



**MINUTES OF THE BCA BOARD OF DIRECTORS MEETING  
HELD AUGUST 15, 2009 AT THE SPORT BC CAMPUS, RICHMOND, B.C.**

Action By

1. **CALL TO ORDER**

The meeting was called to order at 9:35am. Present: Larry Harper (Chair), Greg White, Liz Jones, Tom Dingle, Diana Hollefreund, Denise Clements, Brian McC Calder, Maurice Wilson and Ann Kirk (Recorder).  
Regrets: Jim Hinze, Tom Hastie, Steve Martin, Tom Masich and Sam Collier

2. **AGENDA**

- 2.1 **Additions:** Under New Business: DOE Fee Comparison Year to Year, 2009/10 Funding Overview, IAAF Rule Changes and BCA Championship Medal Design  
2.2 **Adoption:** *MOVED (White/Clements) THAT THE AGENDA, AS CIRCULATED PLUS ADDITIONS, BE ADOPTED. CARRIED*

3. **MINUTES**

- 3.1 **Board of Directors Meeting**  
*MOVED (White/Clements) THAT THE MINUTES OF THE JUNE 20, 2009 BOARD OF DIRECTORS MEETING, AS CIRCULATED, BE ADOPTED. CARRIED*  
3.2 **Executive Committee Meeting** – The scheduled July 22, 2009 Executive Committee Meeting was cancelled.  
3.3 **BCA Committee Meetings**  
Minutes from the BCA Road Running Committee March 25/09 Meeting were received.

4. **BUSINESS ARISING FROM THE MINUTES**

- The ongoing Action List was reviewed and updated.
- Diana will now be Chair of the BCA Membership and Benefit Sub-Committee of the Board (instead of Greg).
  - Larry advised that a Letter of Thanks was sent to Thelma Wright
  - The establishment of a mandate for a Championship Eligibility Sub-Committee and confirmation of the Committee members with staff has now been referred to Diana (instead of Greg)
  - Liz advised that the potential fundraising initiative of a rebate from on line sales did not happen.
  - Sam has advised that she could not find any grants for website revamping.
  - BCA Staff Overtime Policy is being developed by Diana for consideration by the Human Resource Committee.

5. **CORRESPONDENCE** - None

6. **REPORTS**

- 6.1 **Chair, Board of Directors** (Larry Harper) – Nothing specific to report.  
6.2 **Vice Chair, Board of Directors** (Greg White)

**BCA AGM**

- Sam's  
- Greg has met with Sam and they will be arranging an AGM Committee Meeting for late August after return from holidays.  
- *Greg was requested to ask Jim Hinze (Events and Promotion Committee) to assume responsibility for the Silent Auction at the AGM.*

*Greg/Jim*

6.3 **FINANCE** (Liz Jones)

6.3.1 **Financial Statements**

- A Financial Statement to June 30/09 was circulated and reviewed. Brian explained the discrepancies between some actual Year to Date and the Budgeted Year to Date figures and provided rationale for the Year to Date figures indicating a Deficit.  
*Action: Larry requested that in future a "Projections to Year End" column be added to the Financial*

- 6.3.2 **Audit**
  - A Draft Audit showing a \$301 Deficit for the 2008-2009 Fiscal Year has been received and reviewed. Some small cosmetic adjustments will be made with the final document being available before the end of August.
  - It was suggested that it would be beneficial to have the Audit done in the BCA office rather than staff having to send material to the Auditors.

*Action: Liz was requested to consider how to handle future Audits and make a recommendation to the Board.*

Liz

6.4 **ADMINISTRATION AND PLANNING** (Diana Hollefreund)

- 6.4.1 **Strategic Plan (2008-2012)**
  - Greg advised that most of the staff section has now been completed and the committee is working to have a report available for the AGM in December.
- 6.4.2 **Track & Field Technical Mgr/Prov. Coach Position**
  - Brian advised there are ongoing discussions and investigations relative to the future direction of this position and feels the best approach may be to make a split between Coaching and Administration. Currently Ron Bunting is contacted to do part of the job and Brian is handling the rest.
- 6.4.3 **Human Resources/Risk Management Policy**
  - Need to get registered with “myBackCheck.com” as soon as possible so that all Board Members can get registered.
  - Diana is still working on the Policy wording.

