



**MINUTES OF THE 2023 BC ATHLETICS SPECIAL GENERAL MEETING  
HELD VIRTUALLY ON NOVEMBER 18, 2023 BY RINGCENTRAL MEETINGS FOR REMOTE DELEGATE  
REGISTRATION AND VOTING**

Virtual check-in for Delegates was opened at 10:30am.

**1. CALL TO ORDER**

- The meeting was called to order at 11:07am with Board Chair, Darren Willis, as the Chair. (*Refer to Addendum "A" for a list of the delegates in attendance*).
- Chair acknowledged that the meeting was being held on the traditional, ancestral and unceded territory of the Musqueam, Tsleil-Waututh, Kwikwetlem and Kwantlen Nations.

**2. CHAIR'S WELCOME & INTRODUCTIONS**

- Darren welcomed the club members and delegates and thanked them for attending.
- Darren also thanked Megann and the staff for all their hard work on the fee proposal and creating the presentation for the membership.

**3. CONFIRMATION OF VOTING PRIVILEGES**

- The voting procedures and number of votes per club were listed on the BCA website.
- Quorum constitutes 31 votes. The Chair confirmed that a quorum was present. Refer to Addendum "A" for a list of the voting delegates.
- The number of votes present when the 2023 BC Athletics SGM was called to order was 40 delegates representing 60 votes.

**4. URGENT MATTERS**

- Chair announced the items of housekeeping and explained the voting procedures, instructions for participation in the meetings and the how delegates can submit questions and comments.
- The Chair called for any urgent matters to come from the floor. There were none.

**5. ADDITIONS OF THE 2023 AGENDA**

- An agenda was posted on the BC Athletics website and links to the AGM Voting Agenda was emailed to all the delegates registered for the 2023 BC Athletics SGM on Friday, November 17, 2023. There were no additions to the agenda.

**6. ADOPTION OF THE 2023 AGENDA**

***MOVED THAT THE 2023 BC ATHLETICS SGM AGENDA BE APPROVED.***  
***Vote was passed by the delegates. CARRIED***

**7. 2024 MEMBERSHIP FEES PRESENTATION AND DISCUSSION**

- Darren Willis and Megann Vandervliet shared a BC Athletics Membership Fee Proposal PowerPoint presentation with the attendees.
- Items of Note:
  - o Increasing the membership fees has been thought about for some time now, especially in 2022 as the organization was coming out of the pandemic. However, it was never good enough to bring it forward to the membership just because it has a while since there was an increase.
  - o The fees that are being proposed reflect six key areas affecting the organization.

