

2005 MOTIONS and ACTIONS OF NOTE TAKEN BY
THE BC ATHLETICS BOARD OF DIRECTORS and EXECUTIVE COMMITTEE

March 9, 2005 Executive Committee Meeting

- (5.2.1) BCA Strategic Plan – Held lengthy discussion on the planning process and how to mesh the BCA plan with the Athletics Canada Strategic Plan. Importance of input from the BCA membership and other external stakeholders was stressed.
- (5.3.1) Google Website Advertising – It was agreed to monitor a few more test pages for a month and if there were no problems then to put up the entire site, excluding the BCA Home page, Provincial Road Running Series page and the Haney to Harrison page. *Referred to David Polisi and Brian McCalder to implement.*
- (5.3.3) Run Jump Throw Program
- BCA was successful in securing financial support through the BC Sport Participation Program (a bi-lateral agreement between the Federal and Provincial governments) to assist in the training, program planning, promotion and delivery of the RJP Program throughout B.C.
- Thelma Wright was named the Program Coordinator. 5 people from BC will be selected to attend training in Winnipeg to be Master Learning Facilitators.
- (6.1) 2005 BC Sports Hall of Fame Dinner (April 28) – Noted that Jane Swan was to be inducted in the Builder Category.
- Moved (Harper/Polisi) that BCA purchase a table for the SBC Hall of Fame Dinner. Carried
- (4.2) Action re: Resolutions and Recommendations passed at the 2005 BCA AGM:
(AGM Minutes Item 9.1) – Changes to the BC Cross Country Championships Entry Fee – *The BCA Policy Manual to be updated.*
(AGM Minutes Item 9.2) – Establish an “Athletics Post Secondary (School) Affiliated Club Membership” category - *Referred to Sam Collier for implementation.*
(AGM Minutes Item 9.3) – Establish a “Full Club Member” membership category – *Referred to Sam Collier for implementation*
(AGM Minutes Item 9.4) – Rename the current “Supporting Member” category to “BC Athletics Training/Social Affiliate” category. *Referred to Sam Collier for implementation.*
(AGM Minutes Item 9.5) – That BCA select 15 fifteen year olds and 25 sixteen/seventeen year olds to represent BC/Yukon Command at the August 4-11 Royal Canadian Legion meet in Edmonton. *The team was selected as directed.*
(AGM Minutes Item 9.6) – Relays being included in the JD Top 10 and Best Performance annual listings. *Resolution referred back to the JD Committee for further consideration.*
(AGM Minutes Item 9.7) – Establishment of BC Regional Championships – *Referred to the Board to consider economics and role of BCA and for confirmation of regions.*
(AGM Minutes Item 10.1)- BCA Calendar of Events Listing Procedures - *Concerns are being addressed by the new format for the electronic Calendar*
(AGM Minutes Item 10.2) - Accreditation Rules for Road Running Championship Events – *Referred to Brian McCalder to prepare a resolution for Board consideration*
(AGM Minutes Item 10.3) – Procedure for including Day of Event Fee and Value-in-Kind in BCA annual financial statements) – *Referred to Larry Harper to check with the BCA Auditor and report back to the April Board Meeting.*
- (6.4) Athletics Canada - Recommended that BCA indicate to AC that there be a review of the process dealing with media and if they don't already have one that an AC media spokesman be appointed and a process put in place whereby this person is readily available to the media at any time.

