

BOARD OF DIRECTORS MEETING MINUTES

March 4, 2024 at 7:00 pm

ATTENDANCE

Voting: Mandy Curtis, Ling (Christina) Jiang, Ann Stirrat, Anne-Marie North, Dana Xu, Edward Fan, Carol Stewart, Robin Bennu (late)

Staff: Jennifer Keith, Tanya Magee

Regrets: Cybil Nomura

1. CALL TO ORDER

Curtis called the meeting to order at 7:04 pm.

2. LAND ACKNOWLEDGEMENT

North recognized that she is privileged to join the meeting from the traditional and unceded territories of the Coast Salish People including the Musqueam, TsleilWaututh, Squamish and Sto:lo. She shared a photo of Elizabeth Phillips who is the last fluent speaker of the Halq'eméylem language in the entire Sto:lo Nation and her efforts to work with linguists at Simon Fraser University to share the language so it can be preserved for future generations.

3. APPROVAL OF AGENDA

MOTION: Stewart made a motion to approve the Agenda as presented.

4. DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

North declared a potential conflict with agenda item 14 as she is one of the recommended signing officers.

Jiang declared a potential conflict with agenda item 14 as she is one of the recommended signing officers. She also declared a conflict of interest with item 15.

Xu declared a conflict of interest in relation to item 15 in so far as it relates to the Aquasonics Artistic Swim Club.

Fan declared a conflict of interest in relation to item 15 in so far as it relates to the Pacific Wave Artistic Swim Club.

5. MINUTES FROM PREVIOUS MEETINGS – REVIEW & ACCEPT

MOTION: Stirrat made a motion to approve the minutes from February 5, 2024.

6. MINUTES FROM PREVIOUS IN-CAMERA MEETING – REVIEW & ACCEPT

MOTION: Stirrat made a motion to approve the in-camera minutes from February 5, 2024.

7. ACTION ITEMS

Keith referred to the action item included in the meeting package noting that she has updated the erroneous expiry dates related to Respect in Sport certification.

8. REPORTS

a. PRESIDENT'S REPORT

Curtis referred to the report presented in the meeting package. She attended a CAS Presidents' meeting on February 7, 2024. There was discussion about the World Championships in Doha as it affected Team Canada's 2024 Olympic Qualification which has since been confirmed. There was also discussion about the upcoming National meets. Members of the Senior National Team will be holding a training camp in Winnipeg during the National Qualifier, creating meet and greet and engagement opportunities with athletes attending the competition. CAS will also be hosting a one-day Junior National Team Selection event to coincide with the National Qualifier. One BC athlete, Chiu Tung (Lucy) Zhou of Pacific Wave has been invited to the camp.

b. EXECUTIVE DIRECTOR'S REPORT

Keith reported that today the Minister of Tourism, Arts, Culture, and Sport announced one-time provincial funding for the sport sector of \$10 million. Two million will be allocated to the BC Games Society, \$300,000 to the Senior Games (55+) and \$7.7 million to viaSport to allocate within the sport sector. The funding is intended to help alleviate affordability pressures so sport organizations can continue delivering high-quality sport programming. Details about funding allocations are being determined and we will receive a one-time lump sum payment. Core and enhanced excellence funding for 2024-25 will remain status quo.

Keith advised that she and Curtis met with a representative of the City of Kamloops to discuss the permit and balance due in relation to the cancelled Pacific Peaks Provincial Championships. While there are some unrecoverable expenses that will be charged to BCAS, the city will forgive the bulk of the facility rental costs. There was also a constructive conversation about strategies to secure future permits more efficiently.

Keith noted that registration numbers remain a concern and that viaSport had not reached out discuss the status of our growth in February as expected.

ACTION: Keith to reach out to viaSport to set up a meeting to discuss the registration threshold.

ACTION: Keith to reach out to members to ensure everyone in the clubs is duly registered and to encourage clubs to host Bring a Friend or Try-It sessions and to promote Watershows outside our community to promote the sport.

c. FINANCE REPORT

Stirrat referred to the Finance Report in the meeting package which provides an update on several grants. She highlighted that BCAS will not lose the Hosting BC funds related to the cancelled Pacific Coast Provincial Qualifier and Pacific Peaks Provincial Championships rather they will be deferred to next year's events. She noted that in a recent media release, CAS shared that it received \$345,000 in funds from the Community Sport for All Program to support inclusive initiatives across Canada. There are 33 initiatives planned across Canada of which 5 will be in BC. She also noted that the Community Gaming Grant accepts applications between March 1 and May 31 each year. BCAS will be required to complete the long form this year which requires extra work and fresh data for the Gaming Branches' consideration.

