

## **MEETING MINUTES**

### **1. Call to Order**

The meeting convened at 6:40 pm. The board was all in attendance. The minimum 1/3 of members were in attendance and quorum was declared. Chair called the meeting to order. Chair thanked everyone for attending. She also appointed Christine Wong as secretary. Chair went over the voting rules: Full members are represented by a voting delegate; no member may have more than one vote; each director received one vote except for election of directors; and should there be a tie, the chair will also receive one vote.

### **2. Adoption of Agenda**

**MOTION:** *To adopt the agenda as presented.*

**MOVED:** Olav Naas, BC Deaf Sports

**SECONDED:** Wayne Hatt, Bowls BC

**CARRIED**

### **3. Approval of Minutes of 2016 AGM**

**MOTION:** *To approve the minutes of the 2016 Annual General Meeting as circulated.*

**MOVED:** Brian Forrester, Gymnastics BC

**SECONDED:** Scott Braley, Curl BC

**CARRIED**

### **4. Chair's Remarks**

Chair provided comments on the success of the Athlete of the Year Awards event, positive future of SBC Insurance who sold their share of AllSport Insurance and addition of Account Executive, Perry Solkowski. Dillen acknowledged the Sport BC, KidSport BC and SBC Insurance staff for their work and dedication.

### **5. CEO's Remarks**

CEO, Rob Newman, introduced Sport BC, KidSport and SBC Insurance staff in addition to positive remarks made of the limited capacity of the Sport BC staff. He also introduced the Board of Directors and thanked them for their support. CEO gave an overview of the expansion of SBC Insurance including staff and marketing strategies. CEO also gave the 2017 highlights overview of the programs and services. Remarks were made of positive relationship building with ViaSport regarding upcoming initiatives.

### **6. Standing Committee Reports**

#### **Governance Committee Report**

Chair (Dillen) introduced the Governance Committee lead by Chair, Greg White. Board member, Greg White recognized Sheila Bouman of ViaSport in attendance of the Sport BC AGM. White provided background on the work of the committee and the small Board of Directors to be very effective. He reported that the board of directors met 8 times formally over the 2016-2017 year and the minutes of all meetings have been posted to the website. White updated the membership of the Special General

Meeting held on Tuesday, February 28 at Fortius Sport & Health where the decision on the sale of share in AllSport was made. White advised the membership that the committee will continue to work on the gaps in membership affiliates, transitioning into the New Society Act and, size of board and terms.

**MOTION:** *The membership accepts the base membership fee for full members will remain the same in 2017 – 2018.*

**MOVED:** Wayne Hatt, Bowls BC  
**SECONDED:** Dawn McGuire-Reeves, Badminton BC **CARRIED**

**MOTION:** *The membership accepts the Governance Committee Report as presented.*

**MOVED:** Brian Forrester, BC Athletics  
**SECONDED:** Krista Gerlich-Fitzpatrick, BC Cheerleading **CARRIED**

#### **Finance & Audit Committee Report**

Chair of Finance & Audit Committee, Michael Berkeley introduced the committee, Blair Lowther and Mario Ramos. Chair presented the committee's report to the membership. Chair advised that KPMG was engaged to perform the field work and provided a clean audit. He gave an overview of the consolidated financial statements ending March 31, 2017 that included the results from the Americas Masters Games, SBC Insurance sale of share and overall Sport BC results. The total cash proceeds from the sale of share totaled \$2.7 million with the possibility of additional funds if conditions are met.

Berkeley advised that CEO presented the budget to the finance & audit committee in late February. The final budget was approved by the board on April 4. It was reported that there is no budget for the investment portfolio in order to give the investment an opportunity to grow.

