



**BC Athletics Board of Directors Meeting – June 8, 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 (joined at 7:43pm); Newton Hoang, Director Marketing & Communications (joined at 7:15pm); Darren Willis, Director Zone 6; Rebecca Dutchak, Athlete Director; Megann VanderVliet, Track & Field Program Manager (joined the meeting at 7:27pm)

**Regrets:** Jordan Myers, Director Events & Promotion; Tyler Heisterman, Director Programs & Technical Development; Jasmine Gill, Director Zones 3, 4 & 5; Sam Collier, Manager Registration and Membership Services; Clif Cunningham, Technical Manager Road and Cross Country Running; Sabrina Nettey, Run Jump Throw Wheel Coordinator; Richard Lee, Coach, BC Endurance Project; Jennifer Brown, Coaching Education Coordinator

1. **Call to Order** – The meeting was called to order at 7:08pm.
2. **Introductions** – Introductions were made.
3. **Additions to the agenda** – There were no additions to the agenda. **M. Wong/R. Dutchak – Passed**
4. **Adoption of the agenda** – **M. Wong/R. Dutchak – Passed**
5. **Approval of the Board of Directors Minutes of:**
  - a. **April 6, 2022 – Circulated. Motion to approve the Board of Directors Minutes of April 6, 2022 as presented – G. White/M. Wong – Passed. R. Dutchak and N. Hoang abstained.**
6. **Receipt of the BC Athletics Committee Meeting Minutes of:**
  - a. Junior Development Committee Meeting Minutes – April 19, 2022 – Circulated
    - i. Junior Development Para Ambulatory Competition Guidelines Reference Document – Circulated. Requires approval by the Board as is a championship document but also for Clubs to use if they wish to include Para in their competitions.
      1. It was noted that this was in addition to what's there already. Sabrina and Katie Miyazaki, past Para Athletics Development Coordinator, brought forward the guidelines reference document and engaged with

Athletics Canada Para and with Wheelchair sport, and these were the events in terms for offering them to para-ambulatory in year 1.

2. Extensive discussion, Sabrina outlined importance of moving forward. One or two athletes in the program this year. Question of how to accommodate them into competition programs as well as the awards programs. Broad approvals for doing the work. Details about technical aspects, how the events were to be conducted, but after dealt with, broad support for the inclusion.

**3. Motion to approve adding section 10.1 to the Junior Development Para Ambulatory Competition Guidelines as presented. – D. Willis/M. Wong – Passed**

4. Brian noted the guidelines are for championship and clubs can adopt aspects of para ambulatory in their competitions.

b. Junior Development Committee Draft Meeting Minutes – May 24, 2022 – Circulated

- i. 2022 Junior Development Awards Banquet not to be held. Requires approval by the Board as is an association event.

1. Darren noted the recommendation to cancel was not due to logistics. There was a discussion around the costs of the event rising, but the recommendation was more the issue of the banquet along with the Junior Development awards program and the crest program all tied together. In addition to that, the fact that the retirement of statistician has created a desire to, post pandemic, look at how things were done to see whether or not the current way was aligned with long term athlete development. Felt there was an emphasis on awards when in the first year or two awards should not be emphasized. Agreed on at the time, that the banquet program could be stopped for this year, and maybe try something new. Sabrina proposed consideration of a revised crest program, and maybe reallocating some of the banquet funds, maybe BC Athletics providing all the kids, that meet their criteria, to crest. The Committee agreement at this time was to recommend cancelling the banquet.

**2. Motion to approve the cancellation of the Junior Development Awards Banquet and Luncheon for 2022. – D. Willis/R. Dutchak – Passed**

- ii. It was noted that the Junior Development Committee would come back to the Board as to recommendations for next year and, as to the other programs, what they would look like under a new format and if financially viable. Will also comment on how athlete performance is now being recorded (Tom is looking at some recommendations).
- iii. It was further noted that the Annual Awards is to be continued and the Crest Program is under review.

c. Masters Committee Meeting Minutes – May 31, 2022

- i. Update on 55+ Games: Being held at split venues, with Track, and Jumps at Centennial Stadium, with a few individual throwing events, Javelin and Shot Put. Majority of the throwing events at Lambrich Secondary School. Javelin events that need to be conducted need to be off grass run up. Notification will be in the technical information and Masters athletes will be advised they can use a longer spike on the grass. The issue is that Centennial Stadium is at the University of Victoria and they have soccer programs in September when the 55+ games are being held and they don't want any of those events on the infield of the track. When the bid was sent and the letter of support received, the university was going to provide full access but now that is a challenge and an impact to the schedule. Bruce Deacon has been contracted with the responsibility and has put together a schedule that has been run by the BC Athletics Masters Committee to accommodate the challenge with the venues. Has worked out quite well.
- ii. Need to address entry fee for combined events for Masters. Brian noted, two years ago, worked to recommend that no event should be cancelled unless there were no entrants, unless they were combined with a younger group. Overall games information was event was to be cancelled. Resulted in a boycott of the 55+ games. Amended their general rules to align with athletics rules and hopefully will result in entrants. Not being believed and was looking at the general rules for events that had less than three people in it, for the overall games. Hopefully has been corrected and people will sign up.

