



BC Athletics Board of Directors Meeting – June 17, 2021
Video Conference Meeting
Minutes

Attending by video conference: Greg White, Chair; Jim Hinze, Vice Chair; Brian McCalder, President/CEO; Ota Hally, Director Finance (joined the meeting at 7:30pm); Jordan Myers, Director Events & Promotion; Marcus Wong, Director Administration & Planning; Jacob Emerson, Director Zones 3, 4 & 5; Jasmine Gill, Director Zones 3, 4 & 5; Cathy Johnson, Director Zone 7 & 8; Rebecca Dutchak, Athlete Director; Clif Cunningham, Technical Manager Road and Cross Country Running; Sam Collier, Manager Registration and Membership Services; Sabrina Nettey, Run Jump Throw Wheel Coordinator; Megann VanderVliet, Track & Field Program Manager; Kaleigh Churchmuch, Introductory, Coaches and Officials Development Programs Assistant; Jennifer Erickson, Track & Field and Para-Athletics Program Assistant

Regrets: Tyler Heisterman, Director Programs & Technical Development; Newton Hoang, Director Marketing & Communications; Richard Lee, Coach, BC Endurance Project; Barb Drake, Director Zones 1 & 2; Darren Willis, Director Zone 6; Nathan Reich, Athlete Director; Jennifer Brown, Coaching Education Coordinator; Katie Miyazaki, Para Athletics Development Coordinator

1. **Call to Order** – The meeting was called to order at 7:04pm.
2. **Introductions** – Introductions were made. Brian introduced the summer staff: Kaleigh Churchmuch, Introductory, Coaches and Officials Development Programs Assistant and Jennifer Erickson, Track & Field and Para-Athletics Program Assistant.
3. **Additions to the agenda** – There were no additions to the agenda.
4. **Adoption of the agenda – J. Hinze/J. Myers – Passed**
5. **Approval of the Board of Directors Minutes of:**
 - a. **April 14, 2021 – Circulated. Motion to approve – J. Myers/M. Wong – Passed**
6. **Receipt of the BC Athletics Committee Meeting Minutes of:**
 - a. Junior Development Committee Meeting Minutes – April 11, 2021 – Circulated
 - b. Junior Development Committee Draft Meeting Minutes – May 9, 2021 – Circulated
 - c. Road Running Committee Meeting Minutes – April 8, 2021 – Circulated
 - d. Officials Committee Draft Meeting Minutes – June 14, 2021 – Circulated
7. **Business Arising from the minutes**
 - a. 2021 Junior Development Championships (Pentathlon and Track & Field) – Introductory Programs Report provided recommendation to cancel and alternative
 - i. Update provided as part of Introductory Programs Report

- b. 2021 Alternative Junior Development Challenge – allowing Training Members with DOE payment, to compete
 - i. Update provided as part of Introductory Programs Report
- c. 2021 Junior Development Annual Awards – Recommendation to Cancel
 - i. Update provided as part of Introductory Programs Report

8. Correspondence

- a. viaSport COVID-19 Provincial Health Office Orders and Sport Activity to June 15, 2021 – BC Athletics Staff
 - i. Brian and Megann explained, as of today, there are no limits on youth (U22) sport or on high performance. Adults only, the maximum allowed is 50 which includes officials, volunteers, and coaches within the field of play at one time. If there is a combination of ages, the limit is also 50.
 - ii. Competition tomorrow will keep to sectioned areas: track will be one area of 50, high jump another area of 50, and the grandstand another area of 50.
- b. viaSport notification of the Annual (Core) Funding Agreement
 - i. Brian noted received notification of the core funding for 2021-2022, same as last year and will be provided quarterly through viaSport, versus previous 50% provided upfront.

9. Reports:

- a. Chair of the Board of Directors – Greg White
 - i. Verbal Report provided
 - 1. No Items of Note
- b. Vice Chair of the Board of Directors – Jim Hinze
 - i. Verbal Report provided
 - 1. No Items of Note
- c. Directors Reports:
 - i. Zone Directors
 - 1. Zones 1 & 2 – Barb Drake
 - a. No Report provided
 - 2. Zones 3, 4 & 5 – Jasmine Gill/Jacob Emerson
 - a. Verbal Report provided
 - i. No Items of Note
 - ii. Question was asked about Bear Creek Facility – Jasmine noted there are some meetings being held about the design but the start date of the renovation is unknown. North Delta tracks should be ready to use soon.
 - iii. Question – Is a track facility being built at 33rd and Oak? Brian noted it's likely an upgrading or resurfacing of Eric Hamber School. Hamber also has other construction planned for that area. Greg noted their building a new school at the existing track and when the old school comes down, they will move the track. It's a multi year project.
 - 3. Zone 6 – Darren Willis
 - a. No Report provided

