



**BC Athletics Board of Directors Meeting – July 8, 2020
Held by Teleconference
Minutes**

Attending by teleconference: Greg White, Chair; Jim Hinze, Vice Chair; Brian McCaldar, President/CEO; Ota Hally, Director Finance; Jordan Myers, Director Events & Promotion; Jacob Emerson, Director Zones 3, 4 & 5; Darren Willis, Director Zone 6; Cathy Johnson, Director Zone 7 & 8; Rebecca Dutchak, Athlete Director; John Gay, Athlete Director; Nathan Reich, Athlete Director; Sam Collier, Manager Registration and Membership Services; Clif Cunningham, Technical Manager Road and Cross Country Running; Sabrina Netthey, Run Jump Throw Wheel Coordinator

Regrets: Tyler Heisterman, Director Programs & Technical Development; Barb Drake, Director Zones 1 & 2; Jasmine Gill, Director Zones 3, 4 & 5; Chris Winter, Technical Manager Track & Field; Jennifer Brown, Coaching Education Coordinator; Richard Lee, Coach, BC Endurance Project

1. Meeting was called to order at 6:01pm.
2. Introductions were made.
3. Additions to the Agenda - *Information Items: Canada Summer Jobs Grants Received* added to the agenda
4. **Adoption of the agenda – J. Hinze/O. Hally – Passed**
5. **Financial Report**
 - a. Items of Note
 - i. Auditor's Final Report to the Board of Directors presents the results of the audit of the financial statements and was circulated to the Board.
 1. Ota advised the final report notes how the audit went and reports it went well. The auditors confirm their independence, which is standard, and speak to the materiality of the information. No unusual audit findings. Executed the management of representation letter to confirm they were given all necessary information to complete audit. Considered the risk of fraud and internal controls and had no issues with.
 - b. Audited Financial Statements for fiscal year 2019-2020 – Circulated
 - i. Items of Note
 1. No material final changes so as presented.

2. March 31st statements - No change to financials besides impact of COVID.
 3. Audited by BDO. Auditor did not make any unusual comments and had no issues during audit. Auditor is pleased and provided a clean opinion with the financials.
 4. Brian noted page five provides a statement of revenue over expenses and for the year ended March 31 there was a \$21,883 surplus at the end of the fiscal year. Brian further noted some of the surplus related to the scaling back of programs in the last part of March due to COVID.
 5. Will provide a redraft of the operating budget. Going to provide more detail to Gerry and will come back to the board with approval of the operating budget for the 20/21 year.
- ii. Approval of the Audited Financial Statements
 1. **Motion to approve the 2019-2020 BC Athletics Audited Financial Statements, as presented – O. Hally/J. Myers – Passed**
- c. Update on the Federal Govt wage subsidy of 75%
 - i. Still waiting on legislation C-17 to pass, which is before the house today. If it passes, then some amendments to legislation would allow not for profit associations to be eligible for the 75% wage subsidy. BC Athletics did not have a payroll number as SportBC has the payroll number and it was submitted through that number. BC Athletics has a payroll number as of April 15 and has asked to be backdated to January 15th.
 - ii. If C-17 passes, will be a 75% wage subsidy going forward. Will be eligible to apply and SportBC is then approved to do that on BC Athletics behalf. Would be eligible for 75% less the 10% already received.
 - iii. Would be a separate step to backdate it. Brian advised it would only be applicable from March 15th onwards and he's not sure if backdating to January 15th is possible.
 - d. Update on the \$40,000 Federal Government Small Business Loan Application (CEBA Program)
 - i. Submitted application today.
 - e. Rent Subsidy Program
 - i. Decision received today from Fortius, landlord for the office, and they will not move forward with the proposal on how to break even on rent and go through to the federal government rent subsidy. Would have meant \$940 savings per month for BC Athletics for three months, upwards of \$2,800-3,000. Will mean that some of the tenant will either not be able to pay their full rent and some will be deciding to vacate.
 - f. Current financial status
 - i. As of the end of June, have \$220,000 cash in the bank. At the end of September, will have the balance of the viaSport core support of \$196,865. Applied for gaming revenue, \$250,000 plus \$23,563 for Canada Games Support, which will end up giving back to the BC Games Society. Normally have \$160,000 in gaming revenue. Other sports have been notified of their grants and have been the same as last year. So could be seeing the same, in the range of the \$160,000. Queried about the February 28th notification deadline. Notify applicants for the gaming grants before the end of December. Federal government put in place \$73 million for amateur sport, \$32 million for provincial sport organizations,

which is being managed by government in each of the provinces. Right now notification has gone to the BC government and viaSport and working through how they will break up the money allocated to BC (part of the 32 million) and will let know BC Athletics how much they will be eligible for. Not known how BC Athletics will be able to access that money.

- ii. Item to action – Safe Sport – A condition and requirement of the core funding support this year is that each director and staff must go through and take the training on safe sport. Will be disseminating the information. If already done, there will be a way to provide that information. Will provide viaSport with all directors contact information to be compliant and get in place for the overall initiative for safe sport. End of September is the deadline and needs to be in place for. Would like to do as quickly as possible. Time commitment online is approx. 90 minutes.

