

**SUMMARY OF 2011 MOTIONS AND ACTIONS OF NOTE TAKEN BY THE  
BC ATHLETICS BOARD OF DIRECTORS AND EXECUTIVE COMMITTEE**

**March 19, 2011 Board of Directors Meeting**

- 4.2 **Election of Zone Directors** – Duly moved and carried that the Board accept the following Zone nominations for positions on the BCA Board of Directors: Roberta Tetlock Director, Zones 1 and 2 2 year term Barb Lund Director, Zone 6 1 year term  
Duly moved and carried that the Board appoint Sanda Turner for a 2 year term as Director, Zones 3,4 and 5
- 6.6 **New AC National Coach Position – Para Athletics** – Duly moved and carried that the Board support in principle the BC Athletics partnership with Athletics Canada on the position of National Coach – Para Athletics to be based in the greater Vancouver Area.
- 6.6.2 **BCA 2012 AGM** – Duly moved and carried that the Board accept the dates of December 2, 3 and 4 for the 2012 BCA AGM.
- 6.8 **BCA Memberships** – Duly moved and carried that the BCA Club and Individual Membership Applications, as listed in the Membership Report, be approved.
- 6.9.1 **BC Team Funding Policy** – Duly moved and carried that BC Team athletes be exempt from BC team fees if travel costs (only) are covered by the competition host
- 6.9.2.1 **National Coordination of “First Contact Athletics”** - Duly moved and carried that the Board approve BCA submitting a proposal/application to Athletics Canada to take over the National Coordination of “First Contact Athletics”, including RJT and Hershey Track & Field Games.
- 6.12.1 **Individual Athletes on Relay Teams at JD Championships** – Duly moved and carried that the Board accept the JD Committee recommendation to support the inclusion of independent athletes on the JD Championship Relay Teams as per 2011 BCA AGM Resolution #11.
- 6.12.3 **JD 800m Race Walk and 2000m Race** – Duly moved and carried that the Board accept the JD Committee support of an 800 Meter Race Walk for 12 year olds and a 2000 Meter Long Distance Race for 13 year olds.
- 6.12.4 **JD Age Group 2kg Hammer** – Board supported the action of the JD Committee to gather input from National Throw Coaches and Club JD Program Coordinators and Coaches before the 2012 BCA AGM and if there is agreement for the use of a 2kg Hammer, the JD Committee to present the following resolution to the AGM “Beginning in 2012 a 2kg Hammer be used for 12 and 13 year old females and 12 year old males”.

**April 27, 2011 Executive Committee Meeting**

- 5.4.5 **BCA 2012 AGM** – It was confirmed that the AGM would be held at the Hilton Vancouver Airport Hotel, Richmond and the Banquet at the Sheraton Vancouver Airport Hotel, Richmond (next door to the Hilton).
- 5.7 **BCA Memberships** – Duly moved and carried that the BCA Club and Individual Membership Applications, as listed in the Membership Report, be approved.

6. **National Coordination of "First Contact Athletics"** – An application for this position was submitted on behalf of Taunya Geelhoed.

#### **May 14, 2011 Board of Directors Meeting**

- 6.1 **Canadian Masters Athletic Association (CMAA) and Athletics Canada (AC) Membership Proposal**  
A motion to the Board from the BCA Masters Committee was considered: "The Masters Committee proposes that BC Athletics vote in favour of the CMAA/AC proposal with the understanding that only registered BCA Masters members are to be included in the proposal". Based on a BCA 2011 AGM Resolution and the motion from the Masters Committee, it was agreed that BCA reps at the AC AGM would support the proposal in principle
- 6.7 **BCA Memberships** – Duly moved and carried that the BCA Club and Individual Membership Applications, as listed in the Membership Report, be approved.
- 6.8.1.1 **Hershey's Track & Field Games Day in Canada** - The plan Taunya Geelhoed submitted to Athletics Canada for this event was one of the four National events chosen by AC. The event took place on May 14 at North Surrey Secondary School.
- 7.1 **Athletics Canada Hall of Fame** – It was noted that AC now has an Athletics Canada Hall of Fame and that the first inductees have been named. It was recommended that the BCA Board Chair send a letter of congratulations to the BCA Inductees and that they be recognized at the BCA Awards Banquet.

