



**MINUTES OF THE BCA BOARD OF DIRECTORS MEETING
HELD JUNE 20, 2009 AT THE SPORT BC CAMPUS, RICHMOND, B.C.**

Action By

1. CALL TO ORDER

The meeting was called to order at 9:30am. Present: Larry Harper (Chair), Greg White, Liz Jones, Tom Dingle, Jim Hinze, Tom Hastie, Denise Clements, Brian McC Calder and Ann Kirk (Recorder).
Regrets: Diana Hollefreund, Steve Martin, Tom Masich and Maurice Wilson

2. AGENDA

- 2.1 **Additions:** 3 letter under Correspondence.
Track and Field Team Staff under New Business
- 2.2 **Adoption:** *MOVED (Clements-Dingle) THAT THE AGENDA, AS CIRCULATED PLUS ADDITIONS, BE ADOPTED. CARRIED*

3. MINUTES

- 3.1 **Board of Directors Meeting**
MOVED (White/Clements) THAT THE MINUTES OF THE APRIL 4, 2009 BOARD OF DIRECTORS MEETING, AS CIRCULATED, BE ADOPTED. CARRIED
- 3.2 **Executive Committee Meeting** – The scheduled May 13, 2009 Executive Committee Meeting was cancelled.
- 3.3 **BCA Committee Meetings** – Minutes from the BCA Officials Committee April 5/09 Meeting were received.

4. BUSINESS ARISING FROM THE MINUTES

- 4.1 An updated copy of the Action List will be sent to Directors with the Meeting Minutes.

5. CORRESPONDENCE

- 5.1 Received \$28,000 representing 40% of the \$70,000 grant from Canadian Sports Centre Pacific
- 5.2 Received \$61,816 representing 33% of the BCA Core Grant for 2009-10.
- 5.3 *It was requested that the Board Chair send a letter to Thelma Wright on behalf of the Board thanking her for her services to the organization.*

Larry

6. REPORTS

- 6.1 **Chair, Board of Directors** (Larry Harper)
- 6.1.1 Larry attended the Athletics Canada AGM/Congress along with Brian and several others from BCA.

The

overall tone of the meeting seemed to be very positive
. Unfortunately Tom Hastie's two year term on the AC Board ended and he was not re-elected..
. Lots of ideas were presented at a session re: Club Development. There will be reports from this session.
. Larry is sitting on the AC Finance Committee. AC seems to be managing their funds and staying

on

the right side of the ledger.

- 6.1.2 Larry attended the Sport BC AGM
. Seems to be a move towards the need for a single organization to represent Sport in BC.
- Greg raised the question whether BCA should actively work towards putting forward candidates for the Sport BC and Athletics Canada Boards.
 - A lengthy discussion was held re: the current structure for Sport funding and advocacy in BC and the role of SBC in the future.
 - BCA supports the Sport Alliance concept and the need for a provincial Sport Matters group or a like organization.

- Brian to keep the Board informed what is happening re: the development of the Sport Alliance model.

6.2 **Vice Chair, Board of Directors** (Greg White) – no report

6.3 **FINANCE** (Liz Jones)

6.3.1 **Financial Statements**

- A detailed Financial Statement to May 31/09 was circulated and reviewed. Other documents circulated included a Balance Sheet, Receivables Reconciliation, Accrued Accounts Receivable, Payables Reconciliation, Accrued Accounts Payable and Deferred Revenue – all to April 30/09.

6.3.2 **Audit**

- The required material for the 2008-2009 audit is being finalized and will go to the Auditors next week.

6.4 **ADMINISTRATION AND PLANNING** (Diana Hollefreund)

A written report from Diana was reviewed.

6.4.1 **Human Resources Mandate/Risk Management Policy**

Diana met with Brian McCalder on June 3/09 at which time all areas of the BCA Human Resources Committee Mandate and BCA Risk Management Policy were discussed.

- *It was confirmed that Mary Hinze (Semiahmoo Sunrunners) and Sean Steele (Victoria Track & Field Club) would serve as BCA Harassment Officers.*

6.4.2 **Membership Review**

- Diana met with Sam Collier on June 3/09 at which time all areas of the membership review mandate were discussed.

- *It was noted that Jake Madderom has offered to work with the Membership Review Committee if needed.*

Diana/Sam

6.4.3 **Strategic Plan (2008-2012)**

- A copy of the Plan and Draft 3 of the 2010 Strategic Imperatives/Goals and Objectives were circulated. Some sections of the “End Results March/09”, “2009-10 Tactics” and “2009-10 Target Results” have now been completed and work is continuing on the others.

6.4.4 **Major Initiatives of the Administration and Planning Committee**

- Draft of Risk Management Policy to be completed.
- Further sections of Strategic Plan to be completed and presented to membership.
- Compensation Sub-Committee to collect data and review all further compensation issues.
- Complete planning section of BC Summer Games.

6.4.5 **BCA Club Membership**

- *It was requested that a review re: size of clubs and BCA Club Membership requirements be undertaken. Referred to Diana.*

Diana

6.4.6 **SportsFunder**

- The SportsFunder Lottery did not show a profit after prizes, administration and marketing costs.
- Loss of funding from this program will have an impact on the BCA Budget. Projection to year end will see cut backs in the areas of participation at Provincial Championships, Canada Games and reduced numbers at Coaching Courses.

