



**BC Athletics Board of Directors Meeting – November 16, 2019  
Fortius Sport & Health/Athlete Development Centre, Barcelona Boardroom  
Minutes**

**Attending in person:** Greg White, Chair; Jim Hinze, Vice Chair; Brian McCaLder, President/CEO; Jordan Myers, Director Events & Promotion; Chris Winter, Technical Manager Track & Field; Clif Cunningham, Technical Manager Road and Cross Country Running; Sabrina Nettey, Run Jump Throw Wheel Coordinator; Barb Drake, Director Zones 1 & 2; Jasmine Gill, Director Zones 3, 4 & 5; Cathy Johnson, Director Zone 7 & 8

**Attending by teleconference:** Ota Hally, Director Finance (joined the meeting at 12:50pm and left the meeting at 1:20pm); Darren Willis, Director Zone 6; Sam Collier, Manager Registration and Membership Services (left the meeting at 11:25am)

**Regrets:** Tyler Heisterman, Director Programs & Technical Development; Jacob Emerson, Director Zones 3, 4 & 5; John Gay, Athlete Director; Jennifer Brown, Coaching Education Coordinator; Richard Lee, Coach, BC Endurance Project

1. Meeting was called to order at 9:10am.
2. Introductions were made.
3. No additions to the agenda.
4. **Adoption of the agenda** – J. Hinze/J. Myers – Passed
5. **Approval of the Board of Directors Minutes of:**
  - a. August 2, 2019 – Circulated. Motion to approve – J. Hinze/J. Myers – B. Drake abstained – Passed
  - b. August 21, 2019 – Circulated. Motion to approve – J. Gill/D. Willis – B. Drake abstained – Passed
  - c. August 29, 2019 – Circulated. Motion to approve – J. Hinze/J. Myers – B. Drake abstained – Passed
6. **Receipt of the BC Athletic Committees and AGM meeting minutes of:**
  - a. Masters Committee Meeting minutes of October 18, 2019 – Circulated
    - i. Items of Note

1. Jim, as the Board Liaison, noted the Committee is currently researching for the Track & Field Award choices and will be reaching out to Brian regarding eligibility.
- b. 2019 Junior Development Committee Annual Meeting draft minutes of October 27, 2019 – Circulated
  - i. Items of Note
    1. Chair thanked Sabrina for her organization of the Junior Development Awards Banquet.
    2. Darren, as the Board Liaison, noted that the Clubs for next year's Pentathlon and Junior Development Championships were selected. Also interested in the opinion of the Board on a couple items. Brought forward as part of Junior Development Report under Introductory Programs – Run Jump Throw Wheel and Junior Development.
- c. 2019 BC Athletics AGM minutes of September 7, 2019 – Circulated
  - i. No items of note
  - ii. It was noted that the AGM minutes would remain in draft until approved by the membership at the next AGM. Brian confirmed the draft minutes were currently posted on the website.

## **7. Business arising from the minutes**

- a. 2019 AGM – Board Sub-committee actions
  - i. 2019 BC Athletics AGM Minutes of September 7, 2019
    1. Endorse the formation of, and any existing, zone/regional Track & Field Councils, recommend that the councils have representation from clubs and Track & Field Meet Directors in those regions/zones, recommend that the Track & Field Council set out an annual zone/regional Track & Field competition calendar, insure a balanced event offering over the competitions held in their zone/region, and look at opportunities to provide education and training for officials, volunteers, coaches and athletes at these competitions.
      - a. Clubs in the regions need to see the value and benefit of creating councils like the one that exists with Vancouver Island Athletics Association. Board would like to encourage the Zone Directors to look at how to best establish within their zone or region. Recommended that the Board or staff will put together a loose Terms of Reference or guideline document to better understand the intent of the councils. Darren noted he would provide a quick overview of what is involved, contributions the clubs make and what the commitment looks like on an annual basis. Darren will get back to Brian and Greg with a cc to Chris with the one-page document that can then be sent out to the zone representatives. Greg also recommended setting up a

subcommittee of the zone directors to discuss the establishment of the councils.