## **7. Business Arising from the minutes**

- a. Junior Development
  - i. Para Ambulatory Events – Track & Field – Reference document circulated
  - ii. Annual Awards Banquet not to be held in 2022 (See Receipt of the BC Athletics Committee Meeting Minutes of Junior Development Committee Draft Meeting Minutes – May 24, 2022)
- b. Masters – Masters Combined Events Championships – Entry Fee Survey – Reference document circulated
  - i. It was noted that this was brought forward at the last meeting and asked for more information. Not a survey but rather an indication of the cost of events across the country. Jake pulled together to provide the input to the Board.
  - ii. Brian noted Greyhounds charged \$100 but a bit of a barrier to Masters who may be on fixed income and use athletics as a method of participation. Might be better in the range of \$50 for combined events with the additional \$5 to support the officials program.
  - iii. Greg noted he thought Masters was recommending a \$70 fee. Brian noted no recommendation has been received other than the survey.
  - iv. Brian noted the Clubs cannot set a championship fee for provincial championships; set by the association.
  - v. Cost of international multi event meets, similar to what is proposed for the meet. \$50 Pentathlon/\$70 Heptathlon/\$100 Decathlon.

- vi. Brian reiterated Finances can be a barrier to participation and asked what is the intent behind charging that much as 75% of the entry fees are retained by the club and they get all the officiating provided for. Clubs also receive a grant. Not sure what the rationale is for and if a \$50/\$75/\$100 fee schedule is appropriate.
- vii. Megann noted the Greyhounds, with the cost of facility rental, would be losing money if they didn't charge. It's \$10 per event so \$100 for the full decathlon. If charged the championship rate, with costs incurred, would be losing money. Brian noted he was aware.
- viii. Darren asked if they should be looking at financial breakdown to be considered as part of the decision. Brian noted BC Athletics does receive a financial statement from every provincial championship, from the host organizing committee. Brian noted there was not a great number of participants for combined events for Masters.
- ix. Multi events components as a combined championship. U18, U20, Senior and U16 age groups. Looking for making a suggestion not to make a stand-alone event? Brian noted bids include combined events.
- x. Chair asked if the Board was looking for more information?
- xi. Darren noted there is a decent Masters participation at Island series event and there is a group heading to Finland for the international masters. Not sure about in province events that is supposed to be available to a broader range of the athletes.
- xii. Rebecca noted she would like to know more on the participants view of the entry fees. The Heptathlon and the Decathlon is usually the same fee, so curious as to how are they justifying the Decathlon as significantly more?
- xiii. Newton asked about any other revenue streams that impact the cost. Brian reiterated what BC Athletics provides as well as subsidizing travel for officials and providing awards for the event. Liability insurance is also provided as part of hosting sanctioned events. But still it is likely to lose money on the combined events championship so should be part of the larger championships unless they take the 14 and over and put together in a stand-alone championship.
- xiv. Darren noted some other costs to hosting an event, like concession costs to feed officials, facility cost, ribbons, photo finishing, security, etc.
- xv. It was noted that a motion to consider could be to set an entry fee for BC Athletics Masters Combined Events Championships, regardless of who is hosting.
- xvi. Brian noted he felt that with hosting an Independent combined events competition, the current entry fee schedule is too low. The Chair asked if \$50 was more reasonable and Brian asked what's reasonable for a provincial championship given the potential financial barrier for Masters Athletes.
- xvii. Rebecca recommended Heptathlon and Decathlon be the same price, either the Heptathlon becomes higher or the Decathlon becomes lower, but should be the same.

