



BC Athletics Executive Committee Meeting – February 3, 2015
Fortius Sport & Health/Athlete Development Centre, BC Athletics Boardroom
Minutes

Attending in person: Greg White, Chair; Brian McC Calder, President/CEO; Jim Hinze, Vice Chair

Attending by teleconference: Carey Dillen, Director Finance; Carey Nelson, Director Administration & Planning (joined the meeting at 5:42pm); Randy Longmuir, Director Programs & Technical Development; Sam Collier, Manager Registration and Membership Services

Regrets: Paul Mathias, Marketing & Communications; Delores Sebellin, Director Events & Promotions

1. The meeting was called to order at 5:39 PM. Introductions were made.
2. Additions to the agenda – Minutes from the Board Meeting of December 6, 2014 noted as received and was added to the list of minutes on the agenda.
3. Adoption of the Agenda
4. Approval of the minutes
 - a. Executive Committee Meeting Minutes of August 12, 2014 – J. Hinze /G. White – Passed (C. Dillen and R. Longmuir abstained)
 - b. Acknowledged receipt of the Board of Directors Meeting Minutes of November 15, 2014
 - c. Acknowledged receipt of the Masters Committee Meeting Minutes of January 14, 2015
 - d. Acknowledged receipt of the 2014 BC Athletics AGM Minutes
 - e. Acknowledged receipt of the Board of Directors Meeting Minutes of December 6, 2014
5. Actions arising from the minutes
 - a. Planning Committee – see Planning and Administration section below
6. Reports
 - a. Chair of the Board of Directors Report (Greg White)
 - i. Oral Report given
 1. Athletics Canada Upcoming Event February 15, 2015, Canadian Olympic Committee presenting the bronze medal.
 2. Athletics Canada has a number of committees that all have branch representatives whose positions have expired. The Athletics Canada nominating committee will be reaching out to the branches for nominations.

3. SportBC very actively involved with the Americas Masters in 2016 which is to be held in Vancouver.
 - a. Brian reported, without sanctioning, no requirement for the officials and lesser involvement from BC Athletics staff. Need to explore how to have the event sanctioned, which needs to be lead by the leads of the Vancouver Organizing Committee. If event cannot be sanctioned, may need to look at creating a same day of competition membership.
 4. Athletics Canada AGM will be during the time of the PanAm Games in Toronto.
- b. Vice Chair of the Board of Directors Report (Jim Hinze)
 - i. Oral Report Given
 - ii. Attended the Masters Committee Meeting and thanked the membership and the Board for supporting them on their resolution.
 - iii. Chair noted the Heritage Committee needs to be looked at as looking for individual to drive the committee. Chair and Jim to discuss further.
 - c. Financial Management (Carey Dillen & Staff)
 - i. Key Indicators
 1. Membership revenue to be reviewed for the 10 months ending January 31, 2015
 - a. Received to January 31, 2015
 - b. Invoices for January 2015 through Trackie Membership database
 - ii. Financial Summary to December 31, 2014 – circulated
 1. Better understanding needs to be achieved around membership, as there is no clear indicator as to why numbers are lower this year. Sam reported further funds will be deposited tomorrow and Carey noted this would bring the number better in line to the previous years.
 2. Outstanding invoice report from Trackie for December 2014, Jan 2015 and February 2015 plus prior to year end shows \$75,239. Therefore approximately \$96,800 in membership revenue yet to be recorded in the books. As at January 29, 2015 the books show \$207,910 in membership revenue. With the membership revenue yet to be recorded, total would be approximately \$305,000. Brian noted he feels more comfortable with the projected membership revenue, but does want to monitor it weekly. Carey noted watching the outstanding invoices and collection of.
 - iii. Projections to March 31, 2015 Year End
 1. Updated to be presented at the March 7, 2015 Board of Directors Meeting
 - d. Administration and Planning (Carey Nelson/Brian McCaldar)
 - i. Strategic Plan Update (Brian McCaldar)
 1. Planning Committee
 - a. Sub-committee on Officials Recruitment and Retention
 - i. Next Steps:
 1. Review of recommendations
 2. Prioritize recommendations
 3. Cost estimates
 4. Leads
 5. Revenue source