- b. Cathy asked if the Board was looking for way to have a uniform province wide standard for communication amongst zone leaders and Brian clarified that it was to create a better balance of competition opportunities within a zone and areas applicable to that zone, create better ways to stagger similar events or distance events so they don't happen week over week, to provide opportunities to other events but also to reduce the length of time of competitions.
  - c. It was asked how this would be monitored or what it would be attached to and Jordan commented that it would probably be a process over several years. It was recommended to get everyone to the table first and then come to an agreement on the concerns and the potential of where they want to go. Cathy noted concerns that this would put constraints on zone 7 & 8 as these were not an issue for the zone and may not be beneficial if changed. It was recommended that this be considered and included as part of the language to the Zones. Brian noted the initiative was not intended to be restrictive but rather engaging and inclusive. Chris provided further clarification from the perspective of the calendar and the challenges in Zone 3, 4 & 5 that brought this to awareness.
2. Establish a sub-committee to review the current Track & Field format for the number of days and number of hours as it relates to: officials, volunteers, athletes (specific to age groups), coaches and parents/spectators. Make recommendations to the Board of Directors on the optimal length of days for Track & Field competitions, the optimal length of days of competition for a Track & Field meet and the optimal length of day and the number of days per competition as it relates to all age groups.
    - a. It was recommended to structure the sub-committee with a blend of Directors, staff and others, and then look as to when the sub-committee will meet. Brian confirmed the intent was for more than the Board and staff to participate and that there should be representatives from the clubs, officials committee, etc. Recommended to ask the Officials Committee and the Track & Field Committee, each, to submit someone, then can ask Staff to put a name forward and then one person from the Board. The Director could be appointed at this meeting and then lead the sub-committee.

- b. Greg noted the Board Liaison to the Track & Field Committee is Tyler, but his availability might be challenging so might not be best for the sub-committee Chair. Recommended a Zone 3, 4 & 5 representative. Jasmine Gill volunteered and noted she would reach out to Jacob to see if he would assist. Greg noted he could also be back up and support if needed. Recommended Chris as the staff representative and noted that the sub-committee could always consider a fifth or sixth person depending on their interest or experience, like Maureen de St. Croix who could represent meet organizers. Jasmine and Greg will ask the Officials Committee to put forward a member and Greg would reach out to Maureen.
        - c. Motion to approve establishing the sub-committee as discussed – J. Hinze/D. Willis – Passed
- 3. Establish a sub-committee to review the Recruitment Policy & Guidelines resolution from the 2019 AGM and to report back to the Board of Directors with recommendations.
  - a. Clarification was provided, explaining there was an issue raised by a member club that high performance athletes were being loured away to join another member club. The Codes of Conduct don't address directly as a recruitment policy, so the club brought forward the resolution. It was approved to be tabled and a sub committee be formed to review the resolution and bring recommendations back to the Board as to any additions relative to recruitment and policy and governance for the codes of conduct. Brian noted there was no violation of the rules but there was concern about the direct contact with the athletes. Recommended forming a small working group of about three people which he could be a part of, along with a Board member and an external party. Jim volunteered and recommended Nigel or Laurier as they brought forward the resolution. Chair agreed it might be best to involve one of them and noted Nigel might be more available.
  - b. Sam noted this was the first time this has happened and, in the past, if it has been going on, it has been dealt with amicably between the two clubs involved. There might have been a light indication with a coach that might be encroaching on another territory, but this was the first time the issue has been brought forward at an AGM as a resolution. Brian agreed that in the past it has been informal and when asked to come forward with formal complaint nothing has ever been provided.

- c. Discussed National policies regarding interprovincial training and retention of original provincial membership but it was noted that the policies were related to the government funding of the PSOs and the rule is not really relevant given there is now only the Western Training Hub.
- d. Noted that it it's not an issue with athletes moving from one club to another but more of an issue with intentional poaching.
- e. It was asked if this was an issue in other sports and noted that there is with geographical regions but not sure if there was internally within a region. It was further noted that BC Sports has pages of legal situations related to athletes in schools.
- f. Motion to approve establishing the sub-committee as discussed – J. Myers/J. Gill – Passed
- g. Greg recommended communicating back to the membership about the establishment of the sub-committees and Brian noted the actions of the Board are noted in the minutes of the Board of Directors meeting and will be posted on the website.

