



## **2023-2024 BC Athletics Board of Directors Work Plan and Action Items**

### **September 2023 – August 2024**

#### **October**

- Darren Willis steps in as acting Chair of the BC Athletics Officials Committee

#### **November**

- Special General Meeting to approve new BC Athletics membership fees resolution, effective January 15, 2024 – *PASSED BY BC ATHLETICS MEMBERSHIP*

#### **December**

- Approval of Brittany Therrien as Director at Large on the BC Athletics Board of Directors for a 2 year term – *APPROVED BY BCA BOARD OF DIRECTORS (BOD)*
- CEO 6-month performance review and scheduled merit increase – *APPROVED BY DARREN WILLIS ON BEHALF OF BOD*

#### **February**

- Approval of Julie Sillars as Director at Large on the BC Athletics Board of Directors for a two year term – *APPROVED BY BOD VIA EMAIL*

#### **March**

- Hosted 2-day BC Athletics Board of Directors Retreat in Squamish, BC
- Draft 2024-2025 Budget presented to the Board of Directors – *APPROVED BY BCA BOD*
- Approval to begin process of review and revision of BC Athletics governance, including Constitution, Bylaws, & Operating Policies – *APPROVED BY BCA BOD*
- Approval to announce proposed changes to BC Athletics Committees and Working Groups – *APPROVED BY BCA BOD*
- Draft of the Board of Directors Annual Agenda – *APPROVED BY BCA BOD*
- Continued recruitment of new Director of Finance

#### **April**

- BOD and staff begin to workshop clarifying the BC Athletics mission, vision and values statement
- BC Athletics Disciplinary Panel activated to adjudicate member complaint

**May**

- BOD and staff continue work on BC Athletics mission, vision and values statements
- Finalize and approve revised Safe Sport policies, including adopting the services of the Athletics Canada Office of the Commissioner – *APPROVED BY BOD*
- Board of Directors approves hiring a third-party independent investigator to support the BC Athletics Disciplinary Panel in adjudicating a complaint – *APPROVED BY BOD*

**July**

- BOD approves pausing the Annual Awards Banquet for 2024 until a more economical solution can be found. Virtual awards of all categories will continue – *APPROVED BY BOD*
- Approval of new Director of Finance – Chris Wray, for a two-year term – *APPROVED BY BOD VIA EMAIL*
- CEO 12-month performance review and scheduled merit increase - *APPROVED BY DARREN WILLIS ON BEHALF OF BOD*

**August**

- Audited financial statements presented to the BOD by BDO – *APPROVED BY BOD*
- Presentation of the revised 2024-2025 operating budget – *APPROVED BY BOD*
- Preparation for BC Athletics Town Halls (August 13, 15, 20, 22)
  - Officials Development
  - Membership Simplification
  - Track & Field Event Hosting
  - Board of Directors and CEO Q&A
- Preparation for the 2024 Annual General Meeting (August 24, 2024)