the policy on the BCAS website.

**12. RFD 2021-158 – Amendments to Coach Certification Policy**

**MOTION: (Stewart/Curtis) to approve the proposed amendments to the BCAS Coach Certification Policy as presented.**

**Carried, 2 Abstentions**

**ACTION:** Keith to post the revised policy on the website.

The meeting was adjourned at 10:02 pm.