#### **June 22, 2011 Executive Committee Meeting**

- 5.1 **Joint CMAA/AC Membership Proposal** – The proposal was discussed at the AC AGM. Details are being worked out and will come back to the Branches when completed. As per the 2011 BCA AGM resolution, there should be a \$10 increase in Masters Membership Fees for next year
- 7.5.4.2 **BCA Memberships** – Duly moved and carried that the BCA Club Membership Applications, as listed in the Membership Report, be approved.
- 5.5 **Director, Marketing, Sponsorship and Communications** – The Board appointed Bruce Deacon to fill this position on the BCA Board until the December BCA AGM at which time an election will be held.

#### **August 11, 2011 Board of Directors Meeting**

- 8.vii **BCA Personnel Committee**- Board supported the immediate formation of a new BCA Personnel Committee whose term of office will expire at the next AGM. The 2011 Personnel Committee to be comprised of: Director, Planning and Administration (Pam Medland), Chair BCA Board (Greg White), Vice Chair BCA Board (Jim Hinze), Director, Finance (Carey Dillen) and President/CEO (Brian McCalder)
- 8.ix **BCA Memberships** - Duly moved and carried that the BCA Individual Memberships, as listed in the Membership Report, be approved.
- 8.xvi.3 **BC Athletics Discipline Panel** – A report to the Board from the BCA Discipline Panel dealing with a matter referred to them was discussed. The Board duly moved and passed a motion that the BC Athletics Discipline Panel recommendations be accepted.

8.xvi.4 **Codes of Conduct – BC Team Athletes and Team Staff** – *The Board duly moved and passed a motion that the updated and amended Codes of Conduct for BC Team Athletes and Staff be approved.*

#### **October 12, 2011 Executive Committee Meeting**

c.1.4 a. **Financial – BC Athletics Signing Authorities** – the Executive duly moved and passed a motion to update the BC Athletics Signing Authorities to be:

- Greg White, Chair
- Carey Dillen, Director, Finance
- Jim Hinze, Vice Chair
- Margaret Collier, BCA, Manager, Registration and Membership Services
- Brian McCaldar, BCA President/CEO

#### **d. Administration and Planning – Pam Medland**

- i. Update on staffing (contract to March 31/12) the Track & Field Tech Mgr position. Advertising for the full time position to happen following the AGM with a start date of April 1, 2012
- ii. Human Resources Committee meeting – Oct 18, 2011
  1. Ongoing staffing and salary reviews to be undertaken:
    - a. Questions:
      - i. Ability of budget to accommodate salary adjustments
      - ii. Sept 30/11 financials to be made available to the HR Committee with recommendations
      - iii. Recommendations on staffing and salary levels / range to be provided by the CEO prior to HR Committee meeting

#### **b. Marketing and Communications – Bruce Deacon**

- i. Marketing and Communications Plan - draft has been developed by Bruce Deacon
  1. Discussion with Greg White, Maurice Wilson and Brian McCaldar on the content
  2. BC A staff to provide review and input back to Bruce Deacon through CEO
  3. One opportunity and focus could be to connect directly with the Day of Event Members in Road Running events.
  4. High School Championships – as is done by Colleges and Universities – could recruitment of Day of Event members at competitions be possible?

#### **6. New Business:**

##### **a. Resolutions:**

- i. To be review by Brd with action and/or recommendations relative to the purposed resolutions – Oct 22/11
- ii. Discussion on a resolution to look at limiting the number of proxy votes any one AGM Delegate can carry. It was recommended that this not be a resolution for the AGM
- iii. Recommended rewording of the resolution dealing with approval of memberships (individual and club) to be provided to the Oct 22 Brd Meeting.

#### **October 22, 2011 BC Athletics Board of Directors Meeting**

1. Brd Minutes of Aug 11, 2011 –

- a. Review and Amended (B. Lund verbatim motions to be posted as a provided by Zone 6 representative) CEO to arrange updating. It was noted that in future as per Roberts Rules motions need to be tabled individually.