4. Zones 7 & 8 – Cathy Johnson
 - a. Verbal Report provided
 - i. Potential Junior Development Championship but need to confirm manpower.
 - ii. Getting ready for Summer Games.
- ii. Athlete Directors
 1. Rebecca Dutchak
 - a. Verbal Report provided
 - i. Hopeful for university teams being able to compete next season as universities looking to resume in person classes as of the fall.
 - ii. Also wished to follow up on recognizing the BC Athletes moving on to compete on a university team. Brian noted the intention was to proceed but not sure if a call out was done, but will need the names of the high school students moving on to university. Sabrina noted she plans to put out call next week and recognize the athletes the following week.
 2. Nathan Riech
 - a. No Report provided
- d. Finance Report – Ota Hally & Staff
 - i. Financial Statement Summary – Year End March 31, 2021– Circulated
 1. Items of Note
 - a. Ended the year with cash equivalent of \$578,000. Good position to be in. Good liquidity.
 - b. Mid June cash balance is approx \$430,000. Remaining quite robust.
 - ii. Balance Sheet – Year End March 31, 2021 – Circulated
 1. Items of Note
 - a. Ended the year with revenues of \$1,000,000 and expenses of \$855,000, so a surplus of just over \$100,000 which is not too far off budget. Budgeted a surplus of \$146,000, with \$963,000 revenue and \$816,000 expenses.
 - b. Financial assistance from the government reported as revenue and expenses are gross and may account for the presentation differences. Surplus is slightly larger than budgeted but not that different.
 - c. Healthy operating revenue and expenses.
 - d. Salary for the wage recorded to offset the expense line for staffing. Wage support really helped given loss in membership revenue and program revenues.
 - iii. Year End Audit Financial Statement and Letter to the Board of Directors – Circulated

1. Ota noted the auditors have nothing unusual to report as they didn't find any abnormalities. The auditors completed a fraud discussion with management and considered COVID. Everything looks normal, with no material disagreements with management. Looked at internal controls and reported nothing unusual was found.
 2. Question – How do we compare to other PSOs on cash reserves and across Canada? Ota noted he has not looked at the financial statements of other PSOs. Brian noted there are surpluses in most of the PSOs. Discussed with viaSport with regard to core funding and it's understood, by viaSport and Gaming, that there will be positive balances and they confirm they are okay with that.
 3. Question - Membership fees were approx 50% of previous years? Ota confirmed that is correct.
 4. Important discussion needed with Gerry Dragomuir and the finance committee to look at how the surplus is managed, the unrestricted cash available. Some deferred revenues targeted to some programs but still some unrestricted cash. Need to discuss how to best manage, especially not knowing there will be equal core funding for next year (2022-2023) and what gaming might be able to provide.
 5. Meetings with viaSport to discuss core funding. Government action plan is to see the PSOs have a cash reserve in place given provincial government debt from the pandemic. Need reserve as an option to draw on as needed.
 6. **Motion to approve the 2020 – 2021 Audited Financial Statement – O. Hally/M. Wong – Passed**
 7. Current budget – draft status with operating budget to come to the Board, to be approved for the 2021/2022 year, at the July meeting (to be scheduled) when there's a better sense of membership revenue and gaming provisions.
 8. Will unveil the 2022/2023 budget at the AGM which will be presented as a draft for membership approval, to become the draft operating budget.
- e. Administration & Planning – Marcus Wong/Brian McCaldar
- i. 2021 BC Athletics AGM August 21, 2021
 1. Update provided as part of Membership Report
 2. Confirmed AGM will be held as a virtual event.
 - ii. Strategic Plan update
 1. Draft BC Athletics Strategic Plan 2022 – 2024 – Circulated
 - a. Marcus shared and walked through the Draft BC Athletics Strat Plan 2022 – 2024 at the meeting.
 - i. Created based on past and present pillars.
 - ii. Whomever owns the objective, staff fills in the tasks and the responsible leads, metrics and deadline.

