



BC Athletics Executive Committee  
Meeting Minutes – October 25, 2006

Attending: Tom Hastie, Larry Harper, David Polisi, Greg White  
Attending by conference call: Tom Dingle, Diana Hollefreund  
Regrets: Ann Kirk

1. Meeting called to order at 7:00 pm (delayed due to weather conditions)
2. Additions to the Agenda
  - a. Sports Funder Lottery – sign off
  - b. H2H update
3. Approval of the agenda – Larry Harper/Tom Hastie - approved
4. Minutes:
  - a. Approval of the minutes of the June 21/06 Executive Committee meeting – Larry Harper / David Polisi – approved
  - b. Receipt of the minutes of the Brd of Dir meeting of Aug 26/06
5. Business Arising:
  - a. Coaching Award – update on withdrawing of the award. To date there has been no reply from the recipient. Recommended that a registered letter requiring signature be the next effort made to have the award returned to BC Athletics as it has been formally withdrawn.
  - b. Executive Committee and BCA Road Running Committee meeting(s) update:
    - i. Larry Harper, David Polisi and Maurice Wilson have met and set out some Objectives and Principles
    - ii. Information and opinion had been requested from BC Athletics legal council, Peter Spencer, with respect to “Optional Insurance”. That opinion had only been received and required and review and circulation to the sub-committee mbrs (Maurice Wilson, Larry Harper, David Polisi).
    - iii. Discussions around the issues of insurance and the amount to be returned to BC Athletics need to be discussed in more detail.
    - iv. The process is very good and valuable to the whole association.
    - v. A further report and update to be presented at the Nov 25/06 Brd meeting.
  - c. Criminal Records Check:



- a. salary scale developed and reviewed by Larry Harper
- b. the position has been advertised with a closing deadline of Nov 10/06.
- c. position is shared 50/50 – for the Run Jump Throw Program and BC Athletics Administrative duties (see advertisement and detail on the BC Athletics website.)

2. Internship Opportunities

- a. Post secondary students looking for internships up to 4 months.
- b. BCA staff are reviewing the request and seeking additional information – e.g. expected salary if any; future placement; administrative requirements; reports and evaluations required of the host organization.

3. Staffing and organizational structure review:

- a. first meeting of Larry Harper and Brian McCalder to look at current:
  - i. organizational structure
  - ii. organization functions and responsibilities
  - iii. committee structure
  - iv. committee responsibilities
  - v. staffing structure
  - vi. staff responsibilities
  - vii. overall operations / processes

The intent is look where we are and where we need to be in the next 5 to 10 yr period.

c. Administration and Planning

- i. Tent and Banner systems – logos have now been completed and second quotes can now be sought.
- ii. Calendar of Events:
  - 1. Tom Dingle raised points around clarity around sanctioning and information on getting the online information posted. Staff to review.
  - 2. Further requests for event listings have been will continue to be made to those listed in the 2006 Calendar
  - 3. The intent is to have this published before by the end of Dec '06.

iii. Board of Directors:

- 1. Greg White was seeking quotes for jackets for the Board of Directors. He hope this would be complete and the jackets available by the Nov 25/06 Brd Meeting.

d. Membership:

- i. AC Direct Membership database
  - 1. A report was presented:
    - a. Club registrars meeting to held on the AGM weekend
    - b. Sam has begun an AC/BC Direct electronic information update to club registrars. A copy was provided to all attending Executive Committee mbrs
    - c. Club registrars have been signing up (completing the waiver with club president signature). This is required so as to give authority to the Club Registrar by the Club President on behalf of the Club Brd of Dir/Executive with respect to having access to the club member's information as provided on the BC Athletics membership application form.
    - d. All club members must register through their club registrar. Unattached members must register directly with BC Athletics.
    - e. Clarification on Tier 1 & 2 support for the system and process needs to be clearly defined so that BC Athletics staff is not trying to deal with detailed issues that are program (computer) based.

7. New Business:

- a. BC Athletics AGM – presentations, workshops, speakers:
  - i. Richmond Oval presentation (focused on post 2010) has been confirmed.
  - ii. Guest speakers:
    - 1. 2006 AGM feedback was that not having a speaker was good. Action – that if we move ahead to have a quest speaker, the person must be good and relevant to those attending.
  - iii. Other workshop ideas:
    - 1. Registrars – as noted above
    - 2. Athletics Canada – Long Term Athlete Development (LTAD)
    - 3. WebAlive – pending an agreement or agreement in principle
    - 4. Other ideas to be solicited in the Bulletin
  - iv. Reports and information:
    - 1. Continuing to put as much as possible up on the website so as to reduce the amount of printed material provided by the office. Representatives to the AGM will need to print off the documents or download them to their laptop computers.
- b. Athletics Canada Technical Congress – Edmonton, Nov 17, 18, 19/06

- i. BC Athletics will be assisting identified coaches to attend this Congress (airfare and registration fees).
- c. Sports Funder Lottery
  - i. Requirement that the Executive move a motion to accept the Guiding Principle of the In-Province Youth Sport Travel Assistance Program. By doing so the member clubs would be eligible for support through this program for the travel of athletes Junior Age and Under to:
    - 1. Provincial Championships
    - 2. Intra-Zone Competitions
    - 3. Training Camps
    - 4. Other approved athlete travel.
  - ii. Travel support can be retro-active to April 1/06
  - iii. BC Athletics must develop an In-Province Travel Support Program (criteria and process for application) and have that endorsed by the Board. This will be developed as soon as possible.

Moved Larry Harper/David Polisi: That BC Athletics supports the Guiding Principles of the British Columbia Sports Funder Youth Sports Travel Assistance Program - Passed.

- d. Haney to Harrison (H2H0 update):
  - i. The target number of teams is expected to be 280. Capacity is 350.
  - ii. Challenges to the route and with some communities have been addressed through considerable discussion with RCMP in the Fraser Valley Reg Dist and the FVRD authority itself. There is always constant work to be done in this area so that the event can continue to be run from Haney to Harrison.
  - iii. Proposal to donate \$5000.00 from the proceeds of H2H to be shared amongst the Food Banks in the Communities through which the event takes place. Moved Larry Harper/David Polisi that BC Athletics explore the feasibility of linking the Food Banks or another acceptable charity to the H2H event. Passed

Meeting Adjourned 9:00 pm.

Next meetings:

- Board of Directors – Nov 25/06 – as per the approved date change
- Executive Committee – Dec 6/06 and Jan 10/07

Signatures: Director: \_\_\_\_\_

Director: \_\_\_\_\_