



BC Athletics Executive Committee Meeting – April 7, 2015
Fortius Sport & Health/Athlete Development Centre, BC Athletics Boardroom
Minutes

Attending in person: Greg White, Chair; Brian McCaldar, President/CEO; Jim Hinze, Vice Chair; Paul Mathias, Marketing & Communications

Attending by teleconference: Carey Dillen, Director Finance (joined the meeting at 5:41pm); Carey Nelson, Director Administration & Planning; Randy Longmuir, Director Programs & Technical Development; Delores Sebellin, Director Events & Promotions; Sam Collier, Manager Registration and Membership Services

Regrets: None

1. The meeting was called to order at 5:32 PM. Introductions were made.
2. Additions to the agenda – None
3. Adoption of the Agenda – J. Hinze/P. Mathias – Passed
4. Approval of the minutes
 - a. Executive Committee Meeting Minutes of February 3, 2015 – J. Hinze /R. Longmuir – Passed (P. Mathias and D. Sebellin abstained)
 - b. Receipt of the Board of Directors Meeting Minutes of March 7, 2015 – Not available at this time.
 - c. Acknowledged receipt of the Masters Committee Meeting Minutes of April 1, 2015
5. Actions arising from the minutes
 - a. None
6. Reports
 - a. Chair of the Board of Directors Report (Greg White)
 - i. Oral Report given
 1. Athletics Canada Officials Development Summit – Brian to attend to share the progress within BC.
 - b. Vice Chair of the Board of Directors Report (Jim Hinze)
 - i. Oral Report Given
 - ii. Attended the Masters Committee Meeting and noted on the website it's been hard to find the Master Committee items. Sam and Brian noted how to find the information or to use the Site Search and Greg noted the item was raised at the Board meeting and is being looked into.
 - c. Financial Management (Carey Dillen & Brian McCaldar)
 - i. Key Indicators
 1. Membership revenue off projection/membership numbers up –

- Membership revenue projection off by \$14,000. Still to be determined if projections were off or if members are changing membership types and the timing of the higher income membership types is different to last year.
2. Auditor attending May 19 – 22, 2015.
- ii. Financial Summary to March 31, 2015 – circulated
 1. Carey Dillen noted the March 31, 2015 Pre-Adj Draft 14-15 Yr End as noted on the circulated Financial Summary is the best estimate at the moment. March month end will be completed in the middle to end of April and with a better indication on the auditor's timeframe, will provide a pretty solid financial summary for the auditors in May. Plans to recalibrate operating budget for the 2016 fiscal year after the completion of the auditors review and adjustments and estimates presentation to the Board in late June.
- d. Administration and Planning (Carey Nelson/Brian McCaldler)
 - i. Strategic Plan Update (Brian McCaldler)
 1. Planning Committee
 - a. Working Group for the Sub-committee on Officials Recruitment and Retention – Review of initial meeting: Greg reported the working group met about a week and a half ago and was well attended. Will provide a report to the Board for the May meeting.
 - ii. AGM 2015 (Sam Collier/Brian McCaldler)
 1. Planning for 2015 AGM
 - a. Sam drafted a document to capture the basic needs for space and food for the AGM and banquet and sent it to Brian. Brian will circulate to Delores.
 - iii. Human Resources (Brian McCaldler)
 1. Summer Student application – Update: Awarded funding (100% of 14 weeks of minimum wage. BC Athletics tops up to \$16/hour) for one student (applied for two).
 - iv. Sport BC (Greg White/Brian McCaldler)
 1. Update
 - a. 2015 AGM – June 2015
 - i. Elections – Greg noted the nominations close toward the end of April.
 - ii. Special resolutions – Greg provided an overview of the two special resolutions, which are seen as matters of housekeeping/governance.
 - iii. Provincial Sport Organizations hope to meet in the coming weeks to discuss the Sport BC model.
- e. Marketing, Sponsorship & Communications (Paul Mathias/Brian McCaldler)
 - i. Initiatives
 1. W50 initiatives to be developed/initiated – Resort municipality commitment received. Waiting to receive the condition details and reporting requirements. Timex appears to be back on board for product sponsorship.
- f. Events and Promotions (Delores Sebellin/Brian McCaldler)
 - i. Nothing to report
 - ii. AGM 2015 – Meeting to be arranged
 - iii. Update:

1. Tents, Flags, Banners – On hold. Spend still in budget, just waiting to confirm revenue before proceeding.
 - g. Programs and Technical Development (Randy Longmuir/Brian McCalder)
 - i. Athlete Development
 1. Junior Development Committee
 - a. JD Manual – reviewed and to be posted. Graham would also like the results of the survey to be posted.
 2. Hershey Youth Track & Field Series (Brian McCalder)
 - a. BC Event awarded to Ocean Athletics (July 25 & 26, 2015 in South Surrey)
 - ii. Athlete Support Programs
 1. BC Athlete Assistance
 - a. BC AAP cheques have been sent.
 - b. One appeal on BC AAP – under review by Track & Field Technical Manager
 - c. Release of the tentative standards of the BC Teams. Comments due back to the Track & Field Technical Manager by tomorrow.
 - d. The matter of the 14 year olds to attend with the 15 years olds is still unresolved. Brian noted this is a rule change and must be presented to the Board. The Track & Field Manager has been advised.
 - iii. Officials
 1. AC Officials Summit – April 17 to 19, 2015 Winnipeg – John Cull and Brian McCalder attending
 - h. Membership (Sam Collier)
 - i. Reports
 1. Manager Registration Services Report to the Board – Circulated
 2. Club Membership approvals
 - a. Motion to approve the School Club Memberships for Lord Kitchener Elementary and Revelstoke Secondary. J. Hinze/P. Mathias – Passed
 - b. Motion to complete the Pending School Club Membership for Walnut Grove Secondary upon completion of the financial requirement. C. Dillen/R. Longmuir – Passed
 3. Individual Member approvals
 - a. Motion to approve the Individual Memberships as of April 7, 2015. C. Nelson /P. Mathias– Passed.
7. New Business
- a. Athletics Canada
 - i. Call for Athletics Canada Committee applications from Athletics Canada Branches for:
 1. Strategic Planning – 1
 2. Awards – 1
 3. National Team – 2
 4. Officials – up to 3
 - ii. AGM July 2015 – Four of the nine Board positions are up for reelection and one is for the Female Athlete Representative. Two

nominees have been received to date and will be taken to the membership to vote on once nominations close.

- iii. Death of an athlete at a training camp in the Caribbean – Prompted the recent circulation of the Athletics Canada Crisis Plan (communications plan). Greg noted this item would be brought forward as an agenda item at the May Board meeting to look at on a Provincial level.

8. Next meetings:

- a. Board Meeting Saturday, May 2, 2015, 9:00am, Fortius Athlete Development Centre, Burnaby, BC
- b. Executive Committee Meeting, Tuesday, June 23, 2015, 5:30pm, BCA Office, Fortius Athlete Development Centre, Burnaby, BC
****Please note this has been moved from June 16, 2015**
- c. Board Meeting, Tuesday, July 14, 2015, 5:30pm, BCA Office, Fortius Athlete Development Centre, Burnaby, BC
- d. Executive Committee Meeting, Tuesday, August 11, 2015, 5:30pm, BCA Office, Fortius Athlete Development Centre, Burnaby, BC
- e. Board Meeting, Monday, October 19, 2015, 5:30pm, BCA Office, Fortius Athlete Development Centre, Burnaby, BC
- f. Board Meeting, Saturday, November 14, 2015, Fortius Athlete Development Centre, Burnaby, BC

- 9. Motion to Adjourn – J. Hinze. The meeting was adjourned at 6:44 PM

Director Signature _____

Director Signature _____