## **8. Correspondence**

- a. Notification of 2019 Gaming Grant – Congratulatory letter – Janet Routledge, MLA North Burnaby
  - i. Brian noted, in the past, BC Athletics has been informed within the month of August, at the latest by August 31<sup>st</sup>, however this year it wasn't until October 21<sup>st</sup>. Advised that there was a staff shortage and an increased number of applications for funding received. \$160,000 received this year.

## **9. Reports:**

- a. Chair of the Board of Directors – Greg White
  - i. Written Report circulated
    - 1. Items of Note
      - a. Four vacant board positions, including one created at the AGM with adding a position for a para athlete representative.
        - i. It was noted that one para athlete has contacted staff with interest to be the para representative. As membership approval is not required, as there were no nominations at the AGM, the Board has the right to appoint to the position for the balance of the term. Brian confirmed the bylaw amendment has been filed and the Board could now consider the information from Chris regarding the interest of an athlete for the position. Chris provided the background information of the individual.

1. Motion to appoint Nathan Riech to the position of Athlete Director – J. Hinze/J. Myers – Passed
  2. Greg confirmed he would reach out to and invite him to the next Board of Directors meeting. Brian noted he would provide Greg with some materials to pass along to Nathan on introducing him to the Board.
- ii. As the gender classification of the Athlete Directors has been removed, with the para representative appointed, will reach out to the athletes for nominations and/or interest for the third athlete representative position, with eligibility to those who identify as female.
  - iii. Darren raised an issue with the recruitment of the positions and that athletes, not just those that are high performance, but all that participate should be included in the recruitment of the positions. Brian noted a bylaw change and the age of 18 for the Athletics Canada eligibility criteria. Darren to bring forward closer to the next AGM so it can be included as a resolution for the membership to consider.
  - iv. It was noted that the other vacation positions are the Director of Administration and the Director of Marketing & Communications.
  - v. Greg noted the proposed dates of the next Board Meetings are January 25, 2019 (with committee chairs), April 28, 2019 (conference call), June 23, 2019 (conference call) and the August still to be determined. The Board was asked to consider changing the June meeting to June 16<sup>th</sup>.
    1. The date for the 2020 AGM was also discussed and given Labour Day, the Eastside 10K, Ironman Canada and being mandated to hold the AGM by September 30<sup>th</sup>, it was suggested the AGM be August 22, 2020.
- ii. Board Liaison assignments
    1. Proposed by the Chair for consideration and approval:
      - a. Track & Field Committee – Tyler Heisterman
      - b. Cross Country Committee – Chair to reach out to Nathan Riech



5. 2019 Canadian XC Championships in Abbotsford on Nov 30<sup>th</sup>.
  6. Emailed out various sports teams to co-teach PE classes and mentor teachers in their sport. Surveys and in person training sessions with Jasmine and Sabrina taking part.
  7. Jordan noted Vancouver is going to build a competition level track in Vancouver. Greg further noted the Parks Board approved upgrading a facility with 2.5 million four years ago, but nothing happened. Then 10 million in upgrades approved and they've now held public consultations. Decision has finally been made to upgrade one facility to competition level (Van Tech) and upgrade a second facility (Point Grey) for training.
3. Zone 6 – Darren Willis
- a. Verbal Report provided
    - i. Items of Note
      1. Facilities – Might be getting closer to having a proper artificial surface in the Oceanside area. Currently going through the City to secure funding.
      2. Cross Country Championships had challenges with transportation due to ferries.
      3. Cristi Lundman is the island representative for the Junior Development Committee.
      4. Vancouver Island Athletics Association met in late September. Having all the clubs that are members provide a portion of the meet funds to a joint account for the association. Looking at purchasing an update to the high-tech system.
      5. Invited to attend ISPARC Physical Activity Council. Regional awards night followed by day long meetings in two weeks in Cowichan and invited to participate, looking to see how might be able to encourage more indigenous athletes to be involved in the sport.
      6. Cathy advised she was interested in what they come up with. Darren noted he will also get some contact information for the

regional representative as they are having meetings in all the provinces and regions.