**MOTION:** *That the audited consolidated financial statements for the year ended March 31, 2017 be accepted.*

**MOVED:** Lawrie Johns, Basketball BC  
**SECONDED:** Chris Desmore, Volleyball BC **CARRIED**

**MOTION:** *That KPMG LLP, or other auditors as approved by the Board of Directors, be appointed to perform an audit of Sport BC for the year 2017/2018 and that the Board of Directors be empowered to set the remuneration.*

**MOVED:** Wayne Hatt, Bowls BC  
**SECONDED:** Olav Naas, BC Deaf Sports **CARRIED**

**MOTION:** *That the Finance & Audit Committee Report be accepted as presented.*

**MOVED:** Mark Saunders, Field Hockey BC  
**SECONDED:** Annabel Kehoe, BC Rugby Union **CARRIED**

## 7. Ad-Hoc Committees

### Athlete of the Year Awards Committee Report

The Chair of the committee, Carey Dillen gave remarks on the success of the 2017 Athlete of the Year Awards. She recognized the committee made up of Rochelle Winterton (BC Lacrosse), Sue Griffin (SFU Athletics), Jordan Abney (BC School Sports), Rob Newman and Christine Wong. She also recognized the Chair of the Selection Committee, Bernie Pascall for time and dedication to serving the committee. Dillen also advised the membership that there will be changes to the nominations process for the 2018 Athlete of the Year Awards with the help of Gary Kingston.

**MOTION:** *The membership accepts the Athlete of the Year Committee Report as presented.*

**MOVED:** Olav Naas, BC Deaf Sports

**SECONDED:** Erin Waugh, Cycling BC

**CARRIED**

### Investment Committee

The Chair of the committee, Heather Holden presented the report and provided an update to the membership of the process to determine an investment manager. Holden advised the membership that the committee had gone through a series of steps including a debated investment approach, drafted an investment policy statement, agreed upon five candidate investment management firms, invited 5 candidates to respond to RFP, evaluated submissions, interview of 3 short-listed candidates, approved recommendation of Mawer as investment manager and next steps of finalization.

**MOTION:** *The membership accepts the Investment Committee Report as presented.*

**MOVED:** Brian Forrester, Gymnastics BC

**SECONDED:** Annabel Kehoe, BC Rugby Union

**CARRIED**

## 8. 2017 AGM Date

The date for next AGM is Monday, May 29, 2017.

## 9. Election of Directors

Chair of the Board – Carey Dillen introduced Blair Lowther of the Governance Committee to provide the membership an overview of the election process.

**MOTION:** To accept Blair Lowther as election chairperson for this election.

**MOVED:** Erin Waugh, Cycling BC

**SECONDED:** Dawn McGuire-Reeves, Badminton

**CARRIED**

Lowther advised the membership that there were two vacant positions for two-year terms. He acknowledged that there were two individuals who agreed to stand for the positions, Greg White and

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**6:15 pm – 8:30 pm**



Lisa Kwiatkowski. Both candidates accepted that their name stand for the vacant positions. Lowther announced the elected representatives by acclamation to the Board of Sport BC are Greg White and Lisa Kwiatkowski. Dillen congratulated the newly elected Directors and acknowledged the Nominations Committee and Blair for Chairing the Committee. The announcement of the Board of Directors for 2017 -2018 was made and is made up of:

<i>Chair</i>	Carey Dillen
<i>Vice-Chair</i>	Heather Holden
<i>Director-at-Large</i>	Blair Lowther
<i>Director-at-Large</i>	Michael Berkeley
<i>Director-at-Large</i>	Greg White
<i>Director-at-Large</i>	Lisa Kwiatkowski

#### **10. Director Service Recognition**

Dillen acknowledged and thanked Debbie Pyne for her service to the Sport BC Board of Directors for two-terms. Flowers and wine were presented to Debbie as gifts.

#### **11. Motion to Adjourn**

The Chair expressed her thanks to the staff and Board of Directors for Sport BC for their efforts during the year and thanked everyone for attending the meeting.

**MOTION:** To adjourn the 2017 Annual General Meeting.

**MOVED:** Wayne Hatt, Bowls BC  
**SECONDED:** Erin Waugh, Cycling BC

**CARRIED**

The meeting concluded at 7:40 pm.

