



**MINUTES OF THE BCA BOARD OF DIRECTORS MEETING
HELD MAY 13, 2006 AT THE SPORT BC BUILDING, VANCOUVER, B.C.**

Action By

1. CALL TO ORDER

The meeting was called to order at 9:50 am. Present: Tom Hastie (Chair), Diana Hollefreund, Larry Harper, Greg White, Tom Dingle, Brian McCalder, Sam Collier and Ann Kirk (Recorder). Regrets: David Polisi, Gustav Allander, Richard Collier, John Bird, Tom Masich, John May, Jerry Tighe and Ron Bunting.

2. AGENDA

2.1 **Additions:** Under New Business add (a) SportsFunder Lottery Program (Brian); (b) Travel Subsidy In Province (Brian); (c) Richmond Oval Update – Post 2010 (Brian) and (d) Run for Canada (Tom H.)

2.2 **Adoption: *MOVED (Dingle/Hollefreund) THAT THE AGENDA, AS CIRCULATED PLUS ADDITIONS, BE ADOPTED. CARRIED***

3. MINUTES

3.1 Board of Directors Meeting – March 25, 2006

Amendment: Add Ron Bunting to the list of those present at the meeting.

MOVED (White/Dingle) THAT THE MINUTES OF THE MARCH 25, 2006 BOARD OF DIRECTORS MEETING, AS CIRCULATED AND AMENDED, BE ADOPTED. CARRIED

3.2 Executive Committee Meeting – April 16, 2006 – The Meeting Minutes were received.

3.3 BCA Committee Meeting Minutes

3.3.1 Minutes from the Branch Officials Committee April 9, 2006 Meeting were received.

3.3.2 Minutes from the BCA Masters Committee April 5, 2006 Meeting were received.

3.3.2.1 Entry Fees - Brian advised that he recommended to Jake Madderom that any change in the entry fees for the Masters Track & Field Championships should be proposed by the Masters Committee at the January, 2007 BCA AGM and Jake has agreed to this.

3.3.2.2 CMAA membership Fee – The BCA Masters Committee has recommended that the BCA Masters Fee not be raised by \$5.00 to cover the CMAA membership

3.3.3 All BCA Committees have been requested to identify any items requiring Board attending in the covering email when submitting their Meeting Minutes.

4. BUSINESS ARISING

4.1 March 25, 2006 Board of Directors Meeting

4.1.1 School and School District Club Membership – Review of Definitions

- No ad hoc committee action to date – item has been deferred due to staff work load.

Action: Suggested there be discussion with BC SCHOOL SPORTS re: ways to increase school memberships in BCA.

Sam

4.1.2 GST update and implementation

- BCA is now GST compliant. Information has been posted on the BCA website.

4.1.3 Conflict of Interest - Still awaiting clarification.

4.1.4 Computer Upgrade

– Final estimates were received and equipment has been ordered. Upgrade should be completed by the end of May.

Action: Larry suggested that BCA have someone evaluate the BCA website against other sites to ensure BCA is using the best features currently available.

Staff

4.1.5 WebAlive

- An information documents on WebAlive was circulated.
- Sam advised she feels WebAlive would be great for BCA Member Clubs as it would allow them to manage their own websites effectively for \$365 (plus tax) a year but it may not work for BCA.

Action: *Sam will continue to investigate the feasibility of use of WebAlive by BCA.*

Sam

4.1.6 Tent and Signage Update

- Signs have been purchased – 5 for BCA and 5 for Run Jump Throw
- Still negotiating re: Tents.

4.1.7 ASTA Update

- BCA provided assistance with their clinic in Kelowna.
- Patrick Chenier is now the contact person.
- Project is currently at a stand still pending agreement on how a partnership would function. It is felt there needs to be some benefit to BCA

4.2 April 26, 2006 Executive Committee Meeting

4.2.1 Withdrawal of 2003 Excellence in Coaching Award

- Brian reported on his consultation with Sport BC and 3 other PSOs on this matter. It appears no action like this has ever been taken by sports associated with Sport BC.
- The BCA Policies on suspending/expelling a member were reviewed and consideration was given to the following:

- a) The admitted criminal offence took place before the award was presented. Had BCA been aware of the offence then an award would not have been made. Therefore justification to withdraw the award.
- b) The image and reputation of the Association and that of the sport has been damaged by the action of this coach. The Association has the right to suspend and/or expel an individual as outlined in the BCA Policy Manual but there is no specific reference to withdrawing of awards.
- c) A statement to the membership is important to make with respect to this matter. Withdrawing an award would state the BCA does not tolerate criminal offences and other similar actions that bring the reputation of BCA into question.
- d) The parents of a victim have requested this action and are awaiting the outcome of their request.

