

**MINUTES OF THE BCA EXECUTIVE COMMITTEE MEETING
HELD ON APRIL 27, 2011 AT THE SPORT BC CAMPUS, RICHMOND, B.C.**

Action by

1. **CALL TO ORDER**

The meeting was called to order at 5:35 p.m. Present: Greg White (Chair), Jim Hinze, Carey Dillen, Brian McCaldar and Ann Kirk (Recorder). On the phone: Tom Dingle, Pam Medland and Denise Clements

2. **AGENDA**

An agenda was circulated. Addition: National Coordination of "First Contact Athletics"

MOVED (Hinze/Dillen) THAT THE AGENDA AS CIRCULATED AND AMENDED BE ADOPTED. CARRIED

3. **MINUTES**

3.1 **MOVED (Hinze/White) THAT THE MINUTES OF THE JANUARY 10, 2011 EXECUTIVE COMMITTEE MEETING, AS CIRCULATED, BE ADOPTED. CARRIED**

3.2 Minutes of the March 19, 2011 BCA Board of Directors Meeting were received.

3.3 Minutes of the April 20, 2011 BCA Masters Committee Meeting were received.

4. **BUSINESS ARISING FROM THE MINUTES** - An "Action List" was circulated and reviewed.

5. **REPORTS**

5.1 **Chair of the Board of Directors** (Greg White)

- Attended the Sun Run VIP Banquet and Expo. Picked up the Kenyans from the airport.

5.2 **Vice-Chair of the Board of Directors** (Jim Hinze) – Nothing new to report.

5.3 **Finance** (Brian McCaldar)

- Summary page was reviewed with Brian providing clarification as required. Taking into account a shortage in the previously estimated membership fees and before any year end adjustments, the projected positive balance at Year End (March 31/11) is estimated at \$13,481.

- Carey and Brian reviewed the BCA financial picture and have noted risks, challenges and opportunities which now need to be prioritized. **Action: Information will be circulated to the Board for discussion at the May Board Meeting.**

Brian

5.4 **Administration and Planning** (Pam Medland)

5.4.1 **Strategic Plan** - No update report at this time.

5.4.2 **Human Resources**

5.4.2.1 **Human Resources Committee**

Action: Committee needs to be struck and meet asap to deal with a review of Staff salaries and benefits. Pam

Discussion: - Recommended that Pam, Carey and Jim should be on the Committee

- Review of Staff should be done on a yearly basis.

- Board reviews CEO (Brian). Brian reviews the other staff

Action: Information on hand in the BCA Office plus other information available through Sport BC is to be forwarded to Pam and Greg.

Brian

5.4.2.2 **Canada Summer Student Program**

- BCA has not been informed yet and suspect there is a delay because of the Federal Election.

5.4.2.3 **Athletics Canada Para-Athletics Coach Position**

- The proposed partnership with BCA (coach based out of the BCA Office) was not accepted. AC chose to target a coach and pursue a partnership with the coach's employer.

5.4.2.4 **BCA T&F Technical Manager. Position** – Working on having position posted and filled asap.

5.4.2.5 **Unattached Coaches** – **Action: Pam to follow up with Diana re: the Unattached Coaches issue.**

Pam

5.4.3 **Sport BC AGM** – Greg will represent BCA at the Sport BC AGM to be held June 4th.

5.4.4 **Athletics Canada AGM**

- Greg, Brian and Maurice Wilson will be attending the AC AGM. Discussion will take place at the Branches session relative to aligning the Branch Plans with the AC Strategic Plan. The BCA Strategic Plan is already modeled on the AC Plan.

Masters Age: A document from Danny Daniels dealing with IAAF Rule 141 – Age for Masters was circulated and discussed. The IAAF will recommend to the August Full IAAF Congress that the age for Masters be 35+ for stadia and out-of-stadia events. This should be a significant factor in the discussion of the AC/CMA proposal at the AC AGM.

5.4.5 **BCA 2012 AGM – Updates** (Sam Collier)

Hotels – The **Meetings** will be held at the **Hilton Vancouver Airport Hotel, Richmond** (same as 2011 AGM) and the **Banquet** will be at the **Sheraton Vancouver Airport Hotel, Richmond** (next door to the Hilton).

Silent Auction: Board involvement with the Silent Auction was requested and it was noted that work needs to be started now if income from this event is to be increased. **Action: Denise will oversee an Auction Committee which is to be struck asap by Greg.**

Greg

5.5 **Marketing, Sponsorship and Communications** (BCA Staff) – No update report at this time

5.6 **Events and Promotions** (Denise Clements)

- Maurice will be looking after the BCA booth at the Vancouver Marathon and Jim will looking after the booth at the TC10K in Victoria..

- Reviewing use of current tents/banners/signage and looking into purchase of additional banners.

5.7 **Membership** (Sam Collier)

- A written report from Sam was circulated and reviewed.

MOVED (Hinze/Dillen) THAT THE INDIVIDUAL BCA CLUB MEMBERSHIP APPLICATIONS, AS PER LIST CIRCULATED, BE APPROVED. CARRIED.

MOVED (Clements/Dingle) THAT THE RENEWAL BCA CLUB MEMBERSHIP APPLICATION FROM THE POWELL RIVER TRACK & FIELD CLUB BE APPROVED. CARRIED.

MOVED (Dingle/Hinze) THAT THE RENEWAL BCA CLUB MEMBERSHIP APPLICATION FROM THE SHUSWAP HILL RUNNERS BE APPROVED PENDING HAVING A MINIMUM OF 5 MEMBERS ENTERED ON ADDIRECT. CARRIED.

MOVED (Clements/Dingle) THAT THE NEW BCA CLUB MEMBERSHIP APPLICATION FROM THE KASLO RUNNERS CLUB BE APPROVED. CARRIED.

MOVED (Clements/Dingle) THAT THE NEW BCA CLUB MEMBERSHIP APPLICATION FROM THE DOUGLAS COLLEGE RUNNING CLUB BE APPROVED. CARRIED.

MOVED (Medland/Clements) THAT THE NEW CLUB MEMBERSHIP APPLICATION FROM THE ELITE TRACK & FIELD ACADEMY BE APPROVED. CARRIED.

6. **NEW BUSINESS**

6.1 **National Coordination of “First Contact Athletics”**

- As discussed at the March Board Meeting, BCA submitted an application for this position on behalf of Taunya. Taunya was interviewed. Based on the questions asked during her interview, it is the feeling that AC will likely proceed with a candidate that is more involved with the Hershey Program.

7. **ADJOURNMENT**

MOVED (Hinze/Dingle) THAT THE MEETING BE ADJOURNED (6:55pm) CARRIED

NEXT BOARD MEETING – MAY 14, 2011 – 9:30am

Respectfully submitted,
Ann Kirk, Recording Secretary
May 1/2010

Director _____

Director _____