April 9, 2005 Board of Directors Meeting

- (4.1.1) Privacy Legislation – BCA Policy has been posted on the BCA website and staff to do follow up with clubs through the bulletin and direct mailing to ensure that they have a policy in place.
- (4.1.2) Calendar of Events – A user driven and information populated electronic Calendar is to be initiated for 2006. Clubs and organizations are to be advised of this and will be educated on how to input/update their event data.
- (4.1.4) Officiating Fee for Services at non-sanctioned events – *Referred to Diana Hollefreund for further discussion with the Officials Committee...*
- (4.1.6) Insurance/Club Membership Fees – Determined that current club fees will remain at status quo until more information is available to determine if an incremental annual increase should be considered. *Referred to Sam Collier and Tom Hastie to investigate further and report back to the Executive Committee.*
- (4.2.1) 2006 AGM – *Moved (Bird/Cummins) that the 2006 BCA AGM be held on January 20, 21 and 22. Carried*
- (4.2.3.3) BCA Committee Meeting Minutes – Recommended that policy be developed to have all BCA Committee Meeting Minutes distributed within a reasonable number of days of the meeting (i.e. 14 days).
- (4.2.4.1) BCA Calendar of Events Listing Procedures
- Moved (Poli/Harper) that efforts by BCA to advertise and otherwise promote running events, in the “Calendar of Events” and elsewhere, must give priority support for those events that are sanctioned by BC Athletics. Carried.
- Moved (Poli/Harper) that BC Athletics shall charge an additional advertising fee to all non-sanctioned events. Carried

(4.2.4.2) Accreditation Rules for Road Running Championship Events

- Moved (Dingle/Bird) that the current Rule 5.1.b “BCA member clubs can only be affiliated with accredited races” be changed to read: “BC Athletics member clubs; approved registered non-profit societies; and approved organizing groups can be affiliated with accredited races”. (Meaning these groups can apply to sanction their race or races.)

- Moved (Dingle/Hainer) that the current Rule 5.2.a “The race shall be organized by a BCA member club or approved non-profit organization. A member of the BCA Road Running Division, or delegate, must be on the race committee of the host club/organization” be changed to read: “The race can be organized by BC Athletics member clubs; approved registered non-profit societies; or approved organizing groups. A member of the BCA Road Running Division, or delegate, must be on the race committee of the host club, approved non-profit society or approved organizing group
Carried

Rules for Races other than Road Running Championship Events

- Moved (R. Collier-Dingle) that the current Rule 5.3.a “The race shall be organized by a BCA affiliated Club or non-profit organization” be changed to read: “The race can be organized by BC Athletics member clubs; approved registered non-profit societies; or approved organizing groups.” Carried

(4.2.4.3) Inclusion of Day of Event Fees and Value-in-Kind in BCA financial statements (Item 10.3 in the AGM Minutes)

- Moved (Harper/Collier) that the intent of the recommendation to have the total amount of DOE fees collected, cash amount returned to BCA, amount retained by the organizing committee, as well as value-in-kind benefits, documented and entered into the annual financial statement of BCA, be accepted. Carried Referred to Brian McCalder to have the BCA Auditor define Value-in-Kind and confirm what should be reported.

(4.2.5) Official of the Month item in the Bulletin- The officials committee was advised what is required from them to have this item included in the electronic BCA Bulletin.

(6.3.1) Website Advertising (Google Ad Sense) – The Board endorsed David Polisi’s recommendation that BCA proceed with implementing the Google Ad Sense program on certain pages of the BCA website.

(6.3.3) Membership Report

- Moved (Dingle/Cummins) that the renewal BCA Club Membership Application Forms from the following clubs be accepted:

Alberni Valley Track & Field Club, Alouette Achilles Running Club, Campbell River Comets, Central Park Trail Blazers, Central Track & Field Club, Chilliwack Track & Field Club, Comox Valley Cougars Track & Field Club, Coquitlam Cheetahs, Coquitlam Falcons, Cowichan Valley Athletic Club, Dawson Creek Athletics Club, Deerfoot Athletics Club, Golden Ears Athletics Club, Kajaks Track & Field Club, Kamloops Ridge Runners, Kamloops Track & Field Club, Kelowna Running Club, Kelowna Track & Field Club, Langley Mustangs, Lions Gate Road Runners, Metro Athletics Club, Nanaimo & District Track & Field Club, NorWesters Track & Field Club, Oceanside Track & Field Club, Pacific Athletics, Pacific Road Runners, Peninsula Track & Field Club, Penticton Athletics, Penticton Pounders, Phoenix Athletics Association, Powell River Track & Field Club, Prince George Road Runners, Prince George Track & Field Club, Ridge Rockets Track Club, Rupert Runners, Semiahmoo Sun Runners, South Fraser Track Club, Sub Zero Running Club, Sunshine Coast Athletics, Track 54.50, Trail Track & Field Club, Universal Athletics Club, Valley Royals Track & Field Club, Vancouver Falcons Athletic Club, Vancouver International Marathon Society, Vancouver Olympic Club, Vancouver Thunderbirds, Victoria Track & Field Club, West Vancouver Track & Field Club. Carried

- Moved (Dingle/Cummins) that the renewal applications for BCA club membership from Capilano Eagles Running Club and Burnaby Striders be accepted pending receipt of completed 2005 application form. Carried.