- b. The Club was adamant about using Athletics Canada in their name and would not divide into two separate clubs. So they have asked that the club application be removed and the fees paid for the club membership and for their members who signed up as Unattached be refunded.
 - i. It was noted that one coach may still be coaching with another club. Sam noted she was asked to cancel so she will cancel the membership. The coach can sign up for a new coach membership under the other club.
 - ii. It was noted that the Rule of BC Athletics is that memberships are not refundable. So the club will not join and the individuals will not participate in anything.
 - iii. **Motion to accept the cancellation under extenuating circumstances – G. White/M. Wong – Passed**
- c. 2021 BC Athletics AGM
 - i. 2021 AGM page is now on the BC Athletics website and will be updated as information is made available.
 - ii. Call for Resolutions and Nominations to the Board went out the week of May 10th
 - iii. The following board positions are up for election this year. Sam asked for the Directors to let her and Greg White know if they are standing for re-election and provide a short bio.
 - 1. Director Administration & Planning (Marcus Wong)
 - 2. Director Events and Promotions (Jordan Myers)
 - 3. Director Zones 1 & 2 (Barb Drake)
 - 4. Director Zones 3,4 & 5 (Jasmine Gill)
 - 5. Director Zones 6 (Darren Willis)
 - ii. Approval of Individual Memberships – Circulated
 - 1. **Motion to approve the list of individual memberships received from March 9, 2021 to June 9, 2021 as provided – J. Myers/M. Wong – Passed**
 - iii. Approval of Club Memberships – Circulated
 - 1. **Motion to approve the Callaghan Valley Sport & Cultural Society, South Fraser Track & Field Club, Comox Valley Cougars, and the Rupert Runners, pending completion of all requirements – J. Hinze/J. Emerson – Passed.**
 - 2. **Motion to approve the new club membership for Black Jack RC2, which is complete (meeting all requirements) – J. Gill/M. Wong – Passed.**
- g. Marketing & Communications – Newton Hoang/Brian McCalder/Clif Cunningham
 - i. BC Athletics Newsletter – Clif noted the newsletter is going out monthly. There are approximately 8000 subscribers. If anyone has questions or stories to cover, please contact staff.

1. Clarification on the number of subscribers exceeding the number of members. Clif confirmed this was correct as a number of MLAs and community officials have been added.
- ii. Communication review and feedback
 1. Nothing new to report
- 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
 - i. Items of Note
 1. JD Committee met May long weekend.
Recommended
 2. Junior Development Committee – Darren Willis, Director Liaison
 - a. No Written Report circulated
 - i. Junior Development Championships – 2021 Track & Field and Pentathlon – Committee recommendation to cancel
 - ii. Junior Development Alternative Challenge – Committee proposal to allow Training members + DOE fee to compete in only the 2021 Track & Field Challenge.
 1. It was noted that they are looking to host regional challenge events this year. No formal or official championships. But events would occur July and the current BC Athletics policy is that only competitive members can participate in full club meets past the school year. Majority of JD members have training memberships.
 2. Darren read an email from Dawn Copping, JD Committee Chair.
 3. Jacob asked if there was any concern with insurance coverage and Brian noted there was no issue.
 - iii. Junior Development Annual Awards – Committee recommendation to cancel the 2021 Awards
 1. JD athletes have to participate in at least 3 meets but has not been possible with COVID.
 - iv. **Motion to approve cancelling the Junior Development 2021 Track & Field Pentathlon, approve cancelling the Junior Development 2021 Annual Awards, and approve allowing training members to compete in the 2021 Track & Field Challenge – G. White/J. Hinze – Passed**

- v. Junior Development Rule Variations – Committee recommendation to adopt the Rule Changes as presented – Junior Development Committee JDWA Differences Document circulated
 - 1. Sabrina noted the presented changes cleans up the existing wording.
 - 2. Will be posted on the website to help clubs to run meets and championships.
 - 3. Brian noted the staff reviewed the proposed changes and are in support of. Brings the wording in line with the competition rules in the latest World Athletics rules.
 - 4. It was noted that the Board can approve rules, which will be presented to the membership as Actions of the Board, that they will then approve at the AGM.
 - 5. Motion to approve the Junior Development Rule Variations as presented – G. White/J. Hinze – Passed**

iii. Track & Field – U16 to Senior – Megann VanderVliet

- 1. Written Report circulated
 - a. Items of Note
 - i. BC Athletics funding athletes to Olympics and athletes are grateful for support. Everyone who received an invitation will receive support from BC Athletics. Sending three team event coaches. Coaches were already planning to go with the athletes and now have agreed to go as team coaches.

iv. Para Athletics – Katie Miyazaki

- 1. Written Report circulated
 - a. No Items of Note
 - b. Brian noted it's a big task to pull together all various pieces of information, to put into a good manual, that's simple and easy for clubs to use and apply to increase accessibility and para athletes.

v. Road and Cross Country – Clif Cunningham

- 1. Written Report circulated
 - a. Items of Note
 - i. Ongoing weekly challenges with the health orders
 - ii. Race Directors Seminars, in replacement of in-person Race Directors Conference. Two sessions were held online with good attendance.
 - iii. Working with regional series on viaSport League Series Grants.

