

**MINUTES OF THE BCA BOARD OF DIRECTORS MEETING
HELD OCTOBER 23, 2010 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, Diana Hollefreund, Jim Hinze, Tom Hastie, Steve Martin, Denise Clements, Pam Medland, Claudia Richard, Brian McC Calder and Ann Kirk (Recorder). Sam Collier, Maurice Wilson and Nigel Hole joined the meeting in progress. Regrets: Tom Masich

2. **AGENDA - MOVED (Hollefreund/Hinze) THAT THE AGENDA, AS CIRCULATED, BE ADOPTED.**
CARRIED

3. **MINUTES**

3.1 **Board of Directors Meeting**

MOVED (White/Clements) THAT THE MINUTES OF THE AUGUST 14, 2010 BOARD OF DIRECTORS MEETING, AS CIRCULATED, BE ADOPTED. CARRIED

3.2 **Executive Committee Meeting** – September meeting was cancelled.

3.3 **BCA Committees**

Minutes from the Officials Committee Sept. 11/10 Meeting and JD Committee Sept. 12/10 Meeting were received.

4. **BUSINESS ARISING FROM THE MINUTES**

Action List to July 14/10 was circulated. Items completed were noted.
Directors are to advise Ann if any of the items remaining should be removed.

Directors

5. **CORRESPONDENCE** – None

5.1 **Funding for Regional Coach positions and Provincial Coach position**

- Brian reported on the application process, meetings, discussions, and the outcome relative to funding.
• Have been notified that BCA will receive funding for two Regional Coaches (\$20,000) but no funding for a Provincial Coach position. An indication of recommended support dollars (\$142,000) in other program areas was also received. Necessary adjustments to the BCA 2010-11 budget have been made.

5.2 **Honouring by ProMOTION Plus**

Received notification of the recognition and honouring by ProMOTION Plus of Diane Clement (Athletics) and Kathy Newman (Wheelchair Sports - also an original member of the Langley Mustangs and a BCA Official). Information on the “In Her Footsteps- Celebrating BC Women in Sport” Celebration was circulated with the request that people consider attending in support of Diane and Kathy.

5.3 **Athletics Canada CEO**

Rob Guy, AC newly appointed CEO has indicated his interest in attending the BC Athletics AGM/Awards Dinner. ***Action: An invitation will be extended to Rob.***

Brian

6. **REPORTS**

6.1 **CHAIR, BOARD OF DIRECTORS** (Larry Harper)

- The function of 2010 LegaciesNow is winding down. Representation on the 12 person Board for a new agency (Alliance) that is being formed will be from Government, Sport, Parks and Recreation and Schools

6.2 **VICE CHAIR, BOARD OF DIRECTORS** (Greg White)

- AGM Nominating Committee has been struck – Greg White, Jim Hinze plus support from Larry Harper.
- Current Directors indicated their intentions re: seeking re-election or not or seeking election in another position.

- BC athletes made a strong showing at the Commonwealth Games – won 4 of the 17 Athletics medals

- Represented BCA at a SBC meeting to meet the new CEO (Tim Gayda) and give some feedback.

BCA input 3 items - better partnership moving forward

- get away from top down communication, give more opportunity for input

- when it comes to funding, want to make sure that agencies are not a block in funding but are a partner in helping us find funding

- Have had 2 productive monthly phone calls between Athletic Canada CEO and Branches.

- AGM Committee has been struck – Sam, Greg, Brian and Larry. AGM will be held on January 28-30, 2011.

- Greg sits on an advisory group to the Vancouver Parks Board – Information can be found on their website - VancouverSportsNetwork.ca

- Larry noted that the new SBC CEO, Tim Gayda, is focused on getting input from members re: the role of SBC and is looking to the Leadership Council for direction. He also noted that the new AC CEO, Rob Guy is receptive to more planning and engagement with the Branches. The appointment of Tim and Rob should be good for BCA.

6.3 **ZONE DIRECTORS**

6.3.1 **Zones 1 and 2** (Pam Medland) - A written report was circulated.

- Pam initiated a discussion on club structure.

. It was felt that having general Club Guidelines was a good idea.

Action: Pam to draft a survey to gather information from clubs.

. Larry noted that SBC holds professional sessions which may be helpful and there may already be material available which could be brought to the AGM.

Pam

6.3.2 **Zones 3, 4 and 5** (Steve Martin) – verbal report

- Will be hosting the National Cross Country Championships for the next four years.

- The 2010 JD Banquet will be held in Abbotsford in conjunction with the BC Cross Country Championships

- Have “Jump Start” in Surrey schools

- Diane Cummings performed well at the Commonwealth Games

- Held 3 cross country event – a fourth event was cancelled due to a date conflict.

- Looking for data on athlete numbers, as requested at last year’s AGM. Sam’s Annual Membership Report contains this information however the report is currently being update so data is not available from the office – when updating is done the required info can be provided.

- Surrey hosting 2012 Summer Games – Decision on location needs to be made – Bear Creek or the new South Surrey facility.