- Moved (Polisi/Cummins) that the new applications for BCA club membership from the Roads & Runners Racing and Delta Ground Pounders be accepted. Carried.

- Moved (Polisi/Dingle) that the BC Athletics “Athletics Affiliated Club Membership Application Form (Societies and/or Organizations), as presented be accepted. Carried

- Moved (Harper/Polisi) that the new application form for BCA Athletics Affiliated Club Membership from the BC Secondary Schools Cross Country and Track and Field Association be accepted. Carried

(6.4.1.2) BC Team Staff – Moved (Harper/Dingle) that the Board accept the 2005 BC Team Staff as listed in Peter Ogilvie’s report.

(6.4.1.3) Proposed new image for the BC Track & Field Division of BCA – Moved (Polisi/R. Collier) that the proposed new image for the BC Track & Field Division of BCA be accepted in principle with the hurdles and high jump logos being replaced. Carried. Referred to Peter Ogilvie to submit new hurdles and high jump logos for Board approval.

(7.1) Athletics Canada Committee Nominations – Moved (Dingle/Polisi) that the BCA Board of Directors endorse the nominations of the following BCA members to the Athletics Canada Committees: David Weicker (Competitions, Rules and Awards), Jerry Tighe (Run Canada), Alice Kubek (Rules and Awards), Brian McCalder (Planning), Mark Heidebrecht (Paralympics) Mike Lonergan (Paralympics). Carried.

(7.3.1) BCA Masters Awards – An Ad Hoc Committee was struck to review the proposed Masters Athlete of the Year Awards criteria received from the Masters Committee and submit a recommendation for Board consideration.

(7.3.2) Masters Championship Entry Fees - Moved (Cummins/Hollefreund) that the Board endorse the motion from the BCA Masters Committee “that the BCA Masters Track & Field Championship Entry Fees and Late Entry Fees be increased by \$5.00 each and be: Entry Fee - \$15.00 per event. Late Entry Fee - \$20.00 per event”. Carried

(7.4) BCA Athletes with a Disability Awards – The recommendation from Courtney Knight to reduce the number of awards from 4 to 2 was referred to an Ad Hoc Committee for submission of a recommendation for Board consideration.

- (7.5) BCA Website – Moved (Dingle/Cummins) that the Board support the proposal from staff. (That BCA establish a Governance page on the BCA website to list Board of Directors, posting of the Minutes of Board and Executive Committee Minutes, BCA Organizational Structure, BCA Committees and Representatives on the Committees, posting of Minutes of the Committee Meetings, Constitution, By-laws and Rules, BC Athletics Staff, etc.) and proceed with implementation. Carried

April 27, 2005 Executive Committee Meeting

- (4.2.3.3) Listing of Relay Performances – Report from the JD Committee was referred back to the committee for clarification re: athletes moving up to an older age group and whether all athletes on any one relay team have to be members of the same club.
- (7.i.) Club Membership Renewal – Tri-City Greyhounds were approved.
- (7.ii.) BCA Championships Medals - Moved (Dingle/Polisi) that the coloured BCA medals be retained. Carried

