



**BC Athletics Board of Directors Meeting – August 5, 2020
Held by Teleconference
Minutes**

Attending by teleconference: Greg White, Chair; Jim Hinze, Vice Chair; Brian McCalder, President/CEO; Ota Hally, Director Finance; Jordan Myers, Director Events & Promotion (joined the meeting at 6:30pm); Jasmine Gill, Director Zones 3, 4 & 5; Jacob Emerson, Director Zones 3, 4 & 5; Darren Willis, Director Zone 6; Cathy Johnson, Director Zone 7 & 8; Rebecca Dutchak, Athlete Director; Nathan Reich, Athlete Director; Sam Collier, Manager Registration and Membership Services; Chris Winter, Technical Manager Track & Field; Clif Cunningham, Technical Manager Road and Cross Country Running; Sabrina Nettey, Run Jump Throw Wheel Coordinator

Regrets: Tyler Heisterman, Director Programs & Technical Development; John Gay, Athlete Director; Barb Drake, Director Zones 1 & 2; 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:
 - a. Return to Officials Group Training Guidelines for approval by the board (for in group training and return to competition)
 - b. Clubs with outstanding membership fees and eligibility to vote
 - c. Resolution deadline
 - d. Update on Nominations
 - e. Motion to change term of Vice Chair (in order to stagger with other positions)
4. Adoption of the agenda – **J. Hinze/O. Hally – Passed**
5. Approval of the Board of Directors Meeting Minutes and Return to Competition Guidelines
 - a. July 8, 2020 – Board of Directors Meeting Minutes – Circulated. **Motion to approve – D. Willis/O. Hally – Passed**
 - b. July 24 – 27, 2020 – Return to Competition Guidelines Email Approval – Circulated. **Motion to approve – O. Hally/J. Hinze – Passed**
6. 2020 AGM - Virtual using Ring Central/Zoom meetings and Cognito Forms

- a. Review of the AGM process for member registration and participation – Will either be attending by Zoom or use Ring Central with the ability to phone in.
 - b. AGM Voting verification – number of votes per club based on 2020 membership year registration up to Friday, August 21, 2020.
 - i. Sam plans to cut off registration at 4pm on Friday and then will send out applicable links at 5pm to all the delegates. One agenda will have links for voting delegates and then there will be another agenda without the links to vote for the non voting delegates.
 - ii. Voting verification – Question was asked as to the Clubs' status as far as eligibility for voting is concerned. Sam noted she will take the list of the 2020 clubs who have renewed and those that have not met the qualifications are not in good standing and therefore ineligible to vote.
 - 1. It was asked if there are clubs that have amounts outstanding that are overdue from memberships, how those would be handled if their outstanding balance was not made current with membership fees before the AGM.
 - a. A list of all clubs, with amounts outstanding from January to June, as of the end of June, was circulated the Board. It was noted that July membership fees were not included in the list as they have not been finalized yet.
 - b. It was noted, that from a staff perspective, it was decided that they would count the number of members including those who have not actually signed the waiver but have met all other requirements. The members can't participate without the waiver but will acknowledge the members for numbers only. So would be the number signed up for 2020, regardless of the status of the waiver.
 - c. It was further noted that there might be a small number of clubs, that by the time of the AGM and invoiced up until the end of June, would not have met the payment requirement for membership.
 - d. **Motion to support the existing policy requirement for Clubs to be in good standing in order to vote at the AGM – O. Hally/J. Hinze – Passed**
 - e. Brian confirmed Bylaw 2.8 notes all members are in good standing except for a member who has not paid annual membership dues or other subscriptions.
 - f. Sam noted she would be sending emails tomorrow, to the registrars of the applicable clubs, as a reminder.
 - c. Voting process – Electronic agenda with numbered voting links through Cognito, with three choices – in favour, not in favour, abstain. Will have emails for all delegates and will send out agendas as applicable.
7. Motion/Rule Changes for the 2020 AGM – to be presented to the membership – Circulated