- Membership types – streamlining number and cost of membership types offered, and fairness in pricing across membership types
  - 2022-2023 membership fee revenue accounted for 480,683 (including Day of Event memberships)
    - \$535,525 is the projected revenue (including Day of Event memberships)
  - 2022-2023 \$66,023.76 (2021 memberships) was remitted to Athletics Canada
    - This is anticipated to increase to approximately \$128,000 beginning in 2025
  - 2022-2023 \$50,078.72 was remitted to SportBC Insurance to broker General Liability, Abuse Liability, Property Directors & Officers coverage
    - \$4.80 per individual member
- Strategic priorities – Using memberships to reflect current priorities
  - Officials
    - Recruitment and training new officials and recognition of current officials; Use of the Officials Management System
  - Event Hosting
    - Increase funding allocated to hosting grants for Provincial Championship hosting; Increase funding allocated to National/International hosting grants
  - Community and Road Running
    - Run, Jump Throw, Wheel/Community Outreach – Sport Participation Grant and Athletics Brand Grant amounts have not increased yet salary for this role has.
    - Community Road Running/Mountain/Trail – Introduction of new membership type to better support Road Running Athletes; Create new connections within the Mountain/Trail Running community and introduce Provincial Championships in Mountain and Trail disciplines.
  - High Performance Program
    - Funding allocated to the program has not increased in some time and the cost of administering the BC Team program has significantly increased; Strategic priority to eliminate team fees and provide a fully funded BC Team experience across all disciplines.
- Human Resources – Updated salary grid to provide a competitive salary and benefits package to BC Athletics staff, aligned with the rest of the sport sector.
- Risk Management – Proactive approach to Safe Sport claims, and increasing costs of General Liability coverage
  - Increasing pressure to implement a third-party Safe Sport mechanism to administer any Safe Sport claims (federally mandated but not yet provincially mandated); This will either be a service provided through viaSport and/or OSIC; Administration of any Safe Sport claims are anticipated to be more than \$200 per hour for any services rendered, plus retainer fees.
  - Engaging a third party to assist in the investigation of claims could cost \$30,000 - \$50,000.
- Capital Efficiency – No increases to “core” funding or “gaming” funding received or anticipated to match increasing costs of administering sport
  - Significant delays in receiving “gaming” funding from spring to fall. Did see an increase in various grants available through the Government of BC but all allocated to specific projects or creation of new initiatives.
  - BC Athletics must have approximately \$300,000 in case to cover operational expenses; Holding extra cash will provide a hedge against financial risk and program disruption, but will also allow for generation of additional revenues through interest earned from funds allocated to short term financial instruments.
- Athletics Canada – Up to 64% membership fee increase proposed by Athletics Canada beginning in 2025/2026 with an annual CPI escalator
  - Rationale for this increase is to avoid running at a \$220,000 deficit with the increasing costs of funding National Teams
  - For most membership types, Athletics Canada fee will increase from \$15 per member to \$25 per member, with an annual CPI escalator proposed (capped at 5%)
  - Cost to BC Athletics will be approximately \$77,223.00 (2022 membership) to \$128,057.00 (2025) = 60% increase
- The BC Athletics Board of Directors is recommending that BC Athletics membership fees be increased. The recommendation comes as both a response to changes in the operating environment and to the strategic priorities of the organization to grow the sport and better serve the members.
  - Since 2015 the average annual rate of inflation is 2.8%. A \$90 membership fee is now equal to \$112.23.

- Minimal increases to “core funding” from the Government of BC
  - Ensuring appropriate levels of human and technological capacity
  - To serve & frow BC Athletics members
  - To protect against operations risks
- Discussion:
- o It was asked if there was insurance available to protect/cover Safe Sport claims?
    - BC Athletics does hold abuse liability coverage in addition to general liability coverage which is available to BC Athletics members. Occurrence based claims so have to look at when the incident happened and what coverage was in place at the time. In general, yes, there is coverage based on the type of the claim.
  - o Question was asked about the competitive athlete memberships as there is a \$40 different between Senior/Masters and Masters. Also, how does Community Road Running and Road, Trail & Cross Country differ?
    - Eligible for events but not eligible for championship events.
    - Road, Trail & Cross Country limited competitive athlete membership is a full competitive membership. Not eligible for national but eligible for provincial.
    - Senior/Masters allows masters age athletes to compete in the open category where there is no masters category offered. Masters only allows for competing in masters only events.
    - One member noted information and stats on the membership numbers over the last 3-5 years, broken down by type of membership, would be helpful. Sam noted a link to the information in the chat.
  - o A member brought attention to the areas increased and noted it appears the group that has the greatest BC Athletics benefits, is paying the least increase. Junior Development seems to be supporting the other memberships.
    - Another member noted their concern and their club’s concern with the increases. Also feels that the Junior Development and High School memberships are carrying the financial burden. Parents of two children and on a single income will be able to afford. Grass roots are what carry the organization and need to be cognizant of that.
      - Darren noted it is tricky looking at all the membership types and trying to balance the fairness across all the membership types. Agreed that JD athletes do not have the same team opportunities but are also in an age group where lost more athletes than any other. Kids tend to see if they are not being competitive and not eligible for teams. Need to look at other ways and opportunities to develop other experiences and rewards for the sport. Not all the ideas are in place to make it happen, but the association is aware that there is a need to invest in that area. May be a shocking rise but hoping to bring value to that group as things move forward.
  - o A member noted that the priorities are clear but asked what metrics is the association going to use to determine success? Junior Development is the sole bread and butter of the clubs. To get hit with an increase to Junior Development and Rascals, it’s not looking at positively. Scared for what the numbers will be, what numbers are going to drop, what numbers are going to go up. Noted there is good thought going into, but how will we know that we are successful?
    - Increase in coast is the way things are these days but a lot of drastic and quick changes. More discussion would be warranted.
    - Megann noted identifying some clear KPIs is important in the first year. Historically not a lot of metrics to know if we are being successful and if serving the members. Lot of work to do to clarify value to members. Would love to see membership numbers which have been static with slight increases, but what would it take to get up to 10,000 members? One metric is the number of members, membership types and if the price points is effective but won’t know until the roll out some new ideas. Have a solid running high performance program but what does it mean to invest in high school? Being associated with a club, but how to support club in attracting athletes. Train coaches. Sanctioned over 90 Track & Field events last year and staffing those with officials is hard and taxing. Major investment is needed there to aggressively build. Need to tap into some new demographics. Growing as an organization and capacity to serve members is where the investment will go.
      - Darren noted the number of teachers to sign on to coach these programs is a difficult thing. Same for officials and the school system as well. Don’t often talk about elementary school and the outreach into them. Some capacity with RJTW program but K-7 an untapped area. Other sports do a better job of integrating into their school districts and increase familiarity to the sport at that age.
      - A member echoed that grade 8 and 9 is crucial and it comes at a time when they have lots more opportunities for school sports. Asked if BC Athletics has an appetite to revisit the Junior Development and U16 athletes fees>