With reference to the monthly budget report, Stirrat noted that revenues and expenses are down due to the cancellation of the PPPC competition. She also noted an unexpected increase in audit services fees which are a one-time increase for all audits in Canada to reflect changes to auditing standards. This work will roll forward and the information will be used for future years. She advised that the Finance Committee

discussed the high cost of the audit and will be exploring whether it is reasonable to move from an annual audit to a review engagement given BCAS' operating budget. The concern is ensuring that the organization continues to align with viaSport and CAS standards.

ACTION: Finance Committee to explore feasibility of reducing audit requirements and cost.

d. DIRECTOR OF SPORT REPORT

Keith referred to the report presented in the meeting package highlighting that there are still vacant BC Games coach positions and staff are continuing to directly recruit coaches. She also noted that the Kelowna Dolphins will be the second site of the AquaGO! initiative for the Community Sport for All grant. She advised that BCAS continues to struggle with securing aquatic facilities but that a meeting with the club and facility in Victoria provided a rapid confirmation of pool time for a Team BC Summer Camp.

BUSINESS CARRIED FORWARD

9. CLUB OPERATIONS POLICY UPDATE

Keith referred to the Club Operations Policy tracking sheet provided in the meeting package and advised that the new information highlighted will be addressed in upcoming agenda items.

10. RFD 2024-237: VANCOUVER MASTERS SYNCHRO COP EXEMPTION

MOTION: (Stirrat/Stewart) to approve Vancouver Masters Synchro's request for an exemption to the Club Operations Policy, Clause 10 for the 2023-2024 season provided the club executive signs a waiver indicating that they understand and accept the risk of not carrying Directors & Officers Insurance and will accept responsibility for any costs and/or damages that result from legal action against the club that is not covered by the BCAS Non-Profit Directors and Officers Insurance (D&O Lite). Defeated

It was noted that clubs that accept multi-year coverage can access a discounted rate.

It was agreed that D&O insurance is important and the potential exposure to members of club executives is a risk that needs to be mitigated. It was agreed that although the exemption is not granted that BCAS will lend temporary financial support to the club, if necessary, provided the club agrees to increase fees for the 2024-2025 season at a rate that covers the loan repayment and the 2025 D&O Insurance renewal costs.

ACTION: Keith to communicate the decision of the Board to VMS.

11. COMMITTEE APPOINTMENTS

Keith presented the various Committee appointment requests submitted by Board Members. Xu shared her committee interests with the Board.

ACTION: Keith to update the Committee lists on the BCAS website.

ACTION: Keith to advise the BCOC of Fan's interest in the Statistics Coordinator & Analyst position.

ACTION: Staff to activate the various committees as appropriate.

NEW BUSINESS

12. MEMBERS OPERATIONS POLICY & GOVERNANCE CODE AUDIT

Keith referred to the Members Operations Policy (MOP) and Canadian Sport Governance Code (CSGC) Audit compiled by the CAS consultant. She noted that BCAS is in a good position to continue to demonstrate full compliance with the MOP. Although there are some gaps in BCAS' compliance with the

Canadian Sport Governance Code, only NSOs are required to demonstrate compliance by April 2025 to maintain Sport Canada funding. Neither Sport Canada nor viaSport have determined if PSO compliance with the CSGC will be required.

Keith will be meeting with the CAS contractor on Thursday to discuss the compliance gaps identified by the audit. Any meaningful issues or policy/bylaw amendments will be considered by the Governance Committee before being presented to the Board of Directors.

ACTION: Keith to inquire whether CAS has a ranking of PSO's MOP compliance.

ACTION: Keith to work with CAS consultant to ensure any areas of MOP non-compliance are addressed.

ACTION: Keith to consult with the Governance Committee on any MOP or relevant CSGC areas of non-compliance.

13. RFD 2024-236: FINANCE POLICY AMENDMENTS

MOTION: (Stewart/Stirrat) to approve the proposed amendments to the BCAS Finance Policy as presented. Carried

ACTION: Keith to update the Finance Policy as amended.

14. RFD 2024-238: APPOINTMENT OF SIGNING OFFICERS

MOTION: (Stewart/Fan) that Mandy Curtis, Ann Stirrat, Anne-Marie North, and Jennifer Keith remain BCAS Signing Officers, and that Ling (Christina) Jiang be added as a Signing Officer.

Carried with 2 Abstentions (North, Jiang)

ACTION: Keith to submit the letter of direction for RBC.

IN CAMERA

MOTION: (Stirrat/Jiang) to move the meeting in camera. Carried

Jiang left the meeting at 8:32 pm.

Fan was moved to a break-out room at 8:33 pm.

Xu left the meeting at 8:41 pm.

Fan returned to the meeting at 8:42 pm.

15. SAFE SPORT UPDATE

The Board discussed several issues related to safe sport.

Bennu joined the meeting at 9:36 pm.

The meeting was adjourned at 9:51 pm.