



BC Athletics Board of Directors Meeting – August 3, 2022
Video Conference Meeting
Minutes

Attending by video conference: Greg White, Chair; Marcus Wong, Vice Chair; Brian McC Calder, President/CEO; Ota Hally, Director Finance; Jordan Myers, Director Events & Promotion; ; Jasmine Gill, Director Zones 3, 4 & 5; Rebecca Dutchak, Athlete Director; Sam Collier, Manager Registration and Membership Services; Clif Cunningham, Technical Manager Road and Cross Country Running; Sabrina Nettey, Run Jump Throw Wheel Coordinator; Megann VanderVliet, Track & Field Program Manager

Regrets: Tyler Heisterman, Director Programs & Technical Development; Newton Hoang, Director Marketing & Communications; Darren Willis, Director Zone 6; Richard Lee, Coach, BC Endurance Project; Jennifer Brown, Coaching Education Coordinator

1. **Call to Order** – The meeting was called to order at 7:02pm.
2. **Land Acknowledgement** - We would like to respectfully acknowledge that the land on which we gather is in traditional unceded Coast Salish territory of the Squamish and Musqueam Nations.
3. **Introductions** – Introductions were made.
4. **Additions to the agenda** – There were no additions to the agenda.
5. **Adoption of the agenda – Motion to approve the meeting agenda as presented. – M. Wong/J. Myers – Passed.**
6. **Approval of the Board of Directors Meeting Minutes**
 - a. June 8, 2022 – Board of Directors Meeting Minutes – Circulated.
 - i. **Motion to approve the the Board of Directors Minutes of June 8, 2022 as presented – M. Wong/R. Dutchak – Passed. J. Myers Abstained.**
7. **Business arising from the minutes**
 - a. Correspondence from Masters Committee - Brian noted receipt of a summary of a survey completed regarding the championship entry fees, to be circulated to the Board post AGM for review and consideration of approval of the recommendations. The Championship is under way in a few weeks but individually, not a combined events for Masters.
8. **Membership update**
 - a. Report
 - i. Highest membership numbers the association has ever had.

- b. Approval of Individual Memberships – Circulated
 - i. **Motion to approve the list of individual memberships received from May 30, 2022 to July 28, 2022 as provided. – J. Gill/J. Myers – Passed**
- c. Club Name Change
 - i. At the last Board Meeting the Board approved changing the University of Victoria Track & Field Club to Victoria Endurance Club.
 - ii. Sam reported the name request has been changed to Victoria Endurance Track Club. This change, if approved, would be in effect for the remainder of the 2022 track season.
 - iii. **Motion to approve the Club name change as proposed. - M. Wong/J. Gill – Passed**

9. Urgent Matters

- a. BC Athletics Human Resources Committee report and recommendations
 - i. Greg noted the items the Committee discussed and is putting forward for recommendation:
 - 1. New Staff position - Committee recommends the new position of Programs Assistant – Officials and Coach Education
 - a. .80 FTE (4 days per week)
 - b. \$32,000/year + \$5,120.00 employer and benefits costs
 - c. It was noted that the Officials Program Assistant funding was approved at the 2021 AGM through entry fee surcharge of \$5.00 per individual entering a BC Athletics Track & Field, Cross Country or BC Athletics owned event. – estimated to provide \$8,000 to \$9,000 per year.
 - d. **Motion to approve the staff position of Programs Assistant – Officials and Coach Education as presented – M. Wong/O. Hally – Passed**
 - 2. Salary and Staffing Levels – Beginning 2023-2024, the Committee will undertake a full review of BC Athletics staff positions and staff salary grids/ranges and steps within the grid. This is to be completed for the financial year 2023-2024
 - 3. Staff Salary Adjustments – Committee recommends staff salary's adjustments that were put on hold during the pandemic; or had not been adjusted for the previous 3 or more years; or in some cases, steps in the salary grid had expired
 - a. Total adjustments: \$31,868.52 (includes Salary, Employer Costs and Benefits)
 - b. Discussion was held in camera. It was also noted that any discussion on adjustments for the President/CEO position do not include the President/CEO.
 - c. **Motion to approve the staff salary adjustments as presented – O. Hally/J. Gill – Passed**
- b. Recommended Operating Budget 2022-2023
 - i. It was noted that, of the first three columns, the first two are the original draft budget approved at the AGM last September. The next column is the recommended operating budget for current fiscal year. The far right is the draft budget proposed for 2023/2024 which needs to be presented to the

membership at the AGM, so that come April 1, 2023, the association can spend accordingly (expense items listed).