- o Darren noted yes, they want to be able to revisit the fees, particularly on an annual basis to reflect the strategic plan.
- o Low cost of the training fees in some cases and a number of athletes not competing but still participating. Fee increase was designed to create some room for introductory fees.
- o Talks with insurance provider to offer a trial fee to be cheaper for kids to have a week or two to see if they like the sport. Only way so far through the training fee but does not seem reflective to the other kids in the program.
  - Megann said a number of the clubs use the training fee to offer an introductory membership. Per the conversations with insurance and Athletics Canada, have to pay a fee on every member. Discussing offering a trial membership and Athletics Canada not taking anything from. Want to support the clubs that do not have a trial membership for kids and adults.
- o Need to look at the results and how things are progressing at the membership levels and the priorities like officials. Want to revisit fees, so that if something is not working, can go back to, push in that area with not only a fee change but a targeting program for that age group or membership type.
- o One member gave their club's view on team fees. Understand costs are rising at that level. Will happily cover those fees but the number of athletes making team BC is not high for any club. Never had a family decline. The athletes that have reached that level don't seem to balk to it. The athletes that have a momentum, it's not a negative for the sport. Not see as being a significant detriment or negative. Go after the rising cost and then cut some of the revenue.
  - Megann noted seeing a trend with more clubs stepping up to cover the BC team fee. Not the same with unattached athletes. Also, not every club does cover the fee. Have heard feedback from athletes that they make the team but then have to pay a fee to be on it.
  - Another member noted their club's experience with Team BC fees has also not been an issue. Understand the need for the fee increase but the current proposal worries them greatly with the club's Junior Development membership. Also asked, would a training membership fee be deducted from a full membership
    - Yes, a trial membership but need to investigate. Likely an upgrade from the lower trial membership to the full membership it is now.
- o A member asked about page 4 of the circulated 2024 BC Athletics Membership Fee Resolution, where it notes the staffing costs for the organization could rise from our 2023-2024 budgeted amount of \$662,606, to \$780,200 over the next five years. However, in the BC Athletics Membership Fee Proposal PowerPoint presentation it noted \$618,049 for the 2023-2024 year. What is the actual proposed cost increase and what will the average costs be over the next five years in raising salaries to \$780,000?
  - Megann noted, yes, the numbers were estimates if everyone was with the association long enough to be at the highest of the salary grid. Projected for this year is based on the current staff roles filled and paid out on the current staff.
  - Darren advised the number used are to anticipate what they could be, given the current staffing in place. Not want to be surprised five years from now. Year to year, they have a five step process within each grid for coordinator roles, seven to eight for manager roles, ten years for the CEO role. Anticipate with accurate degree of vision about what will happen on a cost basis there. Need to understand what it will be if staff stay in those roles. Also want to ensure the association retains good people.
- o A member asked for clarification on what is involved with the Endurance and Throws projects?
  - Megann advised programs with earmarked funding through enhanced funding. Received based on the project model proposed. The current model is that the endurance project has a salaried coach and group based training. Throws project is a different model with funding allocated to invest in throws throughout the province. There are three lead coaches that drive the strategy and BC Athletics staff support in the execution. About engagement and mentoring throws coaches, done through an annual throws camp, with athlete focus and coach education. Money goes to fund those programs and does a good job in making that money back with the initiatives. Funding also earmarked for a sprint and jumps project though that has been harder to build momentum with. Pre pandemic they had warm weather training camps.
  - A member asked how the endurance project is not a subsidized club given not all athletes can take advantage of the program.
    - Megann advised the original proposal and model was to mimic a club model that was specific for high performance endurance athletes which Richard Lee is the coach of. Opportunity for athletes to join the group.