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

- Cross Country is suffering on the Island

- Island Association provides a subsidy to each club that puts on a meet.

- A tentative Spring schedule was set at the Fall Meeting.

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

6.4 **ATHLETE DIRECTORS** (Claudia Richard and Nigel Hole) – Report deferred to later in the meeting.

6.5 **FINANCE** (Liz Jones)

Financial Statements and Budget

- A detailed financial statement to July 31, 2010 was circulated.

- As a result of additional funding information, an adjusted Budget to October 23/10 was circulated and reviewed.

MOVED (Clements/White) THAT THE ADJUSTED BUDGET, AS CIRCULATED, BE APPROVED.

CARRIED

- Gaming Update: \$42,400 has been received which is less than last year. Brian has submitted a request for reconsideration of the funding level but has not received a reply as yet.

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

6.6.1 **BCA Strategic Plan (2008-2012)** – no update report

6.6.2 **Human Resources**

BCA Risk Management Policy

- Discussion took place relative to Criminal Records Check requirements and the possible use of an “Offence Declaration Form” in place of a CRC for club executives and officials.

- Mandatory CRC for coaches.

- Teachers have a CRC yearly – BCA to accept letter from their Principal for teachers who coach

- Mandatory CRC for BCA Board Members (starting with the new Board elected at the 2011 AGM)

- Mandatory CRC for Officials (BCA to reimburse officials for any costs incurred)

(Note: Following the meeting, Maurice confirmed that the BC Government has indicated that there will be no charge to Volunteers for CRCs.)

- “MyBackCheck” is back in business but there are charges which may not make it feasible to use now.

- Diana to proceed with finalizing a BCA Risk Management Policy.

6.6.3 **2nd Claim Membership** - Diane/Sam working on finalizing criteria.

6.6.4 **HST** – Club Memberships: Clubs with under \$30,000 revenue do not have to charge HST. Suggested there should be an item on the BCA site clarifying this situation.

Staff

6.6.5 **Non-BCA Member Coaches** – Suggested that there be an item on the BCA website alerting athletes of the risks they face dealing with non-BCA member coaches since these coaches have no coverage under BCA insurance.

Staff

“Boot Camps” – require a business license and need to pay a fee for use of facilities.

6.6.6 **BCA Committees** – Recommended that the review of BCA committees be done as soon as possible.

Larry

6.6.7 **Coach Certification Date Base** – Problems with the national data base are being worked on.

6.6.8 Diana advised that she finds it necessary to resign her duties as Board rep to the Officials Committee and BC Summer Games Provincial Advisor.

Thanks were extended to Diane for her work in these areas.

Action: Staff will do a search to find a new BC Summer Games Provincial Advisor.

Staff

6.4 Deferred **ATHLETE DIRECTORS REPORT** (Nigel Hole and Claudia Richard)

- Nigel Hole highlighted the great performances of various athletes at recent competitions and provided the names of BC athletes selected to international teams.

- Nigel's Post Secondary Admission document has been approved by 4 schools – awaiting report back from 1 school – so document will be sent out soon.

- Claudia and Nigel are planning to send an email to BC Team Athletes to introduce themselves and indicate what their role is and what the BCA Board does. They are considering including a small survey to get comments and feedback from athletes. Results will be reported to the Board.

- BC Team Selection Criteria needs to be explained more clearly on the website.

- Need to encourage athletes to sign up for the BCA Blog.

- Team uniforms: Give consideration to allowing athletes who have uniforms from past teams to opt out of getting additional uniforms and thereby receive a small reduction in their team fee. Consider investigating different articles of clothing and different materials.

- Making Cross Country Fun Program: Don't yet know impact of this program on club membership. Will try to create some material for distribution at the AGM to help club coaches who are being overwhelmed with school coaching responsibilities.

6.7 **MARKETING AND COMMUNICATIONS** (Staff) – no update report

6.8 **MEMBERSHIP REPORT** (Sam Collier)

A written report from Sam was circulated.

- Membership numbers in most categories are up a little over last year and there are 3 more Club memberships.

6.8.1 **Membership Term**

Discussion was held on information provided by Sam dealing with the length of membership term for individuals who take out a membership in September. Currently, new registrations received after October 1st are granted a 15 month membership (i.e. Oct. to Dec. 2010 + Jan. to Dec., 2011)

For several reasons, Sam requested consideration be given to changing this to allow all registrations received in September to get a 16 month membership (i.e Sept/2010 to Dec/ 2011) rather than only a 4 month term as currently exists.

Action: Board accepted in principle that individuals registering in September receive a 16 month membership and requested Sam to prepare the necessary resolution(s) for this change.

Sam

6.8.2 **Track Rascals/Run Jump Throw Program**

Since the philosophy for both the RJT program and Track Rascals is not to participate in competitive events, a discussion was held re: the use of the RJT program for the Track Rascals age group.

MOVED (White/Hastie) THAT THE BOARD ENDORSE THE RUN JUMP THROW PROGRAM AS THE RECOMMENDED PROGRAM FOR THE TRACK RASCALS AGE GROUP. CARRIED

Taunya

It was noted that the RJT program lines up with LTAD.