- ii. The Operating Budget does reflect the adjustments to staffing, and includes the recommended, now approved, .80 FTE for the Programs Assistant – Officials and Coach Education. The Operating Budget also reflects the bottom line, total adjustments for what the Human Resources Committee has recommended as salary adjustments for the current fiscal, outlined in the HR Committee report as to the rationale for the adjustments.
- iii. The budget also reflects some changes in terms of the operating budget for this year with regard to certain committees – ex. The Junior Development Committee and the annual awards function/luncheon not being held this year (so it's not listed as expense or revenue item).
- iv. Highlighted some notes relative to the proposed Operating Budget
 1. The Official's competition travel, the Board approved, could be further adjusted with regard to the per kilometer rate. Provided that feedback and worked out the expected additional cost to the members of the Human Resources Committee and the Officials Chair. Needs further discussion before approval and, if approved, would need further adjustment of the line item for travel to competitions.
 2. In some cases, the numbers are adjusted because the program is completed or almost completed, ex. Support for National Championships Senior U20 Para.
- v. Ota also noted he felt the budget had been well developed and thought out, and reflects the deep knowledge of staff.
- vi. **Motion to approve the recommended Operating Budget for 2022-2023 fiscal year – M. Wong/J. Myers – Passed**
 1. August 12, 2022 Brian McCalder sent an email to the Board advising, when the recommended Operating Budget for 2022-2023 was presented, the amount of \$1,500.00 for Officials Non-Technical Training – for Mentors, Clinicians and Evaluators (expense account 64120) was missed. Brian noted adding the amount to the operating budget still provides for an estimated surplus of \$39,055.00. Brian called for a Vote of the Board of Directors by electronic correspondence.
 - a. **Motion to amend the approval for the recommended Operating Budget for 2022-2023 fiscal year to include the revised version as circulated by email August 12, 2022 – 8 Directors Voted in Favour – Passed**
- c. DRAFT Budget 2023-2024
 - i. To be presented to the membership, at the AGM to vote on, as the new draft budget for the fiscal year 2023-2024.
 - ii. **Motion to approve the Draft Budget for 2023-2024 as presented – R. Dutchak/O. Hally – Passed**
- d. Financials 2022-2023 – Not yet available from the accountant.
 - i. Brian advised the financial would be available before the upcoming AGM as they should be received this week and will be forwarded to the Board upon receipt.

Brian also noted that the financials would be for information only and no approval was needed by the Board or by the membership at the AGM.

10. Review of the AGM process

- a. Saturday, August 20, 2022 from 11:00am to 2:00pm by video conference.
- b. Sam noted she has started on the agenda and as soon as it's flushed out, will be sent to Greg and Brian for feedback.
- c. For the Board to register, Sam will be sending out a link to each of the board members to register themselves. Sam noted, if any Board member is holding votes for a Club, the Club President will need to complete the registration.
- d. Sam asked any of the board members, currently holding one of the positions up for election, to let her know if they are standing for re-election.
 - i. Positions up for election – Chair, Director of Finance, Director Marketing & Communications, Director Programs and Technical Development.
 - ii. Sam noted she is expecting one nomination for the Director of Programs & Technical Development. Director Administration & Planning and Director Marketing & Communications are currently vacant. Have not received any nominations for any of the Zone Directors either.
- e. It was noted that Clubs must be in good standing, therefore having all outstanding invoices (past 30 days) paid in full, to be able to vote at the AGM. Any invoice after July 21st do not need to be settled prior to the AGM. Sam noted she sent messages out to a bunch of Clubs and believes they have all brought everything up to date. However, when she receives a delegate registration, she will check and let the Club President know if something needs to be resolved.
- f. Registration Deadline is the Wednesday prior to the AGM, so Wednesday, August 17, 2022 at 5pm.

11. Reports for the AGM

- a. Deadline to submit reports is one week prior, so Friday, August 12th. Please send any reports to Sam so that she can post them on the website as they come in.

12. Motions to be presented at the 2022 AGM – Circulated

- a. The Board reviewed the Governance and Technical Rule Changes that will be circulated to the membership and presented as motions at the AGM on August 20th.

b. Proposed Rules

- i. Adding a BC Athletics Relay Championships
(*Bruce Deacon/Dacre Bowen*) BE IT RESOLVED THAT BC ATHLETICS WOULD HOST A ONE-DAY PROVINCIAL RELAY CHAMPIONSHIP EARLY IN THE TRACK AND FIELD SEASON.

1. Comments

- a. Greg asked, as the resolution is asking to create another championship event as a stand-alone for relays, which he believes BC Athletics can create the event, is it correct that an event would only proceed if there were bids received to host?
- b. Brian confirmed and advised, of if the event was put on by BC Athletics. He further noted there was a Junior Development Relay Championship at one time but it was abandoned 10-15 years ago. However, this is one that would embrace the entire

membership age groups and could be a valuable and exciting kind of event for club development, spirit and comradery.