4. Zones 7 & 8 – Cathy Johnson

a. Verbal Report provided

i. Items of Note

1. Nothing much new since the AGM. Continuing development of coaches, athletes and training officials.
2. Track clubs have partnered with local school districts to establish a presence in schools and offering shared use of facilities and coaching. Been well received with elementary schools.
3. Using track and field training opportunities to enhance training for other sports has also shown promise. Prince George Track and Field has had an increase of 30% more athletes with half of the athletes deciding to continue.
4. Also looking at coaches and how they approach the Junior Development program but also the senior program. Needs of athletes a little different with their motivation and goals.
5. Test event for B.C. Summer Games 2022 will be the Legion meet.
6. Need for training/coaching in specialized areas such as: Pole vault, triple jump, and long jump. Quite technical but have the equipment. Transportation is an issue but looking to pool funds to encourage outside groups to come use.
7. Question was asked about the discussion as to the Chair of the BC Summer Games. Confirmed that it was in discussion and would be decided at the meeting on November 20<sup>th</sup> and then can advise Brian.
8. Brian asked about the time of year for the Jumps initiative and Cathy advised once the snow is gone, likely around May. Sabrina asked, if they had a clinic, were there any parents interested to take that group forward and Cathy confirmed there was. They just want the expertise and resources

for someone to talk to, then can lead and take on the role. Sabrina noted there is a coaching and officiating grant available in Northern BC which could be an opportunity to fund a clinic. Noted it might be best to connect with Jen.

9. Sabrina also asked about the details about partnering with the elementary schools. Cathy explained a presentation is made with a couple coaches then they show long jump, sprinting, etc. When practises start and relays for the district, have different activities and stations. Then they come to club to participate. Also host one relay day for each group of schools. Done during or afterschool depending on availability and coordination with the school.
10. Asked if any officials training in Quesnel and Vanderhoof. Have reached out to them and is being centralized in Prince George. Have a volunteer sheet and making it available to the parents and offering a clinic that day when they attend the meet.
11. Noted that after the clinics with Engage Sport North, to please connect with Sabrina as a credit can be provided. Just need to provide a list of the participants and then sign up for a NCCP number. Sabrina offered to review with Cathy.
12. Sabrina also asked about how they were trying to restructure Junior Development and Track Rascals project. Cathy commented that they found the coaching was not good and there was no structure as there was no overseeing of what was going on. Attended some practises and decided they needed a head coach position for proper administration that would also provide support. Have an individual interested and on the 20<sup>th</sup>, will be reviewing again. Also looking at organizing how the kids move through the groups, how skills are taught at their levels, etc.