- xviii. It was noted that the entry fee schedule is \$30 for combined events U16 to Senior Provincial Championships. Fee schedule is also listed for Masters.
- xix. Greg recommends consistency across the board and if an increase from \$30 to \$50 affects the whole membership, it should not be done at this time.
- xx. Darren asked if they should have a multi event championships only, so not to incur the high cost of hosting the event if hosted as a separate championship? Newton asked, are there any other age groups that have a separated championship? As an event planner, it seems better for so many reasons to have as a combined championship. Darren noted separate championship events are done at the JD level. This year it was combined but not traditionally. Rebecca noted multi-level event championships are separate at the high school and college level.
- xxi. **Motion to table the BC Athletics Masters Combined Events Championships entry fee for further review and to request further information to bring back to the Board. – M. Wong/R. Dutchak – Passed**

## 8. Correspondence

- a. There was no correspondence received to date.

## 9. Reports:

- a. Chair of the Board of Directors – Greg White
  - i. Written Report circulated
    - 1. Items of Note
      - a. Next Board of Directors Meeting, August 3, 2022 7pm – Usually AGM matters
      - b. 6 vacant positions – Director Administration & Planning, second Athlete Director and Para Athlete Director, Director Zones 1 & 2, second Director Zones 3, 4 & 5, Director Zones 7 & 8.
        - i. No interest to date. Need to promote.
      - c. 4 positions coming up for election – Chair, Director of Finance, Director Marketing & Communications, Director Programs and Technical Development.
      - d. Athletics Canada AGM – Brian and Greg attended May 13 and 14 in Halifax. Athletics Canada has been working on a transgender, gender diversity and inclusivity policy, which has been challenging as continuously changing landscape.
        - i. Brian noted there are so many factors for consideration, like managing results, rankings, competitions organized, categories per event, etc. A lot of moving parts. So it was recommend to slow down, take it one step at a time, work with what the World Athletics has as a requirement at this point. It is likely that when any policy is put forward, it is going to be challenged in the courts and then there will be some way forward to

fashion a policy aligned with the court's decision. Human rights is currently the big hurdle, for all sport organizations, with gender identify and transgender. There's no barrier to participate but determining how to manage results and ranking has been difficult.

- ii. Greg noted Athletics Canada wanted to bring forward a draft policy for feedback but decided it was best to hold off at this time.
  - iii. Newton asked, if locally, there was an appetite for BC Athletics to do something, or even making a step toward some level of effort or engagement. Wondering if looking at seeing if there are any athletes that identify as transgender registered with BC Athletics and if it may be worth engaging in a conversation for understanding another perspective. Greg noted there was discussion about reaching out to the community that this impacts and a desire for engagement.
  - iv. Darren noted, "reaching out to the community most affected" should also include the female athletes. Rebecca noted she could reach out to some female athletes and any athletes that may be transgender. Newton also offered his support and assistance.
  - v. Brian noted BC raised the point of asking the Athletics Canada transgender group if they have reached out to any athletes/members for their perspective on how to rank performance, how to retain the integrity of women's results and that it would be a good initiative to undertake. Brian noted that there are currently athletes that identify with a gender they were not born with.
  - vi. Darren asked about the option to choose how athletes identify themselves on BC Athletics forms (Male/Female/Other) and if there was any information on that. Brian noted the association is able to ask for that information but that he did not have any of the information readily available. Brian was not sure what the numbers are at this point.
- b. Vice Chair of the Board of Directors – Marcus Wong
    - i. No Report provided. Will have some information to come to the Board in the coming weeks.
  - c. Directors Reports:
    - i. Zone Directors

1. Zones 1 & 2 – Vacant
  2. Zones 3, 4 & 5 – Jasmine Gill
    - a. No Report provided
  3. Zone 6 – Darren Willis
    - a. Verbal Report provided
      - i. Through four out of the five island series. Coming back after COVID has been challenging as the loss of some key officials has impacted the stress level of running events. There are now more photo timing systems on the island, but there are less trained operators for those systems. Won't have official electronic timing for the finals of the island series. Also, double duty for the officials with the high school programs and the club series. Feeling a little stressed this year given coming back with a packed season.
      - ii. However, it is good to be back and seeing everyone competing. Seeing some participation gaps in some of the age groups.
      - iii. Lost one club over the pandemic – Powell River. Impact is from an equipment point of view as they shared hurdles equipment, so scrambling to find hurdles for Comox.
  4. Zones 7 & 8 – Vacant
- ii. Athlete Directors
    1. Rebecca Dutchak
      - a. Verbal Report provided
        - i. Nothing new to report
        - ii. Will report back on any transgender discussions at the next Board meeting.
- d. Finance Report – Ota Hally & Staff
    - i. Year End Financial Statement – March 31, 2022 – Circulated
      1. Items of Note
        - a. Year ended but still in draft form as audit is ongoing. Looking to have for the end of the month. No expected large differences from then until now.
    - ii. Balance Sheet – March 31, 2022 – Circulated
      1. Items of Note
        - a. \$755,000 cash. Good liquid position on balance sheet.
        - b. Nothing unusual. Typical payables.
        - c. Profit and Loss Statement
          - i. Came in very close to the budget overall, however more surplus (\$145,500) than budgeted (\$50,000).