MOVED (Harper/Dingle) THE BOARD RECOMMEND THAT THE 2003 EXCELLENCE IN COACHING AWARD PRESENTED TO GLEN HAUGO BE WITHDRAWN. CARRIED (unanimous)

- In accordance with BCA policies, Mr. Haugo would have the right to appeal this action.

Action: *Recommended that a section be added to the BCA Policies and Procedures Manual to deal with withdrawal of Awards. Referred to the Administration and Planning Committee.*

Staff

4.2.2 Criminal Record Checks

MOVED (White/Harper) THAT AN AD HOC COMMITTEE BE STRUCK TO REVIEW THE REQUIREMENTS FOR CRIMINAL RECORD CHECKS RELATIVE TO BCA PERSONNEL. CARRIED. (Committee: Diana Hollefreund, Greg White and Tom Dingle)

Diana

5. CORRESPONDENCE

- 5.1 Letter from 2010 LegaciesNow re: the level of support under the Federal/Provincial Government Bi-lateral Agreement for 2006/07 - \$46,720 for the RJT Program as part of the BC Sport Participation Program. Program and Funding Agreement has been signed and returned to 2010 LegaciesNow.
- 5.2 Letter from the BC/Yukon Command Royal Canadian Legion – Thank you to BCA for representation at the 2006 Legion National Track & Field Championships Fundraiser. The Fundraiser raised over \$15,000.

6. REPORTS

6.1 FINANCE

- The following documents were circulated and reviewed.
 - Profit & Loss Statement (March, 2006), Deferred Revenue, Detail Trial Balance (5/11/06), Aged Receivables (5/11/06) and Preliminary Figures to Year End 3/31/06

- The Preliminary Year End figures indicate a positive balance.
- The BCA Staff compensation is under review by a sub committee of the Finance Committee. Presently awaiting additional information after receipt of which a recommendation will be put to the Board.

6.2 ADMINISTRATION AND PLANNING

6.2.1 BCA Strategic Plan – Update

- A copy of the BCA Strategic Plan (5/13/06 draft) was circulated along with the proposed Goals of the Five Critical Elements. The Planning Committee must now focus on determining Objectives to the Goals.

6.2.2 Summer Student Employment – Update

- Proceeding with the search for a Summer Student. 2 applications have been received. The application deadline has been extended.

6.2.3 BC (Sport) Centres Program – Update

- Brian provided an update on the status of the Centres program and outlined how he hoped that shared funding could produce the desired results for BCA.

6.3 MARKETING AND COMMUNICATIONS

6.3.1 BC Team Uniforms and the Branding/Image of BC Athletics

- Staff is looking at enhancing the team uniforms by adding a warm up suit or sweat suit. Also working to bring about a name brand product purchase program that would benefit BCA and the member clubs.
- Larry questioned if it would be feasible to have a web store for BCA? *Action: To be considered.*

Staff

6.3.2 Silent Auction at BCA AGM

- Alana Donnelly and Lisa Matthews (Ryder Trucks), in partnership with Diana Hollefreund, will handle the Silent Auction at the BCA AGM in January/07 and hope to raise significant funds.

Action: It will be necessary to do a lot of advance advertising of the items up for auction and have the items shown on the BCA website for advance bidding up to a set deadline.