6.4.7 **Office Staffing**

6.4.7.1 **Run Jump Throw Program**

- Thelma Wright has resigned from BCA effective June 30/09 to take a position with Athletics Canada.
- *Taunya Geelhoed*, the current BCA Administrative Assistant who has been working half time with Thelma on the Run Jump Throw program will be offered a full time position to replace Thelma.
- Will be looking at the feasibility of implementing a Grass Roots Development Program (for 6 to 13 year olds) which would include RJT.

6.4.7.2 **Administrative Assistance Position**

After the completion of the material required for the yearly Status Report, a decision will be made relative to the direction the BCA Administrative Assistance position will take.

6.4.7.3 **Technical Manager Track & Field/Provincial Coach Position**

Continuing to seek an appropriate person to fill this position. Presently in negotiations with a potential candidate.

6.5 **MARKETING AND COMMUNICATIONS** (Staff)

6.5.1 **H2H**

Jacqui Sanderson has been contracted to handle the Harrison to Haney Event.

6.5.2 **AGM Sponsorship**

- Attempting to get similar type sponsorship for the upcoming BCA AGM as was obtained for the 2009 AGM.

6.6 **MEMBERSHIP REPORT** (Sam Collier)

6.6.1- A written report from Sam was circulated and discussed.

. A breakdown of membership numbers by category was provided. Overall membership to June 17/09 is up 100 over the same time last year.

. Sam expressed concern that presently BCA does not have a program in place that centralizes data collection needed for the yearly Status Report resulting in a huge amount of time being spent by staff in inputting all the information. Need to develop our own program or find an existing program that would meet our requirements.

6.6.2 **Club BCA Membership Applications**

MOVED (White/Clements) THAT THE FOLLOWING BCA CLUB MEMBERSHIP RENEWAL APPLICATIONS BE APPROVED:

Deerfoot Athletic Club

Kamloops Ridge Runners Society

Nanaimo & District Track & Field Club

Penticton Pounders

Shuswap Hill Runners

CARRIED

MOVED (White/Clements) THAT THE BCA CLUB MEMBERSHIP RENEWAL APPLICATION FROM SUB ZERO TRACK & FIELD CLUB BE APPROVED PENDING PAYMENT OF FEES.

CARRIED

6.6.3 **Canadian Masters Association**

- It was noted that the Canadian Masters Association has confirmed that Athletic Canada Membership will be accepted for participation at the Canadian Masters Association Championships.

6.6.4 **BCA AGM Committee**

- *Reminder that the AGM Committee needs to meet as soon as possible. Referred to Greg to arrange.*

Greg

6.6.5 **Athletics Canada Technical Congress**

- The 2009 AC Technical Congress will be held November 14-15-16, 2009 at the Delta Hotel, Richmond

6.7 **PROGRAMS AND TECHNICAL DEVELOPMENT**

6.7.1 **Run Jump Throw** (Taunya Geelhoed) – A written report was circulated.

6.7.2 **Junior Development** (Tom Dingle) – No report

6.7.3 **Road and Cross Country Running** (Maurice Wilson) – No report. Maurice is on vacation.

6.7.4 **Officials** – No report

6.7.5 **Coaching and Canada Games 2009** (Ron Bunting) - A written report was circulated.

6.7.6 **Centres** (Brian McCalder)

- \$30,000 yearly funding for the Regional Centres is in place.

6.8 **EVENTS AND PROMOTIONS** (Jim Hinze)

6.8.1 **Sport Store Discounts**

- The list of retailers offering rebates to BCA members has been finalized and is posted on the BCA website.

6.8.2 **BCA Umbrellas**

- *The Board gave Jim approval to purchase BCA golf umbrellas from the Events and Promotions budget for use as promos, gifts and sales.*

Jim

6.9 **ZONE DIRECTORS**

6.9.1 **Zones 1 and 2** – To date no Director has been named.

- *Tom Hastie volunteered to work on getting a Zone rep during this upcoming visit to the OK.*

6.9.2 **Zones 3, 4 and 5** (Tom Hastie) – verbal report

- The BC High School Championships were held – excellent event.

- Expressed frustration that Clubs do not provide input what is happening.

. *Recommended that Zone Directors attempt to call Club Presidents together for a meeting, attend Club AGMs or attend area meets to talk to club people.*

Zone Directors

6.9.3 **Zone 6** (Denise Clement) – verbal report

- Nanaimo hosted the BC Masters Championships. 90 year old Olga Walker set 7 World

Master Records

- Continuing Pentathlon meets.
- Zone continuing to function well with clubs assisting each other as required.
- Continuing Officials program – now have a number of Level 2 Officials.
- Have emailed VIRA but have not had feedback.

6.9.4 **Zone 7 and 8** (Tom Masich) – A written report was circulated.

6.10 **ATHLETICS CANADA** – No report

7. **NEW BUSINESS**

7.1 **BCA Track & Field Team Staff**

MOVED (Clements/White) THAT THE LIST OF 2009 BCA TRACK & FIELD TEAM STAFF, AS CIRCULATED, BE ACCEPTED. CARRIED (List is posted on the BCA Website).

8. **ADJOURNMENT** - ***MOVED (Clements/White) THAT THE MEETING BE ADJOURNED (1:30pm). CARRIED***

Respectfully submitted,
Ann Kirk, Recording Secretary
June 28/09

Director _____

Director _____