May 14, 2005 Board of Directors Meeting

- (6.4.1.2) BCA Track & Field Division Logo – Moved (Dingle/Harper) that the proposed Track & Field Division logo be approved. Carried
- Chris Lee to review all BCA logos and make recommendations on upgrading and how they can be presented.
- (7.3.1) Masters Awards – It was felt that BCA Masters Awards should confirm to the rules that apply to all other age awards and all performances used to determine awards must be achieved at sanctioned competitions. The proposed criteria was referred back to the Masters Committee.
- (7.4) Athletes with a Disability Awards – Recommended that the proposal to have only two awards be distributed to the Disability Sport Groups for their feedback and comment.
- (d. i.) Club Memberships
- Moved (Dingle/Cummins) that the club membership applications for Hershey Harriers, Sub Zero and Tri-City Greyhounds be approved. Carried
- Moved that the club membership application from the Prairie Inn Harriers be tabled to the August 20/05 Board Meeting. Brian McCalder to write to the PIH on matters of not registering all members of their club with BCA and not sanctioning with BCA all the events they host. Jerry Tighe to arrange a meeting with the club executive in June at the Victoria Int'l Track Classic.
- Moved (Dingle/Cummins) that the Squamish Titans membership be approved. Carried

June 29, 2005 Executive Committee Meeting

- (4.2.3) Policy re: BCA Committee Meeting Minutes – Diana Hollefreund to discuss this matter with Committees and draft a policy for consideration by the Board.
- (6.1) Membership Report – Moved (Cummins/Hollefreund) that the 2005 club membership applications from the Shuswap Hill Runners, Racewalk West Athletic Association and Vernon Amateur Athletics Association be accepted. Carried.
- (6.2) Masters Awards – Diana Hollefreund to draft guidelines for the BCA Masters Awards for consideration by the Executive and Board.

August 27, 2005 Board of Directors Meeting

- (4.1.1) Insurance – Based on research done and time lines involved, it was decided to continue BCA insurance through Allsport for this year. Further research and premium comparisons will be undertaken for next year.
- (4.1.2) Calendar of Events – Letter re: Calendar to go to clubs and event organizers with a view to beginning the electronic populating of this document on the BCA website.
- (4.2) Committee Meeting Minutes – BCA Committees to be made aware that it is essential that proposed changes to policies or rules passed at a committee meeting be sent immediately to the BCA office for consideration by the Board or Executive Committee. Also, committee meeting minutes should indicate that any motion passed by the committee dealing with changes to policies or rules is subject to approval by the BCA Board.
- (5.) Athletics Canada – BCA to communicate to AC the Boards strong feeling that it is important for AC to appoint an Acting Technical Officer asap.
- (6.2.1) BCA Strategic Plan – A draft document outlining Strategic Plan framework was discussed at length and time lines for continued work on the document were established.
- Moved (Dingle/Gallagher) that the BCA Strategic Plan Framework Document, as presented with adjustments as discussed, be approved in principle as the first draft of the Strategic Plan and that it be sent to the BCA constituents with a request for feedback. Carried
- (6.3.2) Membership Report – Moved (Cummins/Dingle) that the applications for BCA club membership from the Vancouver Island Strength Sports Association and BC Wheelchair Sports be accepted. Carried
- (6.4.2.2) Road Race Timing – Moved (Dingle/Gallagher) that as per IAAF Rules (Section VIII – Road Races, Rule #240.10 a-g) “For Road Races and Road Walking Events, the official time shall be the time elapsed between the firing of the starting gun and the athlete reaching the finish line. However, the time elapsed between an athlete crossing the start line and the finish line can be made known to him, but will not be considered as official time. The order in which athletes reach the finish line will be considered as the official finish position”. Carried

- (6.4.2.3) Road Running Officiating – The Board endorsed the actions of the Road Running Committee in approaching the Officials Committee to develop a training program for Road Running/Cross Country Officials.
- (7.1) Value-in-King for BCA sanctioned events – Board approved Brian McCalders recommendation relative to possible reduction in DOE fees using Value-in-Kind. Brian to develop Draft Value-in-Kind Policy for consideration by the Executive Committee and Board.