- Not the same and doesn't provide the same opportunity as the throws project. Will need to explore with the endurance project. Goal of that should be to build a high performance opportunity but also to support endurance athletes throughout the province.
- o One member asked if the association could plan for increases over a five year period? Perhaps prioritizing growth in various areas would be more feasible.
  - Darren advised the increase from Athletics Canada will happen every year.
  - The member further noted, asking parents to pay more for employees when they in turn are not earning more is not timely during the current financial climate.
    - Darren noted the CPI and rise each year is not known. Didn't want to see it in a period of high interest or cost of living adjustments. Athletics Canada limits at 5%. Also allows it to come back down in lower period of inflation as well.
- o A member noted their thanks for looking into this and felt it is what all clubs should do – good coaching, good programming and clubs need to figure out how to finance that.
- o A member asked for clarification of the only new position being added is the marketing social media position?
  - Megann advised the new marketing social media position was added in February 2024. Jen Brown was the Coach Education Coordinator and was part time so will be replacing with a full time position. Hayley has just transitioned into the coach officials position and the new position to take on all coaching education and officials.
- o A member advised their club has a grave concern that it will be \$250 for two kids, not counting the cost for a pair of spikes. \$250 for what they see as administrative work which is a big chunk of money. Asked, with the Athletics Canada fee proposed, what happens if the provinces vote no?
  - Megann advised there has been a lot of discussion since June with all that came to the table to discuss with Athletics Canada. Darren advised if the provinces voted no to the increases, they will see a revision to the funding of the national program. The last Athletics Canada fee increase was in 2015. There is agreement from the PSOs that they want to see all teams fully funded and not see the athletes have to pay at the national level. Would have to revisit that model and some of the teams would have to be self-funded. Right now, based on what has been seen at the branch council and annual general meetings, looks like general support across the country for the increases so that they can continue to fund those teams.
- o One member, on behalf of another, brought up that the fee for the alumni and the other university athletes, should be the same if they are an alumnus or an ordinary athlete. Alumni athletes have the right to go on teams, nationals, etc. as do the university athletes that are paying the full fee. The other member feels they should be the same fee.
  - Darren noted he discussed this with the other member and it was brought up as a vote a few years ago at an AGM. Going to be part of the work to simplify the membership structure. Membership voted to support those fees right now, so didn't want to fully redress right now but is on our minds for the future.
  - The member noted they have the same benefit.
    - Darren noted they have to look at the metrics being used, to see if that's been the effect, a positive benefit or not.
- o A member noted, with the new system of registering, as a BC member before you register, you register as an athlete for the club. People will go in and see the fees and will say they don't want this. Particularly at the Junior Development level. Has the organization thought about the logistics of it?
  - There are options available and will leave it to the clubs to see how they want to approach that. Not one size fits all.
  - The member clarified, if a parent goes in to register, are they going to be bothered to join the club?
    - Darren noted they like the transparency of it. Clubs have the option to pay all the fees at once through a one step process.
  - The member noted it was another expense for the clubs and the parents.
    - Megann advised Athletics Reg is not an easy transition and Athletics Canada is aware of that. Branched were given no opportunity for feedback. More face time with Interpodia. Breakdown of membership cost for transparency to show what is going to Athletics Canada, what is going to BC Athletics. Depending on the clubs integration, that is the choice the clubs have.
- o A member raised that the meeting seemed like a presentation of what will be, rather than options or suggestions. Asked why they were not accepting suggestions for changed, like the previously raised idea of increasing gradually over five years?
  - Darren advised, the increase is happening and wanted to advise early enough, nine to ten months prior to when the Athletics Canada fees would come into effect, and have a decision. Was hoping today to find out how the clubs and the membership feel about the proposal right now. If the resolution is voted own, then have the option to go back and look at things.