## 2. Reports

- i. **Zone 1 & 2 Director - Roberta Tetlock**
  - o Discussion around Zone Director succession planning resulted in a suggestion of putting this forward as a discussion for a Governance Conference / Roundtable meeting item. It was recognized that this is a complex issue that will require active participation by the zone clubs.
- vii. **Finance Director Report – Carey Dillen**
  - o Cary noted that the lease for BCA offices come due on March 31, 2012 which will require the following actions
    - Staff to start the process of looking at what is available in the market
    - Next steps will be a recommendation coming to the Board on the lease and possible office relocation
  - o The draft budget for the 2012/13 fiscal year will be presented at the AGM and go to the Board for approval/revision at a Board meeting following the AGM.
  - o Brian noted that government funding for a Technical Manger, Track & Field contract position has been received and he will be filling that position shortly.
- viii. **Compensation Committee Report – Pam Medland, Chair, Human Resources Committee**
  - b. The compensation committee provided the following background information related to their review:
    - i. Used the Sport BC recent salary survey to establish salary ranges
    - ii. The staff salaries, depending on length of service, will be slightly above the median ranges in the Sport BC salary survey for comparable positions
    - iii. The budget includes a cost of living increase
      - vii. After some discussion a motion was put forward to increase the overall staff salary budget by 4.2%. Moved Denise Clements Moved, Seconded Sanda Turner - Passed
- ix. **Marketing & Communications Director – Bruce Deacon**
  - a. Bruce had the Directors and Staff present at the meeting participate in an exercise to determine the key Marketing & Communications goals. It was noted that like all businesses time and funds are not unlimited therefore it is necessary to focus these scarce resources in an effective manager. The results of the exercise were that M & C committee should focus on:
    - i. Improving membership communication
    - ii. Increasing public awareness

Bruce will take these focus items away and develop a recommendation on the “how” and “timing” for moving forward with these tasks

- x. **Membership Manager – Sam Collier**
    - i. Motion put forward to accept the new applications for BCA membership as presented by Sam Collier. Moved by Tom Dingle and Seconded by Denise Clements. Passed
  - xi. **Programs and Technical**
    - a. Maurice Wilson, Technical Manager, Road /XC Rg provided a document entitled “Guidelines for the inclusion of Para-Athletes in Road Races”. His request was to have the board move a motion that these guidelines be included with the documents that are part of BCA Road Race sanctioning process. There was some brief discussion around the importance in having this type of document.
      - i. The motion was put forward and moved by Barb Lund and seconded by Tom Dingle. Passed.
  - xii. **Officials Report – Barb Lund for Sanda Turner (Barb attended the Officials meeting for Sanda)**
    - a. Report reviewed including action items
    - b. Barb noted that the Officials were requesting the approval of the revised Officials Code of Conduct “guidelines. The guidelines were not available for review prior to or at the meeting.
      - i. Action Item - The guidelines are to be circulated after the meeting by email to seek input and ultimately board approval
- ii. AGM December 2012 - Motions.
    - o The proposed motions submitted by the deadline were reviewed and discussed by the Brd.
    - o The proposed resolutions approved by the Brd of Directors for presentation to the AGM have been posted on the AGM pages of the BCA website.

**The following were referred back to BCA Committees, withdrawn or not put forward because of current rules and processes.**

- o The proposed resolutions relating to the Jnr Development program were returned to the Jnr Development Committee for further study, membership engagement and committee review. To be presented to the Brd by May 31, 2012.
  - **Hammer Weight Proposed Rule Change - Junior Development 12/13 – 2K Hammer**
  - **Back up timing requirement**
  - **Junior Development Awards Banquet**
- o The proposed resolution on the distance for BC Championships - Senior Women’s Cross Country was withdrawn and will be reviewed by the BCA Cross Country Committee and any proposed rule changes will be reviewed by the Brd of Directors prior to the 2012 BC XC Championships

- The proposed resolution on the BC Track & Field Championships Jamboree Schedule – was referred to the Track & Field Committee for discussion, review and recommendation to the Brd of Directors by March 31, 2012.
- The proposed resolution on Track & Field Masters 30-34 yrs – was not put forward as:
  - BC Athletics follows IAAF, WMA and Athletics Canada rules on Masters age which in 2011 was approved to 35 & over for both Stadia and Out of Stadia competitions
- The proposed resolution on Coaching Certification – That every club could host a coaching certification workshop and notification of courses offered is currently provided for/done. It was also felt that this is not a rule/policy matter but rather auctioning the job requirements in a way to better communicate coaching certification opportunities.