6.8.3 **Midget 14 Category**

The matter of moving the Midget 14 age category from the JD program to join the Midget 15 category in the Youth/Junior/Senior program was referred to the Committees for input. JD Committee responded indicating by motion the desire that the 14 year olds remain with the JD program and the 15 year olds remain with the Y/J/S program provided that 14 and 15 year olds get separate awards at track meets. To date no response has been received from the Y/J/S Committee.

Action: Reply to be requested from the Y/J/S/ Committee

Staff

Tom Dingle to do research and provide information on 15 year olds eligible for Awards.

Tom D.

Staff to arrange for the required awards.

Staff

6.8.4 **AGM**

- **Action:** *Reminder that a housekeeping resolution is required to allow for BCA AGMs to be held within a time frame rather than at a specific time.*

Staff

2011 AGM Topics

Congress Topics: A list of proposed Congress topics was circulated and discussed.

- . The following topics were referred to the AGM Committee for a final decision

- A look at events held in BC and how to improve them
- Fundraising, Sponsorship and the economic impact of Sport
- Social Media, Aligning On-line Media, Mobile Apps

“Getting Results at Track Meets” – a presentation and discussion led by David Weicker to be held on Sunday.

Sam

6.9 **PROGRAMS AND TECHNICAL DEVELOPMENT**

6.9.1 **Track & Field**

- . **Run Jump Throw** (Taunya Geelhoed)

- A written report from Taunya providing information on RJT activities during August, Sept. and October was circulated. It is interesting to note that the number of events, courses and trained instructors have already surpassed the projections for the year (Apr 1/10 to Mar. 31/11) and the number of participants is nearing the projected number.

Junior Development (Tom Dingle)

- The next step re: the documents prepared and circulated by Tom re: Event Changes for the JD Age Group is to get feedback and have a discussion at the AGM.

Track & Field

- The BCA Calendar Congress will be held November 20th.

Brian circulated a copy of an email he sent to key individuals regarding the scheduling of the PacificCanada Series, National Track League, Canadian Track & Field Championships and BC Track & Field Championships. The email posed several questions and noted some concerns that need to be addressed. Feedback was requested. A meeting will be held prior to the November 20th BCA Calendar Congress to review the feedback and discuss the issues.

6.9.2 **Road and Cross Country** (Maurice Wilson)

- A written report from Maurice providing a summary of his activities and the major initiatives he is working on was circulated.

Road Race Series

The following documents re: Road Race Series were circulated and discussed.

- . Information on the 2010 Timex BC Road Running Series, BC Regional Road Race Series, Frontrunners Island Race Series and future plans to differentiate between the Timex and Regional Series.
- . Proposed Timex BC Road Race Series Refinement
- . Purpose of the Timex BC Road Race Series
- . Existing Criteria for including Events in the Series
- . Competitive Measurement
- . Recent Competitive Measurements
- . Series Grant Policy

- Maurice plans to circulate an open questionnaire to get feedback on these documents from the Board, Road Running, Cross Country and Track and Field Committees.

Larry Harper turned the Chair over to Greg White and left the meeting.

6.9.3 **H2H**

- 2010 Event: Preparations for the event are going well but entries are down 40 from last year.

- There have been ongoing discussions regarding the sustainability and the ability to grow H2H in its present format, due to safety and liability concerns. Consideration is being given to relocating to Whistler. Negotiations are taking place with Tourism Whistler and if all the logistics of the event can be worked out it is hoped that an announcement can be made at the 2010 event.

6.9.4 **Officials** (Diana Hollefreund) - no report

6.9.5 **Coaching** (Ron Bunting) – no report

6.9.6 **Centres**: (Brian McCaldar)

National – no report

Regional – Have received notification of funding for 2 Regional Coaches

6.10 **EVENTS AND PROMOTIONS** (Jim Hinze) – no report

6.11 **ATHLETICS CANADA UPDATE**

- Greg reported on the AC Meeting:
 - . met the new AC CEO, Rob Guy
 - . BC raised the concern re: lack of communication with AC staff.
 - This has been resolved by monthly phone calls between AC and the Branches
- Agenda for the Branch/National Leadership Forum (Dec. 9-12/10 in Ottawa) was circulated for information.

6.12 **SPORT BC UPDATE**

- Nominations for Sport BC Athlete of the Year Awards are due November 19th. SBC Awards Banquet will be held Feb. 24/2011 at RiverRock Casino.

7. **NEW BUSINESS**

7.1 **Meeting Dates:**

- Next Meeting – ***EXECUTIVE COMMITTEE – NOVEMBER 10*** (unless otherwise advised)
- December Executive Committee Meeting to deal with AGM Resolutions - Date TBA

7.2 **AGM Reports** are due in the Office by December 1st.

8. **ADJOURNMENT:** (*Hinze/Clements*) ***THAT THE MEETING BE ADJOURNED (3:00pm). CARRIED***

Respectfully submitted,
Ann Kirk, Recording Secretary
Oct. 25/10

Director _____

Director _____