- a. BC Championships – Cross Country – Entry Fees
(Malindi Elmore/Rachel Cliff) BE IT RESOLVED THAT THE ENTRY FEES FOR THE BC ATHLETICS CROSS COUNTRY CHAMPIONSHIPS BE
- U16 (ages 9 to 15) \$12 / late \$20 – Current fees: U16 \$9 / late \$17
 - U18+ (ages 16 & over) \$17 / late \$25 – Current fees: U18+ \$14 / late \$22
- i. It was asked if this was looked at recently and Brian confirmed it was last year and Clif noted it was for Cross Country as well. Clif provided further background, noting this comes forward as the Cross Country Championships are running at a loss. It was felt that the fees are still very low and a small increase would help to increase the profitability of the championships. Clif also noted this motion/rule change was supported by the staff and unanimously by the Cross Country Committee.
- ii. **Motion to support the resolution to increase the Cross Country Entry Fees – D. Willis/J. Gill – Passed**
1. Resolution will note that the Board supports the Resolution.
- b. *BC Athletics Annual Coaching Awards*
(Tara Self/Jessica Smith) BE IT RESOLVED THAT ALL BC ATHLETICS ANNUAL COACHING AWARDS RECOGNIZE BOTH FEMALE AND MALE COACHES IN THE FOLLOWING COACHING AWARD CATEGORIES:
- JUNIOR DEVELOPMENT COACH OF THE YEAR
 - U16/U18 YOUTH COACH OF THE YEAR
 - U20/SENIOR COACH OF THE YEAR
 - HIGH PERFORMANCE COACH OF THE YEAR
- i. It was noted that what the Mover and Seconder wanted to do, for both coaching and in officiating, is to create a male and female category for each one of the awards.
- ii. It was asked if the discrepancy in the awards has been a reflection of the coaching position and therefore more males are getting nominated. Brian noted the association does not have the data on this. This would not necessarily be coaches for high performance but also Junior Development Awards and U20 and U18. Chris noted there are equal number of male and female coaches although high performance coaches are nominated based on their athlete's performance which he's seen as about 80% males. Brian further noted that since 2009, until 2019, 40 males and 10 females have won the awards.
- iii. It was further asked if there was a need to change the criteria. Sam advised that any coach can be nominated by anybody and Chris further noted that the criteria is difficult to set, so it's not based on soft metrics but rather results of the athletes. Challenging to come up with criteria that is based on coaching performance and equally identify individuals.
- iv. It was also asked what could be done to recruit more females into high performance coaching positions. Chris noted there is a grant being looked at to recruit more coaching applicants. Looking at trying to find a female role model to conduct coaching training as well. Brian noted they also

held a women's only coaching session but it was not well attended. Chair noted more work was needed and to table the matter.

v. **Motion to support the resolution for the Annual Coaching Awards to recognize both female and male coaches in the four categories – J. Emerson/N. Reich – Passed**

1. Resolution will note that the Board supports the Resolution.

vi. Chris noted the Branch has raised doing something similar at the National level. Chair further noted it was important, especially at a national level, to evaluate if an athlete's performance always the best way to evaluate a coach.

c. BC Athletics Annual Officials Awards

(Bill Koch/Brian Thomson) BE IT RESOLVED THAT ALL BC ATHLETICS ANNUAL OFFICIALS AWARDS RECOGNIZE BOTH FEMALE AND MALE OFFICIALS IN THE FOLLOWING OFFICIALS AWARD CATEGORIES:

- *THE IAN MCNEIL AWARD (OFFICIAL OF THE YEAR) – FEMALE AND MALE*
- *THE RALPH COATES AWARD (LONGSTANDING SERVICE) – MALE AND FEMALE*
- *THE MARY TEMPLE AWARD (NOVICE OFFICIAL) – FEMALE AND MALE*
- *THE DAVE COUPLAND AWARD (MOST INSPIRATIONAL) – MALE AND FEMALE*

i. **Motion to support the resolution for the Annual Officials Awards to recognize both female and male officials in the four categories – R. Dutchak/J. Hinze – Passed**

1. Resolution will note that the Board supports the Resolution.

8. Resolution deadline – Jim asked if the resolution deadline had passed and Sam confirmed it has. Jim asked about the past issue raised around residency and the awards and if there has been anything further on the matter. Brian noted there had not and felt the matter was resolved with the CMA rule change.
9. Update on Nominations – Sam noted the incumbents for Chair, Vice Chair, Director of Finance, Jacob as the one of the Directors of Zone 2 & 3 and Director Zone 7 & 8 were standing for re-election. One nomination has been received for the Director of Administration and Planning. The status of the incumbent for the Director Programs & Technical Development was still unknown.
10. Motion to change term of Vice Chair (in order to stagger with other positions) – Darren noted he submitted a resolution for the motion to stagger the term of the Vice Chair's position but it didn't appear to be included. Brian noted it would be included as part of the resolutions presented at the AGM. Not included in agenda for today's meeting as the Board, at one of the previous Board of Director meetings, already approved adjusting the term of the Vice Chair.
11. Reports for the AGM and accessing them / questions to the reports – i.e. submitted ahead of time or can be put into the Chat Box during the online AGM.