Staff

6.5 **MARKETING AND COMMUNICATIONS** (Staff)

- 6.5.1 **H2H**
  - Have a new Race Director, Jacqui Sanderson, and are finalizing discussions with a new Course Manager. Need to fill the Volunteer Coordinator position.
  - Will again use the Memorial Hall in Harrison for the Awards. Have gotten positive response from Harrison and some business people along the route.
  - Continuing to work on sponsorships and increasing the number of team.
  - The garment this year will be a hoodie.
- 6.5.2 **AGM Sponsorship**
  - Attempting to get similar type of sponsorships for the upcoming BCA AGM as was obtained for the 2009 AGM.
- 6.5.3 **Coaches Association of Canada Internship Program**
  - Unfortunately, the BCA application for a grant to be used for the RJT program was denied.
- 6.5.4 **BC Summer Games**
  - *Diana requested that there be a separate tab on the BCA website for BC Summer Games.*

Staff

6.6 **MEMBERSHIP REPORT** (Sam Collier)

- 6.6.1 No membership update report available – Sam on holidays.
- 6.6.2 **BCA Membership Review**
  - The purpose of the Membership Review is to simplify the BCA Membership Categories and Fees and equate Fees to the benefit values provided.
  - Diana circulated an extensive report which included
    - . an outline of the proposed BCA Membership Review Process
    - . a proposed new BCA Membership Fee structure and a list of benefits for each membership category
    - . information on the Athletics Canada Long Term Athlete Development Model
    - . 3 year fee category comparisons and anticipated change in revenue based on the proposed new fee structure.
  - The document was discussed at length and the Board members’ comments were referred to Diana for further consideration.

*Action: - Diana to circulate a revised document to the Board with a request for feedback.*

  - *Diana to formulate any resolution(s) necessary for the AGM.*
  - *This to be an agenda item for the October 24<sup>th</sup> Board Meeting*

Diana/Board  
Diana  
Brian

6.7 **PROGRAMS AND TECHNICAL DEVELOPMENT**

6.7.1 **Track & Field** (Brian)

- All Championships have been completed for the year.
- All BC teams travel has been completed with the exception of the Canada Games.
- BC Senior Games will be held in September
- Need to have a more formalized detailed Championship application process which includes a check list of what is required to ensure that certain things are provided at competitions. Would like to see Championships awarded to a host club for 2 consecutive years. This would provide an economic value to the community and host club and give any local sponsorship a longer value for their support.

6.7.2 **Run Jump Throw** (Taunya Geelhoed) – A written report was circulated. .

6.7.3 **Junior Development** (Tom Dingle)

- In response to a question re: access to JD Meeting Minutes, it was noted that these minutes are posted on the BCA website under “Governance”.

**Action:** *Tom Dingle was requested to take the following concerns to the JD Committee*

*Tom Dingle*

- a) Why wasn't there a 60m race for 11 year olds or a Pole Vault for 14 year olds at the JD Championships this year.*

- b) Why were 14 year olds not offered an alternate meet this year since there is supposed to*

*be*

*an event for them in the year between BC Summer Games?*

- Should 14 year olds be taken out of the JD Committee and put into the Track & Field Committee?

**Action:** *Staff to draft a resolution for the AGM to move 14 year olds to the Track & Field*

*Committee. Copy of the resolution to be presented to the Board at the October 22 meeting.*

*Staff*

6.7.4 **Road and Cross Country Running** (Maurice Wilson)

A written report was circulated and reviewed.

. Overall participation has increased at the various Running Series events except in the Kootenay area where a number of events have been cancelled due to lack of sponsorship.

. National 10K Championships will be held in Toronto in conjunction with the Canada Running Series ZOORun 10K. Top 4 finishers (men and women) in the BC Times Series have been invited to represent BC.

. Bid applications to host the 2010 and 2011 Road Running and Cross Country Championships are posted on the BCA website. Deadline for submission is Sept. 30.

. Participation in Trail Running is the largest growth area of our sport. The World Mountain Running Championship is now an IAAF Championship, and selection to the Canadian team requires

*membership*

of a provincial branch. Most Trail Running events are not sanctioned by BCA. There is a need for BCA to be inclusive of these events and investigate BC Championships and Series support in the same

*manner*

as is done for Cross Country.