ii. Athlete Directors

1. John Gay
  - a. No Report provided
- d. Finance Report – Ota Hally & Staff
  - i. Budget Summary – September 30, 2019 – Circulated
    1. Items of Note
      - a. \$60,000 cash in the bank and payables lower than that at about \$45,000. Balance sheet in good state with little risk. For the six months to September 30<sup>th</sup>, there are timing differences with budgeting the revenue and expenses over 12 months, so there's a current deficit as the revenue side is behind but otherwise expenses a little less than budgeted. Tracking well and nothing unusual for this time of the year.
      - b. Brian noted, Gerry did a rework of the budgeted membership revenue and divided it for the year by 12 months and then calculated for the 6 months for ended September 30<sup>th</sup>. Next week they will be working through the budget to reflect the average of when revenue will be received, so that it's reflected on the October financial statement. Regarding special programs, the gaming revenue was not yet received by the end of September, so funds were brought in as transferred from the gaming account. Year to Date Operating Budget divided by 12 and times by 6 so it doesn't reflect the date of receipt.
- e. Administration & Planning – Brian McCalders
  - i. No Report provided
  - ii. Strategic Plan Update
    1. Will start next year for the 2021 to 2024 strategic plan. Looking to budget for, for the new financial year. Need to discuss on how to approach setting up the 4-year plan. It was asked if the initial step would be to source a facilitator to drive the initiative and Brian confirmed and noted the previous facilitator is unavailable.
  - iii. Human Resources
    1. Bookkeeping – Looking at Quickbooks accounting software (currently using Sage Simply Accounting) which could end up saving the association some money regarding the monthly amount allocated to Pace Accounting. Staff would be able to produce an invoice instead of submitting a request for invoice. Application is available online and, in the cloud, so remote access would be available. Would also reduces the time Pace Accounting would come into the office. Cheque writing could also be done remotely with notification to load the printer. Continuing to explore options with Gerry and Gravity. Gravity has provided a timeline for when Microsoft will no longer support the server software. Due to the

age of the equipment, also looking at the deadline to replace by and staggering the expense starting this December and through to the next financial year. Moving from server based to cloud based would be ideal but changing over to Office 365 cannot happen over the Christmas break. Brian noted there is a monthly user fee for Office 365 which can include email but availability to download the program at non profit organization rates. Have provided the information to Gravity and put them in touch with Gerry Dragomuir of Pace about Quickbooks.

2. Discussing with Sam about an alternative bookkeeping service. Issues with some attention to detail but overall things appear to be back on track with Pace Accounting.

iv. Annual BC Athletics Awards Banquet

1. February 1, 2020 at the same location. Opportunity to discuss the format as well as the organizing committee. Will need to address the status of any workshops or BC Athletics Committee Meetings.
2. Brian also noted the BC Athletics office would be closed as of the end of day on December 20<sup>th</sup> and reopen on January 6<sup>th</sup>, 2020.

f. Membership Report – Sam Collier

i. Written Report circulated

1. Items of Note

- a. Down 200 members over last year. No BC Summer Games year so typical to have numbers down. Slight increase in membership right now as Canadian championships in BC this year. Not of concern and may end up being less of a decrease.

2. Criminal Records Check (CRC) change in process. Initially thought identification would have to be provided to Sam in person. ViaSport has advised that Sam may be able to use the old system of using a link to provide the CRC to an individual to complete and therefore may be enough verification of the person with the security of the link.

- a. It was noted that CRCs must be in place for individuals carrying an Associate, Official or Coach membership – no exceptions. Sam advised that presently these requirements are not being met in a timely manner and, due to the number of outstanding CRCs, it's difficult to monitor.
- b. Currently a member must have at least indicated the date they applied for the CRC, either online or physically at a police/RCMP detachment, for them to be able to take out a membership. Once the CRC is completed the effective dates are entered.

- c. Sam would like to propose a 2-month cap on the length of time between when the individual indicates they've submitted the CRC and when the confirmed CRC is received. If the effective date and the expiry date for the completed CRC is not entered on the Trackie.me database within 2 months from the time they started the process, the membership types requiring a CRC will be suspended. Once the CRC is completed the membership will be reinstated.
  - i. Motion to approve adding the two-month cap to the membership policy for the Associate, Official and Coach memberships – J. Myers/J. Hinze – Passed
  - ii. Sabrina asked for clarification on if a coach membership was suspended, would a second membership also be suspended. Sam advised it would only be the coach membership that would be suspended as that is the membership that relates to the coaching activities, but she will have to review with Trackie to ensure it can be done. Sam also noted she would review those with multiple memberships.
- ii. Approval of Individual Memberships – Circulated
  - 1. Motion to approve the list of individual memberships received from June 19, 2019 to November 16, 2019 as provided – J. Hinze/J. Gill – Passed
- iii. Approval of School Club Memberships – Circulated
  - 1. Motion to approve the list of School District memberships as provided – J. Hinze/J. Myers – Passed
- iv. Approval of Club Memberships – Circulated
  - 1. A list of club renewals, who are renewing for 2020, was provided and it was noted in the report that they had completed the first step to renewing and the remaining steps will take place in January. It was also noted that no board approval was required, and the list was provided for information only, however Sam advised the Board that they could approve the club renewals pending completion of all requirements.
    - a. Motion to approve the list of Renewing Club memberships, pending completion of fulfilling all requirements – J. Myers/D. Willis – B. Drake, J. Hinze and J. Gill abstained – Passed
- v. Urgent Matters
  - 1. Membership Eligibility Clarification – Circulated
    - a. Items of Note