- a. Sam noted there are still quite a few reports outstanding for receipt and she will email the applicable Directors tomorrow to request. Asked that the reports be sent by this Friday and noted they would be posted to the website as soon as they are received.
- 12. The Return to Officials Group Training Guidelines – for consideration and approval by the Board of Directors (not an AGM motion or rule change) – Circulated**
- a. It was noted the guidelines were for the protocols for the in person training of Officials.
 - b. It was also noted that the guidelines follows health protocols and references the Back on Track and Return to Competition documents. Authors are the Officials Committee and the Sub Committee. Document sent from John Cull who oversaw draft and has the support of the Officials Committee.
 - c. **Motion to approve the Return to Officials Group Training Guidelines, as presented – J. Hinze/O. Hally – Passed**
- 13. Proposed Draft 2020-2021 BC Athletics Operating Budget – Circulated**
- a. Presented to the Board of Directors for approval
 - b. It was clarified that the budget is from April 1st, 2020 through to March 31st, 2021.
 - c. Brian noted COVID implications were taken into account as best as possible. Based on previous year from September to March but preceding that, there is no membership revenue included in the budget.
 - d. Darren asked if there has been a significant rush for memberships and Sam noted there has been but they are signing up for training, not competitive, memberships. Chair noted he corresponded with one Club this week who received significant demand to come back. Not sure if others have seen the same scenario. Darren noted his club has seen a good response and more from JD aged participants this year than last. Requests for more JD programming in the fall. No detailed discussions yet. Jasmine noted their club has started training and the track is closed off during training times. Jasmine and Jacob plan to email the other clubs to check in and see how they're doing with getting up and running.
 - e. Brian noted, for the budget, made adjustments on membership, which was cut back based on information from staff on other programs. Doesn't mean they are accurate but are the best estimates at this time.
 - f. Brian referred to the bottom line on the last page where it speaks to the subsidies BC Athletics has received (10% wage subsidy and in line for the 75%, less the 10% wage subsidy) which is an estimate of \$95,000 BC Athletics could be eligible for. Federal Government also extended the program to December 19th. Provision to top up 25%, over and above, of the wage subsidy has been due to the impact of COVID-19 on recovery. \$129,000 potential but not known yet if possible to receive.
 - g. Small business emergency loan denied on application as payroll account is inactive as it all goes through the SportBC payroll account. SportBC working with TD Canada Trust on an appeal/review process. With the change of the government wage subsidy, it allows for organizations to be eligible when they

didn't have a payroll number in place. The same should apply for the \$40,000 loan, which \$30,000 is payable, so could leave with \$10,000. Fortius did not want to apply for the rent subsidy, so not going to receiving anything there. Could result in a significant revenue over expenses if all the other revenue identified comes in and all the expenses stay as projected. In discussions with Gerry, felt it's best to put down the best guess at estimates for a draft operating budget as well as for forecasting for the next year's budget.

h. Motion to approve the 2020 – 2021 BC Athletics Operating Budget, as presented – O. Hally/D. Willis – Passed

- 14. DRAFT 2021 – 2022 BC Athletics Budget – to be presented as information to the membership at the 2020 AGM – Circulated**
- a. Presented to the Board of Directors for Approval
 - b. It was noted that if approved, this would be presented to the membership at the AGM for Information. The Board would then, in 2021, be asked to approve an operating budget for 2021-2022, when there is an indication of projected revenues and expenses.
 - c. It was noted that the proposed draft could be adjusted as needed.
 - d. Brian explained, with regard to membership revenue, couple of scenarios were examined. If they take what originally budgeted for the current year, should things have remained as originally forecasted, and take 75% and allocate that amount to potential revenue, it reflects \$100,000 variance from what was originally budgeted. So \$327,115 (75%) versus \$443,835 (100%) projected revenue membership for 2021-2022.
 - e. Darren asked – because there is so much uncertainty and if presenting this to the membership, would it be better if there was an accompanying document that was optimistic and forward looking in a positive way but also a pessimistic view for the worst case scenario. Brian commented that he would be happy to expand the details with a more positive and then a less optimistic column, but not sure how rationally determine revenues. Darren referred to Sam advising that memberships are training memberships versus competition memberships so maybe that needs to be reflected. Brian felt it was hard to provide the information with so many unknowns and questions that cannot be answered. Brian reiterated that this was only a draft and could be amended at any time between now and next June. The budget could be changed to reflect changes to membership revenue and government subsidy as more information is received. Chair suggested adding some notes to the membership to accompany the proposed draft and Brian confirmed he could do that.
 - f. Darren recommended, as a Board, we need to understand how BC Athletics might react to a worst case scenario and how we might react to it 6-8 months in advance instead of reacting once the membership revenues drop. Suggested even keeping it internal but may provide confidence that it's being considered and options for how we might react. Brian noted that he would work with Gerry to have a document, for circulation within the Board, for a Plan A, B and C to address potential revenue shortfalls.

g. Jim also suggested having the note, or something similar, from the Operating Budget: *Estimate Only - Dependent on Membership Revenue estimate and Federal Government Wage Subsidy*, to be noted on the Budget to be presented to the membership.

h. Motion to approve the Draft 2021 – 2022 BC Athletics Budget, as presented – D. Willis/O. Hally – Passed

15. Motion to Adjourn – J. Hinze/J. Gill – Passed. Meeting was adjourned at 7:02pm.

Director Signature _____

Director Signature _____