Diana

6.3.3 Membership Report

- A written report from Sam Collier was circulated. Items covered included:
2001-2006 Individual Membership figures, Training Membership Category, GST Requirements, 2005 Club Renewals, New Club Application, Vancouver International Marathon Society membership status, Prairie Inn Harriers membership status, Calendar of Events and AC Direct

6.3.3.1 Approval of Club Membership Applications

MOVED (Dingle/White) THAT THE BCA RENEWAL CLUB MEMBERSHIP APPLICATIONS FROM THE FOLLOWING CLUBS BE ACCEPTED:

Achilles International Track & Field Society, Comox Valley Cougars, Deerfoot Athletics Club, Metro Athletics Club, Penticton Athletics, Ridge Rockets Track Club, Royal City Track & Field Club, Shuswap Hill Runners and Victoria International Running Society. CARRIED

MOVED (White/Harper) THAT THE BCA NEW CLUB MEMBERSHIP APPLICATION FROM THE “SOUTHERN OKANAGAN ATHLETICS” BE ACCEPTED. CARRIED

6.3.3.2 Prairie Inn Harriers

- Recommended that the President correspond with the PIH to determine the status of the Prairie Inn Harriers Racing Team application for BCA club membership.

6.3.3.3 Calendar of Events

- It was noted that the photos in the 2006 Calendar are mostly of runners.
Action: Recommended that in future there be a wider selection of photos to better recognize all of the BCA disciplines.

Staff

6.3.3.4 AC National Data Base

- Sam reported that the current data base program is difficult to use and there are many problems. There should be a common program that meets the highest needs of any Branch and then each Branch could use as much or as little of the program as they required. All Branches need to agree on common terminology

- Sam will be attending a Registrars Meeting (held in conjunction with the AC AGM) where hopefully the various Branch concerns re: the Data Base can be resolved and a common workable program can be developed.
- Congratulations were extended to Sam for her dedicated work on the development of the data base.

6.4 **PROGRAMS AND TECHNICAL DEVELOPMENT**

6.4.1 **Track & Field**

6.4.1.1 **Long-Term Athlete Development**

- A copy of the Long-Term Athlete Development Resource Paper document (Canadian Sport for Life) published by the Canadian Sport Centres was circulated for information.
- Brian noted that this document will be part of a package that forms the nucleus of discussions with JD, Juvenile, Junior and Senior groups re: the events and activities for 9-open age athletes around which each PSO will develop a LTAD model.

6.4.1.2 **Canadian Legion National Track & Field Championships - Scheduled for SFU, August, 2006**

- Brian advised that at a recent event organization meeting, an SFU representative requested that the Legion provide \$100,000 in order to enable SFU to host this event.
- BC Legion President, Jerry Vowles, and Senior Staff, Linda Sawyer, then met with the SFU Vice President for Student Services, who offer an apology for the request and confirmed that SFU would honor their agreement and would host the event. SFU will absorb the costs for the relocation of the field events due to the work being done to the infield. The local organizing committee of the Legion agreed to endeavour to raise funds and to date have been successful in generating \$30,000.

6.4.2 **Road and Cross Country Running**

6.4.2.1 **National Sanctioning Policy**

- BCA's response to the latest Draft of the Policy has been sent.
- A presentation re: the Policy will be made at a Race Directors Meeting at the Ottawa Marathon the end of May.
- Dave Wicker has been invited to attend the Branch Presidents' Meeting held in conjunction with the AC AGM to discuss this Policy.

6.4.3 **Officials** - Nothing critical to report. Branch Officials Committee Meeting Minutes were circulated.

6.4.4 **Coaching** - A good number of Level I and Level II Clinics are being held.

6.4.5 **Centres** - Dealt with under agenda Item 6.2.3

6.5 **EVENTS AND PROMOTIONS**

6.5.1 **BCA Visibility**

- Greg again addressed the need for improved BCA profile at major events and suggested that the BCA booth should be staffed by volunteers from the BCA Board and local member clubs.
- . Sam suggested contacting the clubs to see if they would consider this as a way for members to work off hours they are required to put in.

Action: Greg will make recommendations to the Board.

Greg

6.6 **ZONE DIRECTORS**

6.6.1 **Zones 1 and 2** – (Gustav Allander) – no report

6.6.2 **Zones 3, 4 and 5** (Sam Collier on behalf of John Bird/Richard Collier)

- A new All Comers Series is starting shortly.
- A Run Jump Throw presentation was done at the Lansdown Shopping Centre in Richmond Community was quite interested.

