

## BOARD OF DIRECTORS MEETING MINUTES

May 6, 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, Cybil Nomura

Staff: Jennifer Keith

Regrets: Tanya Magee

### 1. CALL TO ORDER

Curtis called the meeting to order at 7:01 pm.

### 2. LAND ACKNOWLEDGEMENT

Nomura acknowledged that she is joining the meeting from the ancestral and unceded lands of the Coast Salish People and specifically the hən̓q̓əmi̓nəḥ̓ speaking people. She further her privilege to live, swim, and play on the traditional lands of the Qayqayt First Nations. She celebrated the opening of the new təməsewtxʷ Aquatic and Community Centre in New Westminster which is very close to her home, sharing that təməsewtxʷ is the hən̓q̓əmi̓nəḥ̓ word for “sea otter house.”

### 3. APPROVAL OF AGENDA

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

### 4. DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

Nomura declared a conflict with agenda item 10.

Jiang declared a potential conflict with agenda item 10.

Xu declared a conflict of interest in relation to item 10 insofar as it relates to the Aquasonics Artistic Swimming Club.

Fan declared a conflict of interest in relation to item 10 insofar as it relates to Pacific Wave Artistic Swim Club.

### 5. MINUTES FROM PREVIOUS MEETINGS – REVIEW & ACCEPT

**MOTION:** Stewart made a motion to approve the minutes from April 8, 2024.

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

**MOTION:** Stewart made a motion to approve the in-camera minutes from April 8, 2024.

### 7. ACTION ITEMS

Keith referred to the action item included in the meeting package.

## **8. REPORTS**

### **a. PRESIDENT'S REPORT**

Curtis reported that she attended a CAS Presidents' meeting on April 10, 2024. She noted that they was a fire at the Team Canada training pool so the national team has been jumping to pools in the area and clubs have been opening their doors to them. The new National Team Head Coach is now in place and Canada earned 3 medals at the World Cup. There were inquiries about the safe sport system in BC as CAS' CEO believed that there is a system in place. She also noted that CAS is calling for nominations to their Board of Directors, however, it was noted that BC's quota is currently full.

### **b. EXECUTIVE DIRECTOR'S REPORT**

Keith referred to the Executive Director's Report in the meeting package. She acknowledged the Marketing & Communications Committee for putting in extra effort to move several initiatives forward relating to growing the sport and creating a social media strategy. Notably, there is a comprehensive plan to highlight clubs and performances at the upcoming Canadian Artistic Swimming Championships.

Keith highlighted that BCAS has received \$81,127.35 in one-time funding from viaSport as part of the Ministry of Tourism, Arts, Culture and Sport funding allotment. These funds do not require any reporting and can be used at our discretion.

Keith noted that with Magee on vacation and no other staff in place, she is focused on planning for the Provincial Stream Provincial Championships with support from Annie Smith who has accepted a short-term contract to support BCAS. She highlighted that the summer training schedule for Team BC has been set and that, based on the 11-12 Figure results from the Provincial Stream Provincial Qualifier, initial invitations to attend the Ignite Prospects Camp have been distributed.

### **c. FINANCE REPORT**

Stirrat referred to the Finance Report in the meeting package and highlighted the \$81,127.35 in additional funding. She noted that there is no significant changes to the forecast and that a net surplus is still projected. She added that the \$81,000 in funding was a key variable over the prior reporting period, noting that we can expect to defer it to the 2024-2025 fiscal period. She provided clarification that the adjustment to the Human Resources projections provide a \$6,000 buffer for work that may be assigned to external contractors in light of the gaps in staffing.

Stirrat noted that this upcoming month is a very busy time in relation to finance activities with the Community Gaming Grant application deadline on May 31<sup>st</sup> and the need to draft the budget for the next fiscal period.

### **d. DIRECTOR OF SPORT REPORT**

No report.

**MOTION:** (Bennu/Nomura) to move the meeting in camera.

Carried

## **IN CAMERA**

### **9. HUMAN RESOURCES UPDATE**

Matters related to Human Resources were discussed.

Nomura and Jiang left the meeting at 8:02 pm.

Fan left the meeting at 8:04 pm.

Xu left the meeting at 8:09 pm.

Fan returned to the meeting at 8:10 pm.

**10. SAFE SPORT UPDATE**

The Board discussed several issues related to safe sport.

The meeting was adjourned at 9:04 pm.