Life project. First coach training session on Saturday with mentorship in the new year. Cross Country Championships went well as did the Junior Development awards banquet with Tristan Smyth, Canadian National Team Member, as the guest speaker. Award of the Junior Development Pentathlon Championships to Okanagan Athletics and the Track & Field Championships to Ocean Athletics

1. Track & Field Championships will be held August 1 & 2, 2020 which is later this year due to the BC Summer Games, happening July 23-26, 2020. Also noted that the Jamboree would be July 10 – 12, 2020
2. Run Jump Throw Wheel
3. Junior Development
  - a. Junior Development – Darren Willis, Director Liaison
    - i. Verbal Report provided
      1. Items of Note
        - a. There has been some discussion as to the goals of the JD Championships but nothing conclusive yet. The format is being programmed it as a 2-day event, with a later start and a longer day to avoid a 3-day championship. Will combine the pentathlon with the Jack Brow meet.
        - b. Also, some discussion about the facilities from a safety perspective when choosing hosts for championships.
          - i. Noted it was less of an issue for the Board but maybe Chris could look at with the sanctioning part of the process. Example was given of the instance raised with the long jump board being too close to the pit for the liking of some coaches. Darren wasn't sure if BC Athletics would have any have any control over given

it's early in the process. No suggestions at this point but looking for certified facilities, though there are solutions available to remedy the situation, at the time of the event, like painting another line like what is done with the triple jump. It was noted that when safety is an issue, BC Athletics can step in but will need to be aware of the issue so that someone can be sent. So it shouldn't be raised after the fact. Officials will have to make the call at the time of the event.

- ii. Chair asked if there were any contentious issues at the JD AGM. Darren didn't think the Committee has adjusted yet to the new BC Athletics calendar, as to when the AGM is held, and being able to prepare and provide information at the AGM and to the Calendar Congress, like announcing the date of the Championship events. Will need to address this in the next year. Could look at cycling earlier into the season and adjust when receiving bids. Darren feels the Committee hasn't addressed this yet and needs to.
- iii. A question was asked about the one-year bids as opposed to the two-year bids being done for everything else. Brian noted it was the decision of the committee to keep to one-year bids although there are benefits to hosting for two years. Brian noted he feels the Committee needs to address the timeframe for the championships and it should not be at the whim of the bidding club as to when it's hosted. There should be a window set in the program and then released as part of the bid criteria. Ideally it would also be best if the Pentathlon is in place before the end of the school year (so towards the end of June) to increase School Club membership eligibility. It was noted that JD Championships are impacted a little based on when the Nationals are as well as by the

Jamboree and the BC Summer Games Championships don't need to be two weeks apart from the jamboree but can't be the same weekend due to the limited number of officials. Will have a clearer picture of the calendar going forward as of 2023. It was also noted that the Jamboree is always held in early July except for Olympic and Pan American Games years.

iii. Track & Field – J.D. to Masters

1. Track & Field (15 to 35 yrs) – Chris Winter

a. Written Report circulated

i. Items of Note

1. List of current committee members provided in report with note to the two new members. Chris noted as a point of clarification that the Male Athlete Rep role that Nicholas has been appointed to has been vacant for the last year.
  - a. Chris asked, as Nicolas is retired after this season, if there is an issue with his participation if he is not an active member. Athletics Canada rules allow if the individual was a competitive member in the last four years. Brian and Greg confirmed it was fine.
  - b. Chris also noted the para positions are currently held by staff, but athletes are welcome to hold the position. As there are two positions, ideally one will be held by an athlete.
  - c. Motion to approve the list of committee members as presented – J. Myers/J. Hinze – Passed
2. BC Athletics AAP Program – Program underway and the objectives for athletes are now clearer for getting funding. Meeting with Track & Field Committee December 8<sup>th</sup> for approvals.
3. Third annual Throws Summit well attended and the project is working well. Athlete development camp also well attended.