6. Timelines

- ii. Brian advised the urgency of the matter and noted that the report may need to be considered as part of the overall Strategic Plan.
- iii. Chair requested the Planning Sub-committee meet within the next two weeks and a brief report to the Board be included for the next Board of Directors Meeting (March).
- ii. AGM 2015 (Sam Collier/Brian McCaldar)
 - 1. Planning for 2015 AGM
 - a. December 4, 5, & 6, 2015
 - b. Hotel should be booked as soon as possible but decision needs to be made as to if the AGM should remain hosted at the Richmond hotel or another location. Chair concerned with the Richmond hotel's ability to host the awards banquet. If looking at a new facility, need to look at logistics but also budget requirements. Delta Hotel in Burnaby (on the freeway) may be an option as they do have a higher capacity for the banquet and meeting rooms. Chair will meet with Delores to confirm she can look into the options for hosting the AGM (weighing the costs, looking at matters of access, etc.) and report back to the board.
 - iii. Human Resources (Brian McCaldar)
 - 1. Summer Student application – Update
 - 2. HR Committee Meeting – Thursday, February 5, 2015
 - iv. Sport BC (Greg White/Brian McCaldar)
 - 1. Update
 - a. 2016 America's Masters Games – part of the lead organizing group (City of Vancouver, Tourism Vancouver, PacCo, Vancouver Hotel Association, UBC)
- e. Marketing, Sponsorship & Communications (Paul Mathias/Brian McCaldar)
 - i. Initiatives
 - 1. Sponsorship secured on the Provincial Road Running Series, just finalizing the agreement.
- f. Events and Promotions (Delores Sebellin/Brian McCaldar)
 - i. No report given.
 - ii. Brian provided an update on the tents, flag and banners.
- g. Programs and Technical Development (Randy Longmuir/Brian McCaldar)
 - i. Athlete Development
 - 1. Junior Development Committee
 - a. Reviewing the JD Manual with the view to removing references to the Midget age group.
 - i. Randy to connect with Graham Fell and Tyler, as the Board JD Representative, to drive the action item to completion.
 - ii. Brian to send Graham the JD rule on athletes not being allowed to compete up an age class as it was noted to be reviewed in the next year.
 - 2. Hershey Youth Track & Field Series (Brian McCaldar)
 - a. Proposal from Athletics Canada for Regional Hershey

Youth Track & Field Meets with:

- i. Youth Track & Field events
 - ii. Run Jump Throw Wheel component
 - iii. Para-Athletics component
 - b. Includes providing \$5,000 cash, clothing for officials and other collateral for promotion of the event.
 - c. Reviewed by BCA Track & Field Technical Manager and Track & Field Committee and Track & Field Committee supports the event. Other questions and planning still to be completed.
 - i. Randy noted concerns with being able to host a meaningful competition and the organization demands but hosting the event in partnership may alleviate some of those concerns.
 - d. Does link with the BCA Strategic Plan section
 - i. Athlete Development – Sport Performance
 - e. Proposed dates: July 24, 25, 25, 2015
 - f. HOC and Venue – TBD
 - g. Officials Committee – to be contacted
- ii. Athlete Support Programs
 1. BC Athlete Assistance
 - a. Final list of recommended athletes is being reviewed by the Track & Field Committee this week
 - i. Chair noted timelines need to be more realistic to lessen frustration of expectations
 - b. BC AAP cheques to be sent out once the list is approved by committee and any appeals considered.
 - c. 2015-2016 AAP Criteria to be available at the end of February 2015
 2. Athletics Canada NextGen (Generation) Program (Brian McC Calder)
 - a. A program to support identified athletes 5 to 8 yrs from Podium Performances.
 - b. Athletes identified through:
 - i. Performance averages for World Championships/Olympic finalist 2009 – 2013
 - ii. Age of finalists to determine age range – currently
 - iii. Currently 19 BC Athletes
 1. Looking to identify service gaps, training gaps, coaching gaps
 - iv. Age range 23 to 30 in 2020 (Born 1990 to 1997)
 - c. To be reviewed after March 31, 2015
- iii. BC Athletics Team Programs
 1. Selection Standards
 - a. To be circulated at the end of February 2015
- iv. Officials
 1. Request for updates on the Next Steps and Action re: Officials

Recruitment and Retention Sub-committee report (report circulated)

h. Membership (Sam Collier)

i. Reports

1. Manager Registration Services Report to the Board – Circulated
 - a. Feedback provided to the Chair on Trackie and how it's working and remaining challenges.
 - b. Motion to approve the Martin Brower Blaze Club – J.Hinze/C. Nelson – Passed
 - i. Brian raised concerns about the company's liability insurance. Sam will go back to Martin Brower to clarify the matter.
 - c. Motion to approve the Thompson River University as a post secondary club membership (requirements met following the circulation of the membership report) – J. Hinze/R.Longmuir – Passed.
 - d. Two further clubs in the works with more information to be circulated at a later date.
2. Individual and Club Membership registrations updated list as at February 2, 2015 – Circulated
 - a. Approval of individual memberships
 - i. Motion to approve the Individual Memberships as of February 2, 2015. J. Hinze /C. Dillen – Passed.
 - b. Approval of Club Memberships
 - i. Motion to approve the School Club Memberships and Club Memberships, both completed and pending and the pending still to meet requirements. J. Hinze/C. Nelson – Passed

7. New Business

- a. No New Business

8. Motion to Adjourn – J. Hinze/C. Nelson. The meeting was adjourned at 7:03 PM

9. Next meetings:

- a. Board Meeting Saturday, March 7, 2015, 9:00am, Fortius Athlete Development Centre, Burnaby, BC
- b. Executive Committee Meeting, April 7, 2015, 5:30pm, BCA Office, Fortius Athlete Development Centre, Burnaby, BC

Director Signature _____

Director Signature _____