**Action:** *Staff to present policy options in this area to the Board for consideration.*

*Staff to engage Cross Country and Trail Running and report back to the Board.*

*Maurice  
Maurice*

- Maurice sought Board feedback to two changes being proposed by the Road Running Committee: “BCA Championship medals should be presented to the top 3 overall eligible athletes, and Championship ribbons presented to the top 3 in each age group (18-19, 20-24, 25-29, 30-34, etc. without upper limit).”

“BC Road Running Championship eligibility should be limited to BCA members, and exclude of other Provincial or National Federations.”

*members*

Discussion ensued.

**Action:** *Maurice to provide the Board members with a “pro and con list” and request feedback*

*Maurice/Board*

Sport BC Initiatives

- Larry noted that reduced rates were available to BCA members at the Sandman Hotels and Avis Car Rentals through Sport BC.

**Action:** *A “Special Offers and Incentives” tab to be added to the BCA website and the Sport BC Initiatives to be listed or a link where these can be found provided.*

*Staff*

6.7.5 **Officials** – No report

6.7.6 **Coaching and Canada Games 2009** (Ron Bunting) – Nothing new to report

6.7.7 **Centres** (Brian McC Calder)

National (Victoria)

- Brian advised that since BCA no longer is part of an agreement with the National Centre in Victoria, instead of making an annual payment of \$27,000 to the Centre targeted to international track and field experiences. BCA will now be making payments directly to the individual competitions. Brian and Brent Fougner (Centre Director) have indicated to Martin Goulet (AC Chief High Performance Officer) the need for an Agreement to be in place which includes BCA. This matter will be revisited in October.

Regional: Interior (Kamloops) –Total coach support through Canadian Sport Centre Pacific - \$12,000.  
Fraser Valley (Abbotsford) - Total support through Canadian Sport Centre Pacific - \$18,000

## 6.8 EVENTS AND PROMOTIONS (Jim Hinze)

### BCA Umbrellas

- 100 BCA Umbrellas have been purchased to use for promo, gifts and sales. The umbrellas were well received by the Board.

## 6.9 ZONE DIRECTORS

6.9.1 Zones 1 and 2 – To date no Director has been named.

6.9.2 Zones 3, 4 and 5 (Tom Hastie/Steve Martin) - no report

6.9.3 Zone 6 (Denise Clement) – Nothing further to report

6.9.4 Zone 7 and 8 (Tom Masich) – No report

## 6.10 ATHLETICS CANADA – No report

## 7. NEW BUSINESS

### 7.1 DOE Fee Comparison

- Brian provided a comparison of DOE Fees for 2007/2008 to 2008/09 broken down by Category (Road Running, Cross Country, Track & Field and Race Walking). There has been an increase in all categories.

*Action: If deemed necessary, staff to present any recommended DOE Fee or Sanctioning Fee changes to the Board for consideration at a future Board Meeting.*

*Staff*

### 7.2 2009/10 Funding Overview vs 2008/09 (as of August 15/09)

- Brian presented a document providing a comparison of funding to BCA from various sources for last fiscal year vs this year. There is a slight increase in Core Funding but there has been a significant reduction in revenue from Sports Funder In-Province Youth Travel and Sports Funder Coaching Certification which is going to have a very negative effect on these programs and BCA members clubs. Direct Access Gaming funds have been frozen. so it is not know how much the grant will be for this year or when it will be received. Because of

the

reductions and freezing of funds, BCA and other PSOs are experiencing cash flow problems.

### 7.3 IAAF Rule Changes

Maurice noted 3 major Rule Changes which have been adopted by the IAAF:

- Masters Age for non-stadia events is now 40+

- World Cross Country moving to bi-annual Championships. Area Championships to be held in other years.

- No false start rule

### 7.4 BCA Championship Medals

Some concerns have been expressed re: the design and colors of the BCA Championship medals.

*Action: Board members are to conduct individual surveys to get opinions from the membership and report back.*

*Board members*

### 7.5 BCA Presence at BC High School Championships

- Suggested that BCA should have a presence at the BC High School Championships and that there should be a link to the Summer Games for High Schools.

- Brian advised that he has met with Bill McNulty (BCHS Track & Field Commissioner) and Jennifer McNulty (Director of the HS Championships) where matters such as these have been addressed.

## 8. ADJOURNMENT - MOVED (Clements/White) THAT THE MEETING BE ADJOURNED (2:35pm). CARRIED

Respectfully submitted,  
Ann Kirk, Recording Secretary  
Aug. 18/09

Director \_\_\_\_\_

Director \_\_\_\_\_