

Manager Registration & Membership Services

Sam Collier

Board of Directors Meeting – June 26, 2019

1. 2019 Individual Memberships (*BOD approval required*)

Please refer to the list attached. This list represents memberships processed between April 16, 2019 and June 19 2019. Individual memberships must be formally approved by the Board of Directors.

Comparison to the same time period last year:

The number of memberships entered for the 2018 membership year as of **June 19, 2018** was **6,157**

The number of memberships entered for the 2019 membership year as of **June 19, 2019** is **6,106**

2. 2018/2019 School Club Memberships (*BOD approval required*)

The following School District Membership must be formally approved by the BC Athletics Board of Directors.

Richmond SD #38

3. 2019 Club Membership Renewals (*BOD approval required*)

The only new club renewal to prove is highlighted – **Kootenay Chaos Track Club**. Please approve this application pending the requirement of a minimum of 5 embers. The club currently has 3 noted on Trackie.Me.

4. 2019 BC Athletics Annual General Meeting Update

- Date set – **Saturday, September 7, 2019** – 11:00am – 3:00pm
- **Call for Resolutions** – Information and form available on website. The formal call for resolutions will go out next week before I leave on vacation. There will be an announcement in the News section on the website and an email blast to all Coach, Associate and Official members.
- **Delegate Registration** – Open on the website.
- **Elections:** Ready to post once information has been OK'd by Greg White/Jim Hinze/Brian McC Calder. Nomination forms also ready to go. Chris Winter will create the form for the Athlete Director Position

Director Administration & Planning

[nomination form](#)

<i>2 YEAR TERM</i>	<i>Currently Vacant</i>	
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Working with B.C. Athletics staff, volunteers and individuals under contract to B.C. Athletics, the Director Administration & Planning shall:

- Ensure that minutes of all meetings of the Association and the Board of Directors are kept, that the Association's records are secured, and that all reports as required by the Society Act are produced in a timely manner.
- Be responsible for the development of the Association's human resource needs and operations.
- Oversee the management of the Association's membership program.
- Ensure the compilation of B.C. Athletics statistics and statistical reports.
- Supervise the orderly development, effective operation and, as required, modification of the B.C. Athletics office electronic communications systems and equipment.
- Sit as a member of the Executive Committee.
- Be responsible for the implementation of and reporting upon the current strategic plan.
- Ensure that there is an orderly and timely development of a successor strategic plan.

Director Marketing and Communications

[nomination form](#)

<i>2 YEAR TERM</i>	<i>Incumbent – Mark Harding</i>	
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Working with B.C. Athletics staff, volunteers and individuals under contract to B.C. Athletics, the Director Marketing and Communications shall:

- Be responsible for the development of the Association's marketing strategy, including all aspects of fund raising, securing of sponsorships, the promotion and marketing of properties, competitions, merchandise, etc.
- Establish and supervise the development of an effective Marketing Committee.
- Assist in the development of a Business Plan for the Association.
- Ensure the effective operation of the Alumni Association.
- Oversee the Awards and Recognition unit operations.
- Sit as a member of the Executive Committee.
- Ensure the orderly production of the communication vehicles of the Association, including the B.C. Athletics Bulletin (electronic), Calendar of Events, and any other regular or special mailings.
- Be responsible for an effective public relations function for the Association.

Director Events and Promotions

[nomination form](#)

<i>2 YEAR TERM</i>	<i>Incumbent – Jordan Myers</i>	
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Working with B.C. Athletics staff, volunteers and individuals under contract to B.C. Athletics, the Director Events and Promotions shall:

- Establish and maintain, through close cooperation with B.C. Athletics staff members, an effective operational framework for the development of existing and future event properties of B.C. Athletics.
- Develop in cooperation with the member clubs of B.C. Athletics, ways and means in which locally-staged events can benefit from the operational framework established for B.C. Athletics Event Properties.
- Coordinate the development of an operational framework for the promotion of both member club and B.C. Athletics Event Properties.
- Sit as a member of the Executive Committee.

Zone Directors

Zones 1&2 nomination form
Zones 3,4,5 nomination form
Zone 6 nomination form

Zone 1/2 2 YEAR TERM	Incumbent: Kames O'Kane	
Zones 3/4/5 (1 OF 2 positions) 2 YEAR TERM	Incumbent: Jasmine Gill	
Zones 6 2 YEAR TERM	Incumbent: Darren Willis	

Working with B.C. Athletics staff, volunteers and individuals under contract to B.C. Athletics, the Zone Directors shall:

- Initiate, where necessary, and attend meetings with zone clubs/associations.
- Assist zone clubs/associations to better understand the aims/directions of the Association.
- Prepare Zone Reports for presentation to meetings of the Board Prepare an annual Zone Report for presentation at the Annual General Meeting.
- Carry out other responsibilities as may be required from time to time.

Female Athlete Representative Directors

Female Athlete Director 2 YEAR TERM	Incumbent: Katelynn Ramage	
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Working with B.C. Athletics staff, volunteers and individuals under contract to B.C. Athletics, the Athlete Representative Director shall:

- Initiate, where necessary, and attend athlete meetings at suitable times or occasions.
- Coordinate athlete viewpoints, etc., relative to their specific or general concerns.
- Present such input, concerns, suggestions, proposals for change, etc. from athletes to the Board at any regular or special meeting.
- Participate directly or through delegated athletes on appropriate program committees.
- Prepare an annual Athletes report for presentation at the Annual General Meeting.
- Carry out other responsibilities as may be required from time to time.