- a. Darren commended Chris and those involved for their organization and for hosting a great event.
    - 4. BC Sprints & Hurdles Project – Looking to incorporate jumps. Discussions underway for warm weather camp.
    - 5. Sanctioned events – Better picture now for 2019. Overall drop in number of participants but an increase in the number of sanctioned events (13). Not sure if this is a one off or an emerging trend.
  - iv. Road and Cross Country – Clif Cunningham
    - 1. Written Report circulated
      - a. Items of Note
        - i. Thanked Jordan for moving the Race Directors meeting ahead. Will be March 7, 2020 at Fortius and a survey has been sent out to Road Running and Cross Country Event Directors. Will also include Track & Field Even Directors.
        - ii. Challenge with the BC Athletics Cross Country Championship participation as the USports CanWest Championship was the same weekend. 70 athletes in 2018, and if those numbers were added back in, the participation was average with past times the hosted-on Vancouver Island. Next year calendar falls differently, with a one-week separation from the CanWest Championship. USport coaches also just voted to change their distances to 8K but is still to be approved. It was noted that the BC Athletics Championships are 8K, though the Junior Women are still at 6K and USports would be 6K.
        - iii. BC Super series has wrapped up. Stats not included yet but will have for presentation at the next Board meeting. Calendar set for 2020 with the same events for 2020/2021. Road Championships are also set for 2021.
        - iv. A draft events calendar for Road Running and Cross Country has been published.
        - v. Whistler 50 budget numbers looking great. Numbers were up so revenue looks good. Changes were well received.

- vi. Technical Leadership – Road Running Instructor course went well, and the mentorship program has been scheduled.
  - vii. BC Team selected and registered for Cross Country Championships. Numbers as of this morning are about 400. Registration closes Monday.
  - viii. Chair asked if there has been any traction with officials on getting more Road Running officials. Clif and Jordan noted there has been no discussion. Jim noted he discussed this with John Cull and is willing to move forward but little interest as of yet. Would like to see and see more of, but within the road director community, there's not a lot of interest.
- v. Coaching – Jennifer Brown
- 1. Written Report circulated
    - a. No Items of Note
      - i. Report includes completed and upcoming courses for coaching education as well as professional development.
      - ii. Brian noted one of the pieces not noted in the report is the fee schedule for coaching education which is being discussed with Sam, Jen and Brian. Specifically, the wording for the discount for coach members but also for making it optional for non a member of BC Athletics. The fee is such that they would save money with a coach membership. Will present proposal for the fee schedule at the January Board meeting. Courses ending this weekend and start up again in March 2020 so would like to have in place for then.
- vi. Officials – Jasmine Gill, Director Liaison
- 1. Written Report circulated
    - a. Items of Note
      - i. Statistics – Officials work 99 meets in a year, most in Zone 3, 4 & 5 with few officials available. BC has the greatest number of 50+ officials.
      - ii. Attended AGM, October 19<sup>th</sup>, and one item of note stood out – Budget. Current balance of donation account is \$17,982 but donations are steadily declining. Looking at allocating funds but a concern as there are more individual donations but less donations to the committee. Recommendation for

Meet directors or organizers to look at donating \$50-100/meet.