- c. It was asked if an event like this would negatively impact the jamboree and Megann noted she doesn't think so. She felt the relays at the Jamboree were kind of an afterthought and there hasn't really been an uptake of participations at the Jamboree for relays. Megann thought it may lighten up the schedule for the Jamboree a little bit.
- d. A Director noted the resolution asks for BC Athletics to host the vent and it was asked if the association had the financial resources to do so Brian said for the financial yes, but may need to set up an organizing committee with staff, individuals and the Officials, which could be contracted.
- e. Jasmine noted it sounded like a fun event but asked if it will impact another club's meet if they are hosting and does BC Athletics give them an opportunity to host this event as well? Jasmine also noted it was mid-season for high school so could see this a hit with high school and Junior Development athletes. Recommended looking at the placement of the event and discussing with the Membership.
- f. Marcus noted the past season's calendar was pushed early due to World's, etc. and asked if there would be an opportunity in the future to push out after these big events? Athletes who are still competing, could that be done to spread out some of the meets? Megann noted that was a potential option and agreed this year was a bit unique since the season was so short. Next year the Nationals are at the end of July, so this year would be extending past mid-July, into Legions and Canada Games. Moving forward, especially in Zone 3, 4, 5, need to revise the working group for the competition calendar as it was a lot and too much. Officials felt that as well and didn't have the resources to do all the meets well. Need to reconvene with Jasmine. May also need to recruit more Officials to support.

G. Motion to support the resolution to add a one-day BC Athletics Provincial Relay Championship – M. Wong/R. Dutchak – Passed

- I. Resolution will note that the Board supports the Resolution.
- ii. Amending the BC Cross Country Championships Race Distance for U18 Female (*John Machuga/Colin Digum*) BE IT RESOLVED THAT THE U18 FEMALE DISTANCE AT THE BC ATHLETICS CROSS COUNTRY CHAMPIONSHIPS BE CHANGED TO 5KM, EFFECTIVE 2022, FROM THE CURRENT 4KM.

1. Comments

- a. Brian clarified that U18 is usually 16 and 17-year-olds.
- b. Clif explained the Cross Country Committee was looking at changing the U18 and U20 females. They surveyed all the distance, U18, U20 and senior females and the U18 athletes came back with a strong desire to change the distance to be equal with the male distance of 5km. Also wanted to align the distances with those run at the BC High School Cross Country Championships and keep equal between the genders.
- c. The BC Athletics Cross Country Committee fully supports the U18 Female distance change moving up to 5km.
- d. It was also noted the U20 change postponed due to not being able to reach consensus.
- e. **Motion to support the resolution to amend the BC Cross Country Championships Race Distance for U18 Female to 5km – R. Dutchak/J. Myers – Passed**
 - i. Resolution will note that the Board supports the Resolution.

13. Nominations for Director positions

- a. Provided as part of the Membership Report

14. New Business

- a. There was no new business.
- b. Question
 - i. Jasmine asked, if BC Athletics were to put a policy on hosting track meets, like what events or how many events, just to shorten the calendar, do you think it would be perceived negatively by the membership? Greg noted not directly from the membership but maybe from the individual meet hosts. Jasmine noted the competition schedule was really packed and has been a challenge for a while now. Considering what if BC Athletics were to put a policy in place.
 - ii. Marcus noted he didn't think there would be a lot of backlash, but Clubs will set up host meets in preparation for athletes for Nationals. It cascades, so sooner the Worlds and Nationals happen, they want to get their meets in order but not wanting to sprint sooner than May. Given the two-tier system in order to get to Provincials, need to get invited, need to get into this stream, then anyone not good enough has to go through another stream, to spread out the flow. However, could argue that an athlete doesn't know if they could make it to Provincials. What is really needed is an indoor track in the lower mainland, or even in BC, then could spread out the meets more. Brian noted athletes could drive to Kamloops.
 - iii. Brian commented, if looking at the entire province of BC, only a small part of the lower mainland has that issue. Will have to take that into consideration. For decades the association has looked at extending the track season in both BC and

Canada. August is a dead zone as pre-empted by Legions or Canada Summer Games. Takes focus away from the 80-90% who are done by mid-July, but still a month and a half of event possible weather. Could be looked at if Clubs were willing to extend their time in hosting competitions. Also need time break for being a host or club organizer.

- iv. Marcus noted, from the European colleagues, September is their dead zone. BC/Canada could extend the calendar. Could be worth discussing further.

15. Motion to Adjourn – M. Wong/R. Dutchak – Passed. Meeting was adjourned at 7:48pm.

Director Signature _____

Director Signature _____