- ii. Revenue slightly under with some small reductions but nothing substantial.
  - iii. Expenses - Managed to trim corresponding expenses which resulted in the higher surplus than budgeted.
  - iv. Not expecting any material changes as part of audit.
  - v. Brian noted there was revenue budgeted for awards banquet that never happened. Also received a number of grants, some of which are deferred into the 22/23 fiscal. Courses and presentations were planned but then had to be scaled back over 2021. Budgeted for more income than brought in. One area staff are happy to see bounce back was membership. At least \$5000 beyond budgeted which bodes well. Current membership numbers are not very reflective of income at any extent, but ahead of this time last year. Ending up with a shortfall of a range of \$17,000 considering all factors, which isn't bad. Compensated for with reductions in expenditures, some as a result of COVID and the inability to be out there with coach education, coach development and programs. Bounced back with the Nationals in the fall, so big expense there.
  - vi. Ota asked when the Board could expect to see the budget for the fiscal year the association is currently in. Brian noted the operating budget will need to be presented after the final audit as the financials will change a little bit. Once those are seen, then staff can put together the proposed operating budget for the fiscal 22/23. Will not know at that time, in early July, what the gaming grant will be. Will have to wing it based on past receipt of about \$160,000. No agreement yet with government on core funding. Only the enhanced funding is known.
  - vii. Brian noted there was a meeting scheduled June 30<sup>th</sup>, 2022 with Gerry, Greg, Ota and himself to review the draft audit and financial year end. Board will have to have a meeting in July to approve the audited financial statements. Once received at the end of June, will circulate to the Board for review and consideration.
- iii. Gaming – Application 2022-2023 submitted for \$250,000. Past six years, grant has been \$160,000.
  - iv. Audit statement review scheduled for June 30, 2022



- e. Administration & Planning
  - i. Strategic Plan update – Marcus Wong/Greg White/Brian McC Calder
    - 1. Update provided as part of Vice Chair’s Report
  - ii. Human Resources
    - 1. Summer Work Experiences
      - a. Canada Summer Jobs Grants Received – 2 staff through to the end of August: Ella Foster, Nikhil Hirani. 8 weeks received and was extended to 16 weeks for the full summer.
      - b. Foreign Student Intern – April 16 to July 9, 2022: Jonathan Lang
      - c. All are excellent, working out well and know a lot about social media.
    - 2. New business – important need for Human Resources meeting of the association. Will need to be called by Greg unless someone is appointed to Chair the HR Committee. Will need to review the salary grids, etc. for many of the staff. Greg noted the committee could be Ota, Marcus Brian and himself and he would send out email later this week to find a time that works for all.
  - iii. Board Governance Trailing – Sector Resiliency Project reference document circulated
    - 1. Marcus noted he thought this was a good idea. Greg noted he’s been through something like this before. Will need to know how many licences need to have to go through at no cost. May need at least 15 for the board and asked if the association wanted to include the staff. Brian noted he thought including the staff would be a good idea.
    - 2. Brian also noted he would get some more information and report back.
  - iv. Gaming – Clarification on BC Athletics Voting Rights – Letter to David Pyatt circulated
    - 1. Brian noted that every year the gaming grant comes back with new rules and regulations and last year, for many of the PSOs, they delved very deep into the bylaws to ensure they align with the regulation related to voting rights of the organization. This year, they could not determine how the PSO provides for voting of members. Brian went through the letter and provided clarification to the gaming grant. Hoping it will work and will not require clean-up of bylaws before providing funding.
    - 2. Townhall meeting held with the gaming branch. Presentation made and during the opportunity to ask questions the point of the letter came up. Needs to be an understanding of the gaming grant on how PSOs function across the province with members and clubs as part of the association and provincially.