1. Brian asked for clarification of the individual donations being received and Jasmine noted it was things like gas cards being given to the officials at the meet.
2. It was noted that how to donate to the committee needs to be communicated. Brian advised that there's no tax receipt issued if it's from the Club however it can be sent to the BC Athletics office, targeted to the Officials Committee and then will come from deferred revenue. It was requested that the information about this be circulated so that it can be disseminated by the Zone reps to the Clubs. Jasmine noted she could send it out and asked if it could be communicated as being encouraged by the Board.
3. Brian noted the national entry fees went up \$5-10 with the intent of the increase going to the officials. Might be a precedence to look at increasing entry fees to target the increase toward officials. Want to assign staff to work with the Officials Committee, as has been done with Junior Development, however will need more funding in order to proceed as gaming funding will not provide for new programs.
4. Number of clubs spent several thousand dollars to provide a shirt, gas card, etc. and officials are already reimbursed for travel to and from competitions through the official's budget.
5. Recommended to make it aware that donations to the Committee exists and that it's voluntary, that it's been this way for about 20 years and set up as deferred revenue to draw on so it's not part of the annual basis of the annual budget.
6. Chris noted the sanctioning application speaks to officials and could add in there, for example that officials are volunteers and it would be recommended that a \$X

donation be made to the Committee. Could also be added in the post event submission form with different amounts for donations but must be noted to move that piece out to the deferred revenue. It was noted that this would be more administrative work on the post event submissions. Brian also suggested that it could be made mandatory, however Chris noted some do not use BC Athletics Officials. Chair suggested starting with a voluntary initiative and then if there is no traction to look at the matter further.

7. It was decided that Staff would discuss this further and Cathy noted she would bring back the suggestion of donations to the Officials Committee to her Zone.

iii. Jasmine noted John Gay gave a speech at the AGM on his experience and was a great public speaker. She encouraged using him more for public speaking engagements.

vii. Performance Programs – Brian McCaldar

1. BC Endurance Project – Richard Lee

a. Written Report Circulated

i. No Items of Note

ii. Chris noted the current training underway in preparation for the Tokyo Olympics and that a few athletes will be running in the National Cross Country Championships.

2. BC Sprints/Hurdles Project – Chris Winter

a. Update provided as part of Track & Field Report under Programs & Technical Development.

3. BC Throws Project – Chris Winter

a. Update provided as part of Track & Field Report under Programs & Technical Development.

i. Events & Promotions – Jordan Myers

i. No Report provided

j. Athletics Canada Update – Greg White & Staff

i. 2019 Athletics Canada SAGM, Saint John, NB – November 21, 22, & 23

1. Update provided as part of Chair's Report.

2. Darren requested an update about the discipline matter, previously discussed by the Board.

a. Chair summarized the discipline process and the issue in question. Greg further noted the individual receives a copy of the Board's decision and can appeal within 30 days or

accept the decision. If the decision is appealed, a new discipline committee is struck.

- b. The recommendation of the Board was a term suspension of the member until the end of June 2020 with the condition to issue letters of apology.
- c. The individual came back four days after the expiry of the 30 days as they had received the decision but subsequently received external advise to appeal. The indication was that the individual had read the decision and, as there was no extenuating circumstances, it was decided the 30 days was sufficient and the deadline to appeal would not be extended. The end result was the individual accepted the Board's recommendations as presented and the matter is considered closed.

k. Sport BC

i. Sport BC Athlete of the Year Banquet – March 12, 2020

- 1. Award Nominees deadline December 6, 2019
- 2. President's Award Nomination – Circulated
  - a. Nomination deadline still to be decided
  - b. Chair asked for input from the Board as to nominations for the President's Award. Individuals who are longtime volunteers in the organization who have demonstrated dedication and commitment to their sport should be considered. Chair further noted that it could be anyone from a Club, management, Coach, Official, etc. and doesn't have to be of long experience but substantial contribution. It was noted that a list of past recipient could be found on the BC Athletics website under Recognition. Asked the Board to send any proposed nominees to Brian and Greg.

**10. New Business**

- a. None

**11. Next Board of Directors meeting** will be held on Saturday, January 25, 2020 at 9:00am.

**12. Motion to Adjourn** – J. Hinze. Meeting was adjourned at 1:38pm.

Director Signature \_\_\_\_\_

Director Signature \_\_\_\_\_