October 26, 2005 Executive Committee Meeting

- (4.1.1) BCA Masters' Awards Criteria – The Executive agreed to recommend to the Board acceptance of the Draft Criteria for Masters Awards except for the part of the criteria re: the Road Running Awards which states “Both male and female winners will be chosen on the basis of the best 5 age-graded performances on certified courses” and will recommend this be replaced with “Both male and female winners will be chosen on the basis of the best 5 age-graded performances in sanctioned events.”
- (4.2.1) Policy re BCA Committee Meeting Minutes - *Moved (Hollefreund/Polisi) that the Executive recommend to the Board that a Policy be developed to provide for all BCA committee meeting minutes to be sent to the BCA office within 14 days from the date of the meeting. Carried*
- (4.3) Value-In-King Proposal – Feedback to the draft proposal was discussed. It was noted that following common business practice it is acceptable for BCA to offer service differential based on participation and value of an event to BCA. Staff were directed to review the draft proposal taking into consideration feedback received and recognizing pre-existing commitments. Revised proposal to be presented to the Board for consideration.
- (5.2.3) BCA Technical Manager Track & Field and Director Power/Speed staff position – An interview panel was struck to conduct interviews for this position.
- (5.3.1) Communicating and Connection with the Membership – Discussion took place on how there could be better communication and connection with all components of the membership. Referred to committee for further consideration.
- (6.1) BCA Signing Authority
- Moved (Polisi/Harper) that under Part D, Operating Policies, Procedures, Rules and Regulations of the BC Athletics Manual that the following be added under Section 17; Finance
 17.3 Signing Authority:
 a) *BC Athletics Accounts (all except for the BC Athletics Gaming Account): The Organization's authorized cheque signers shall be any two of the*
 i *Chair of the Board of Directors (volunteer)*
 ii *Vice Chair of the Board of Director*
 iii *Director of Finance (volunteer)*
 iv *President/CEO (staff)*
 v *Manager, Registration and Membership Services (staff)*
 vi *Manager, Finance and Administration (staff)*
 vii *One other Board of Director appoint by the Board (volunteer)*
 viii *The immediate Past Chair of the Board of Directors*
 and who must be approved and appointed by the Board of Directors
 b) *BC Athletics Gaming Account only: The Organization's authorized cheque signers shall be:*
 i *At least one "Officer of the Organization" (volunteer member of the Board of Directors); and*
 ii *Any one other of the following:*
 a. *Chair of the Board of Directors (volunteer)*
 b. *Vice Chair of the Board of Directors (volunteer)*
 c. *Director of Finance (volunteer)*
 d. *President/CEO (staff)*
 e. *Manager, Registration and membership services (staff)*
 f. *Manager, Finance and Administration (staff)*
 g. *One other Board of Director appointed by the Board (volunteer)*
 h. *The immediate Past Chair of the Board of Directors*
 and who must be approved and appointed by the Board of Directors. Carried
- Moved (Harper/Polisi) that John Bird be the appointed "Officer of the Organization (Volunteer member of the Board of Directors) for the BC Athletics Gaming Account. Carried

November 29, 2005 Special Executive Meeting

- The Executive discussed the application for Club membership from the Prairie Inn Harriers and after due consideration agreed to accept the PIH as a BCA Member Club for the balance of 2005, subject to the club meeting certain membership requirements.

December 10, 2005 Board of Directors Meeting

- (4.1.1) Value-in-Kind for BCA sanctioned events – A report with recommendations or resolutions is to be available for the BCA AGM.
- (4.1.4) Criteria for BCA Master Athlete of the Year Awards – *Moved (Hollefreund/Dingle) that the Board accept the draft criteria for the BCA Master Athlete of the Year Awards as recommended by the Executive Committee. Carried*

- (4.1.5) Athletes with a Disability Awards – *Moved (Hollefreund/Dingle) that the following go as a resolution to the 2006 BCA AGM: “That the present BCA Athletes with Disabilities Awards be changed to “Male and Female Athlete of the Year with a Disability Awards”. Carried (This is a change from 4 awards down to 2)*
- (6.2.1) Planning Committee – John Bird agreed to be the Acting Committee Chair in the absence of Jim Cummins.
- (6.2.2) BCA Staffing – Ron Bunting was hired as the BCA Technical Manager Track & Field and Director Power/Speed
- (6.3.3) Membership Report
 - A 5-person Ad Hoc Committee to be struck to develop a definition for School and School District Memberships.
- (6.3.5) Prairie Inn Harriers – The acceptance of the PIH as a BCA member club for 2005 was reviewed. It was felt that BCA should initiate a process to engage the PIH and other VIRA clubs in a review and discussion of the BCA membership rules and regulations.