**APPENDIX 1**

2017 Sport BC Annual General Meeting – VOTING & NON-VOTING Attendees List

**VOTING MEMBERS**

	<b>Last Name</b>	<b>First Name</b>	<b>Title</b>	<b>Organization</b>
1	Baker	David	Director	BC Soaring Society
2	Benson	Rick	Executive Director	Softball BC
3	Berry	John	President	Baseball BC
4	Braley	Scott	Executive Director	Curl BC
5	Brown	Rob	Designate	BC Soccer
6	Densmore	Chris	Executive Director	Volleyball BC
7	Forrester	Brian	Executive Director	Gymnastics BC
8	Gerlich-Fitzgerald	Krista	President	BC Cheerleading
9	Hamamoto	Gail	Executive Director	BC Wheelchair Sports
10	Hatt	Wayne	President	Bowls BC
11	Johns	Lawrie	Executive Director	Basketball BC
12	Kehoe	Annabel	Executive Director	BC Rugby
13	Keith	Jennifer	Executive Director	Synchro BC
14	McCalder	Brian	Executive Director	BC Athletics
15	McDonald	Jayne	Executive Director	BC Diving
16	McGuire-Reeves	Dawn	President	Badminton BC
17	Naas	Olav	President	BC Deaf Sports
18	Saunders	Mark	Executive Director	Field Hockey BC
19	Schina	Sonia	Executive Director	BC Archery
20	Waugh	Erin	Executive Director	Cycling BC
21	Wilkinson	Susan	Chair	Rowing BC

**NON- VOTING LIST**

	<b>Last Name</b>	<b>First Name</b>	<b>Title</b>	<b>Organization</b>
1	Campbell	Katherine	President	Gymnastics BC
2	Fee	David	President	BC Soaring Society
3	Fitzpatrick	Jennifer	Executive Director	Rowing BC
4	Gardner	Penny	Executive Director	Badminton BC
5	Joncas	Robert	Executive Director	SportMed BC
6	Kopelow	Bryna		ProMotion Plus & JW Sporta
7	Mann	Kelly	President & CEO	BC Games Society
8	Rudnisky	Stephanie	Manager, Youth Programs	Basketball BC

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**APPENDIX 2**

2016 Sport BC Annual General Meeting –Guest, Board Member and Staff Attendees List

**GUEST LIST**

	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>
1	Ko	Linda	Preferred Interpreters
2	Kwiatkowski	Lisa	Motivate Canada
3	Mills	John	Richmond Oval
4	Mortenson	Andi	EPIC Design
5	Sherrah	Don	EPIC Design
6	Szabo	Brian	KPMG
7	Woodsmith	Silas	Preferred Interpreters

**BOARD OF DIRECTORS LIST**

	<b>Last Name</b>	<b>First Name</b>	<b>Position</b>
1	Dillen	Carey	Chair
2	Holden	Heather	Vice-Chair
3	White	Greg	Director
4	Lowther	Blair	Director
5	Berkeley	Michael	Director
6	Pyne	Debbie	Director

**STAFF LIST**

	<b>Last Name</b>	<b>First Name</b>	<b>Position</b>
1	Newman	Rob	President & CEO
2	Wong	Christine	Executive Assistant
3	Bastow	Jocelyn	Manager, Financial Services
4	Mo	Helen	Payroll & Benefits
5	Heinrichs	Guilherme	Financial Coordinator
6	Quevillon	Pete	Director, KidSport BC
7	Culley	Thea	Manager, KidSport BC
8	Catalan	Pedro	General Manager, SBC Insurance
9	Cheung	Cameron	Assistant Manager, SBC Insurance
10	Shahi	Shradha	Accountant/Customer Representative
11	Fong	Ryan	Commercial Lines Processor
12	Solkowski	Perry	Account Executive