3. Brian noted he will let the Board know if any feedback or clarification is received. Likely will not come until notification of the gaming grant this year.
- f. Membership Report – Sam Collier
    - i. Written Report circulated
      1. Items of Note
        - a. Membership numbers are up (6,225 as of 30-May-22 from 4,903 members over the same period last year).
        - b. Update on Criminal Records Check management
          - i. Legal Advice was to continue with Clubs managing CRC to avoid BC Athletics liability and management. Trackie to provide programming to manage approval of membership requiring CRC's and provide notification to individual and Club Registrar.
    - ii. Approval of Individual Memberships – Circulated
      1. **Motion to approve the list of individual memberships received from April 4, 2022 to May 30, 2022 as provided. – M. Wong/D. Willis – Passed**
    - iii. Club Name Change Approval
      1. The University of Victoria Track & Field Club (UVIC) has changed their club type from an Athletics Post Secondary (School) Affiliate Club to a Full Club as of this 2022. They are requesting a name change to Victoria Endurance Club. It was noted that this would be in effect for the remainder of the 2022 track season.
      2. **Motion to approve the Club name change as proposed. - M. Wong/R. Dutchak – Passed**
  - g. Marketing & Communications – Newton Hoang/Clif Cunningham/Brian McCalder
    - i. BC Athletics Newsletter Update
      1. Chair asked if Newton has been able to connect with staff yet and Newton noted he had not.
      2. Newton asked for clarification of the role. His understanding was that the role is to advise the Board, on strategic vision and from a marketing and communications perspective, rather than getting involved in the day to day. However, it was noticed that the previous Director was much more involved and Newton did not want to overstep with staff.
      3. Chair confirmed that the role was as a policy board and noted advisement was an appropriate role as was engaging with staff on the big picture marketing and communication, which is very much needed. Recommended looking at the strategic plan and what is planned, and confirmed not to be involved in the day to day.
  - h. Events & Promotions – Jordan Myers
    - i. No Report provided

- i. Programs & Technical Development
  - i. Director, Programs & Technical Development – Tyler Heisterman
    - 1. No Report provided
  - ii. Introductory Programs – Sabrina Nettey
    - 1. Run Jump Throw Wheel & Junior Development
      - a. Written Report circulated
    - 2. Junior Development Committee – Darren Willis, Director Liaison
      - a. No Report provided
  - iii. Track & Field – U16 to Senior – Megann VanderVliet
    - 1. Verbal Report provided
      - a. Items of Note
        - i. Hosted the Pacific Distance Carnival and the Canadian 10,000m Championships. Good attendance and good feedback. Lululemon was a title sponsor this year and it sounds like they're on board for next year as well.
        - ii. June – BC High Schools Combined Events Championships, Harry Jerome Track Classic, Victoria Track Classic, Kamloops Throws Festival, Bell Canadian Track & Field Championships; Provincial Championship Jamboree.
  - iv. Para Athletics – Vacant
  - v. Road and Cross Country – Clif Cunningham
    - 1. Written Report circulated
  - vi. Masters – Track & Field/Road Running/Cross Country Running – Greg White, Director Liaison
    - 1. No Report provided
    - 2. BC 55+ Games Venue Update – Centennial Stadium and Lambrick Park Secondary School
    - 3. Master Multi-event Entry Fee Schedule – Survey document circulated
  - vii. Officials – Jasmine Gill, Director Liaison
    - 1. No Report circulated
  - viii. Coaching – Jennifer Brown
    - 1. Written Report circulated
  - ix. Performance Hubs/Programs –Megann Vandervliet/Brian McCalder
    - 1. BC Sprints/Hurdles Project
      - a. Update provided as part of Track & Field Report
    - 2. BC Throws Project
      - a. Update provided as part of Track & Field Report
      - b. Presentation and discussion with Simon Nathan, Athletics Canada High Performance Director. Opportunity to meet during Jerome and National Track & Field Championships.

- 3. BC Endurance Project – Richard Lee
  - a. Written Report Circulated
- j. Athletics Canada Update – Greg White & Staff
  - i. Athletics Canada AGM
    - 1. Update provided as part of Chair of the Board of Directors Report
  - ii. Sport BC
    - 1. Annual General Meeting held a couple weeks ago. Chair noted the election of the Sport BC Board.

**10. New Business**

- a. HR Committee – Need to schedule a meeting as soon as possible
- b. BC Athletics Board of Directors search and call for nominations
  - i. Reference document for vacancies and terms that are ending circulated
  - ii. Chair noted the need to be proactive and reach out to the membership to fill the vacant positions.
  - iii. Positions for election to be posted on the website (if not already).

**11. Scheduled Board Meeting Dates**

- a. The next Board of Directors meetings will be held on Wednesday, August 3, 2022 from 7:00 – 8:30pm by video conference.
- b. The BC Athletics AGM will be held on Saturday, August 20, 2022 from 11:00am to 2:00pm by video conference.

**12. Motion to Adjourn – O. Hally/D. Willis – Passed.** Meeting was adjourned at 8:36pm.

Director Signature \_\_\_\_\_

Director Signature \_\_\_\_\_