- vi. Masters – Track & Field/Road Running/Cross Country Running – Jim Hinze, Director Liaison
 - 1. No Report provided
 - a. Masters Committee have not been meeting but hopefully will soon.
 - 2. 2021 BC Masters Track & Field Championships scheduled for August 21 – 22, Bear Creek Park, Surrey
 - a. Two weeks before propose hosting the combined events as well as a pentathlon.
- vii. Officials – Jasmine Gill, Director Liaison/Brian Thomson, Chair
 - 1. Officials Committee Status Report Circulated
 - a. Items of Note
 - i. Had a meeting on the 14th. A lot of talk about revenue and how to increase. Considering increasing the officials membership fee given all \$15 goes to Athletics Canada. Don't want to do a membership increase so proposing for 2023 and propose all the money goes to the officials for their expenditures. Need more workshops and training. Looking for direction from the Board as to how much the fees should be increased. May be putting forth a motion at AGM.
 - ii. Greg noted Membership to approve and will look to the officials committee supporting the resolution.
 - iii. Brian noted a \$10-15 increase was noted in the committee meeting minutes. Board would need to take to the AGM. Report included schedules for various officials initiatives and that could be done at the Board level.
 - iv. Discussion as some clubs pay for the officials. May end up being a lot if they have a lot of officials. Don't know what response will be like. Officials that will be unattached may not be in favour of the increase.
- viii. Coaching – Jennifer Brown
 - 1. Written Report circulated
 - a. No Items of Note
 - b. Brian noted Jen is doing a lot online and engaged with Athletics Canada on Performance Coach (old level 3 program). Working with Sabrina on introductory programs and using summer staff posting to social media and website. Also collaborating with Sabrina and Megann on the mentorship program. Athletics Canada is working on at a national level and the other branches are working on as well. Funding received to support mentorship program and looking to open up to coaching.
- ix. Performance Hubs/Programs – Brian McCaldler

1. BC Sprints/Hurdles Project – Brian McCalder
 - a. No Items of Note
 2. BC Throws Project – Brian McCalder
 - a. No Items of Note
 3. BC Endurance Project – Richard Lee
 - a. Written Report Circulated
 - i. Items of Note
 1. Brian noted there were a number of personal best performances, though the most impressive was the Olympic Standard for Luc Bruchet at the Harry Jerome.
- j. Athletics Canada Update – Greg White & Staff
 - i. Athletics Canada
 1. Athletics Canada and the Branches are proactive for giving trial opportunities to athletes trying to qualify.
 2. Montreal events were not allowed and reached out to province for team selection and were able to get the event.
 - ii. Sport BC
 1. Seen a trend where Sport BC has increased advocacy role in trying to reach out. Probably will see more initiatives from the Board.

10. New Business

- a. Officials Annual Awards – Updating of Criteria
 - i. Nomination Criteria for Officials of the Year Awards – Circulated
 1. Update to existing criteria as changes needed to be done. Rational on changes provided in draft document.
 2. Per Brian Thomsen, no changes proposed for Hall of Fame. Criteria from BC Athletics to be retained.
 3. Brian noted the staff support the changes, as proposed.
 - a. **Motion to approve the nomination criteria for the Officials Of the Year Awards as proposed – M. Wong/O. Haly – Passed**
- b. Officials Development Proposal for staff support – BC Athletics Staffing Proposal Circulated (including funding proposal and draft job responsibilities)
 - i. It was noted that the proposal is a staff report and Brian noted he worked on it with Brian Thomsen.
 - ii. It was noted that it was only a proposal and not an AGM at this point. Feel important to continue to push and will run by the Officials Committee one more time. Just BC championships, adding a surcharge. Looking for feedback. If taken to the AGM as a resolution, will have it begin in 2022.
 1. There was no feedback from the Board and no one noted opposition to the proposal.
 2. It was agreed to move ahead with the Officials Committee and to a possible resolution to the membership.

11. Scheduled Board Meeting Dates

- a. Operating Budget Meeting – Date still to be determined

- i. Target time period between July 1 to July 30. Pending gaming grant and membership revenue estimates.
 - b. Regular Meeting – Thursday, August 5, 2021 from 7:00 – 8:30pm by video conference.
- 12. **BC Athletics AGM** – The BC Athletics AGM will be held on Saturday, August 21, 2021 from 10:00am to 1:00pm by video conference.
- 13. **Summary – Greg White**
 - a. Reminder to reach out to Greg and Sam on interest to stand for Directors position within the next week.
 - b. Clif noted the carnival tomorrow will be live streamed for free. Link has been shared on social media and the website.
- 14. **Motion to Adjourn – J. Hinze/M. Wong – Passed.** Meeting was adjourned at 8:28pm.

Director Signature _____

Director Signature _____