6. Membership Report

a. Items of Note

- i. Still getting members as they're starting to sign up for first time in 2020. As of about 11pm last night, total of 4,572 individual members and 1774 had completed the COVID19 Waiver/Questionnaire process thus returning their memberships to current.
- ii. Clubs are taking their time in getting starting up and being careful. Waivers don't go out until club does attestation. Currently 74 clubs registered for the year and 52 of them have completed the Club Attestation waiver and are in the process of re-opening.

b. Approval of Individual Memberships – Circulated

- i. April 27th was the last time report was run. All members since April 27th.
- ii. **Motion to approve the list of individual memberships received from April 27, 2020 to July 3, 2020 as provided – J. Gay/J. Hinze – Passed**

c. Approval of Club Memberships – Circulated

- i. **Motion to approve the list of renewing Club memberships, pending completion of fulfilling all requirements – J. Emerson/J. Hinze – Passed**

7. Administration

a. Canada Summer Jobs – grants for 2 positions

b. Back to Competition updates:

i. AC Task Force – Return to Competition Plan

1. Highlights

- a. BC CDC advised there is no high risk of transmission through the sand but not that there is no risk. Advise to continue high hygiene and sanitary measures like sanitation of hands and at each of the event sites.
- b. Middle distance and long distance track events: max of 8 in events. Physical distancing at all times, as best as possible but acknowledge it won't be easy to do during the race. Emphasis on health screening assessment, physical distancing, hygiene, masks before and after events.
- c. Relays okay going forward. Hand hygiene highly advisable.
- d. Legal side – following up with Athletics Canada legal regarding existing waivers and if any enhancement of waiver is required. Also following up regarding physical

distancing requirements with middle distance athletes while running. Most challenging event area.

- e. Records and ranking – If sanctioned there will be no difference. Marks won't count for World Athletics Rankings and/or Olympic qualifying.
 - f. Updating both the training and competition documents. Will circulate to task force for approval and then back to staff to update as necessary.
 - g. Targeting the week of July 13th to have the document out to the membership. Circulated to the Board in current draft form.
2. Question – Can the information from the task force be provided to the membership or waiting until provincial addendum is published? It was noted that the information presented is information only and is confidential to the Board. Only when document is back from Athletics Canada and any last amendments are made, will it be made a public document. Hoping to be as soon as possible.
 3. Brian noted, for any issues that come forward, recommend going back to the guidelines but doing so in a positive educational way. Physical distancing is respected and adhered to. Not gathering in large groups so staying within the guidelines. Not law but guidelines are to protect everyone's health and safety.
 4. Clif noted – for off track events – 50 in total per event permit, including volunteers, etc. 50 all in over the entire scope of the event permit. No staggered starts. No change at this time. Working with race directors who are seeing different movement in other provinces. Right now, still 50 as the limit. Change would only come from a notice received from the public health authorities.
 5. Whistler50 still pending but decision needs to be made by July 15th. Leaning towards a no at this point as, at this time, Whistler is not issuing any permits. Will decide next week so that registrants can be advised.
 6. First phase is interclub (meaning intramurals/within the club) and if and when back to competition and sanction competition. Then a gradual movement out to other communities and regions but not until a drop in numbers or vaccine is available to provide confidence to compete provincially.
- c. AGM update:
- i. Format
 1. Asked if a Zoom format would work and the Directors agreed that they thought it would.
 2. Chair thought maybe 40-60 people would participate and recommend protocols to manage communications.
 3. Brian confirmed the AGM was scheduled for Saturday, August 28th and at this time still for an 11:00 am start but that was for accommodating those travelling. Could look at changing time, depending on what is most accommodating for the membership. Asked that any Directors who have feedback on the time, to please let Sam or Brian know.

4. Asked if it was realistic to complete the meeting within a 2-3 hour timeframe and everyone agreed it would be. Figured they would lose people after 3 hours and felt it was better to keep it short and simple. Recommended closer to 2/2.5 hours, depending on reports and items for discussion.
 5. Sam noted she will put out a call for reports on the website next week. Report will be able to be read at anytime prior to the AGM.
- ii. Nominations
 1. Sam has posted the information for the elections on the website.
 - iii. Resolutions/motions
 1. Sam has posted the call for resolutions on the website.
- d. Urgent matters – None
 - e. Information Items
 - i. Canada Summer Jobs Grants Received
 1. Received grants for 2 positions at 8 weeks each. Holding to 8-week period. Tried to push to 16 but cannot commit resources. Already hired one individual who began Monday of this week. Working with Sabrina, Jen and Sam. Second position to start August 31st and could be a position that would work for a co-op student. 8 week funding is \$4,748 for each position, which includes salary support at minimum wage. \$17 plus vacation pay. Noted that BC Athletics can manage the difference for the 8-week period and will get a good portion back from the federal government at the end of the appointment.
8. Next Board of Directors meeting to be announced.
 9. **Motion to Adjourn – J. Hinze/O. Hally – Passed.** Meeting was adjourned at 6:47pm.

Director Signature _____

Director Signature _____