6.6.3 **Zone 6** – (Tom Dingle on behalf of John May)

- Have a Track and Field Series (5 two day meets). Increased participation over last year at the first event.
- Comox is holding a two day camp for the Zone 6 Summer Games Team.
- Track Rascals programs are expanding rapidly.

6.6.4 **Zone 7 and 8** (Tom Masich) – no report

6.7 **ATHLETICS CANADA**

- AC AGM will be held May 26-28 in Ottawa.
- Tom Hastie and all the BCA office staff will be attending this meeting. The office will be closed on Thursday, May 25 and Friday, May 26.

6.8 **SPORT BC**

- The Sport BC AGM will be held June 3. All the meeting information has been passed on to Tom Hastie who will represent BCA at this meeting.

7. **NEW BUSINESS**

7.1.1 **SportsFunder Lottery Program**

- Information on the SportsFunder Lottery Program was circulated. PSOs have been requested to promote this program, i.e. on their websites, at key events, through coaches, etc. There is also an opportunity to be a retailer at specific events.

Action: The Board recommends promotion and marketing of this program at staff discretion.

Staff

7.1.2 **Travel Subsidy In-Province**

- A travel equalization program is being established which will provide \$1million to be shared between High School Sports and PSOs for Provincial Championship travel. This year, the following type of Information will be gathered from PSOs independent of the SBC process of Annual Review Data collection but eventually this will be merged into that process:

Number of eligible athletes for championships, regions of province they live in, number of championships, age categories and type of championships and number of participants at the championships over the last 3 years.

- PSOs would be eligible for a base amount and depending on where the championships are held there could be a supplemental amount.
- PSOs have requested that they be allowed to determine the process by which the program is financially delivered.
- Brian also asked if there would be management money for sports to handle the program but this does not appear to be likely.

7.1.3 **Richmond Oval Update – Post 2010 Use**

- Brian circulated a diagram of the proposed lay-out of the facility and gave an overview of how it would be used. There will be 3 activity area components:

- 1) Ice surface for Long Track Speed Skating, Skating, Ice Hockey and Curling
- 2) 8 courts (4 hardwood and 4 synthetic) for Basketball, Volleyball, Badminton with a 2 lane fitness jogging track around the perimeter.
- 3) 200 metre (6 lane) Indoor Track (mondo type surface). Jumps in the infield. Short Put and Weight Throw in infield. Presently looking for where a throws (Discus, Javelin, Hammer) training area can go.

There are Strength Training and Sports Science areas, a Mezzanine area for spectators and bleachers could be set up for some events. Underground parking.

- Being a multi use facility, other sports may wish to be included and there could be scheduling challenges.
- Sports would have to pay for the use of the required area(s).
- Brian noted the need for adequate on-site storage facilities.

7.1.4 **Run for Canada**

- Tom provided information on the Run for Canada HBC program: a number of Runs across the country meant to raise funds for Canadian Athletes in various sports. Unfortunately HBC will not be sanctioning these running events. The lead Federation is the Commonwealth Games Society of Canada and they are aware of this. This program is an agenda item for the Branch Presidents Meeting at the AC AGM.

- BCA has concerns re: the non-sanctioning of the Runs, the non-consultation with the Branches and based on the agencies involved in the sponsorship and leadership it would have been assumed that they would have respected these concerns.

MOVED (White-Harper) THAT THE BCA BOARD CHAIR (TOM HASTIE) SEND A LETTER ON BEHALF OF BCA TO THE ATHLETICS CANADA BOARD CHAIR (JEAN GUY OUELLETET), WITH A COPY TO CEO, JOANNE MORTIMOR, ADVISING THAT BCA IS SUPPORTIVE OF THE RUN FOR CANADA CONCEPT BUT HAS CONCERNS RE: THE PROCUDURES. CARRIED (unanimous)

Tom H.

8. **ADJOURNMENT**

MOVED (Harper/White) THAT THE MEETING BE ADJOURNED (12:45 pm). CARRIED

Respectfully submitted,
Ann Kirk (Recorder)
16/05/06

Director _____

Director _____