- One member noted their support of the increases but does have a tough time supporting the junior development and under 16s carrying the biggest burden. Asked if BC Athletics could look at equalizing the junior development through the senior fees and then could take another vote?
- Another member noted, if there was another meeting, would like to have a hybrid meeting so the club could send some members to meet in person.
  - Darren acknowledged that was a great point and would allow for a more free flowing conversation.
- Darren thanked everyone for their questions and feedback.
- The vote was called.

**8. 2024 MEMBERSHIP FEE RESOLUTION**

- A copy of the resolution was posted on the BC Athletics website.

**a. 2024 BC Athletics Membership Fees**

*(Ota Hally/Cristi Lundman)* BE IT RESOLVED THAT THE BC ATHLETICS MEMBERSHIP FEES PRESENTED AT THE 2023 SPECIAL GENERAL MEETING TO BEGIN JANUARY 1, 2024 BE APPROVED.

*Vote was passed by the delegates. CARRIED*

**9. CLOSING REMARKS**

- Chair, Darren Willis, thanked everyone for their feedback and gave his appreciation to everyone for voicing their concerns. Darren encouraged everyone to continue to provide their concerns, as the organization is their organization. Darren also thanked Megann.
- Noted there was a comment in the chat asking what the final vote was. Sam advised it was 31 in favour, 21 opposed and 1 abstained. Sam further noted the new fees will come into effect January 1, 2024.
- It was asked when the fees will be posted on the website. Megann said she could commit to doing so by the end of next week.
- The Chair wished everyone a great rest of their weekend.

**10. ADJOURNMENT**

*MOVED (Cristi Lundman /Sue Kydd) THAT THE 2023 BC ATHLETICS SGM BE ADJOURNED (12:54pm).  
Vote was passed by the delegates. CARRIED*

Shannon Barrows, Recording Secretary  
2023/11/18

Director Darren Willis

Director Jasmine Gill

**BC Athletics Annual General Meeting****Saturday, November 18, 2023**

<b>Participating Delegate</b>	<b>Status</b>	<b>Affiliation</b>	<b>Votes Held</b>
Armstrong, Judy	V	KAML	1
Bartlett, Scott	V	LANG	1
Copping, Dawn	V	NORW	2
Coutts, Ian	V	CITY	5
de ST. Croix, Maureen	V	OATF	5
Dhaliwal, Dayl	V	KAML	1
Duley, Cathy	V	KJAK	2
Fisher-Hagel, Karen	V	KJAK	2
Friedman, Natasha	V	UATH	1
Gill, Jasmine	V	BCA	1
Hally, Ota	V	BCA	1
Harrison Kevin	V	LANG	2
Hole, Nigel	V	TBIR	5
Kydd, Kevin	V	UATH	1
Kydd, Sue	V	UATH	3
Lundman, Cristi	V	BCA	1
Mece, Besnik	V	NWSA	1
Mece, Tatjana	V	VOCA	1
Norton, Tom	V	VRTC	1
Radbourne, Natasha	V	LANG	1
Riley, Janet	V	KAML	1
Rogers, Shari	V	KJAK	1
Schoenroth, Lia	V	LANG	1
Self, Paul	V	COQC	5
Steele, Sean	V	AVIC	2
Stoll, Michael	V	VAAA	3
Thomson, Brian	V	OFF	1
Tremblay, Truman	V	KAML	1
Trousil, Tracy	V	AVIC	1
Trustham, Paul	V	VRTC	1
Wanless, Marty	V	LGRR	1
Willis, Darren	V	BCA	2
Wilson, Adele	V	VFAC	2
Brown, Matthew	NV	GREY	0
Flood, Deborah	NV	CITY	0
Hamada, Dereck	NV	KJAK	0
Richards, Jessica	NV	AVTC	0

**BC Athletics Annual General Meeting**

**Saturday, November 18, 2023 (cont.)**

<b>Participating Delegate</b>	<b>Status</b>	<b>Affiliation</b>	<b>Votes Held</b>
Vandervliet, Megann	NV	Staff	0
O'Connor, Kevin	NV	Staff	0
Barrows, Shannon	NV	Staff	0
Collier, Sam	NV	Staff	0
	<b>Total number of Delegates</b>		<b>40</b>
	<b>Total votes present at AGM</b>		<b>60</b>