

**Sport BC Board of Directors Meeting
Wednesday, January 25, 2012
Room 160, FIRSTAR Sport Centre
4:30 pm to 8:00 pm**

MEETING MINUTES

Participants: Larry Harper (Chair), Kimberly Gilhooly, Carey Dillen, Irene Schell, Twyla Ryan, Bjorn Osieck, Brock Turner, Bernie Asbell, Tim Gayda, Sharon Roode

Via Phone: Stu Ballantyne, L. John Alexander, Heather Turner

Regrets: Jack Miller

1. Call to Order

The meeting was called to order at 4:30 pm.

2. Approval of Agenda

MOTION:

CARRIED that the agenda be approved as distributed.

Moved: Irene Schell Seconded: Twyla Ryan

3. Approval of Minutes of November 18, 2011

MOTION:

CARRIED that the Minutes of November 18, 2011 be approved as circulated.

Moved: Brock Turner Seconded: Twyla Ryan

4. In Camera

The meeting moved to an In-Camera session at 4:40 pm. The board meeting resumed at 5:50 pm.

5. Transition Team Reporting & Update – Kimberly Gilhooly

- Kimberly Gilhooly noted it was evident at the PSO quarterly meeting that PSOs should be engaged in the self-assessment process. The online Survey was completed by 22 PSOs with good feedback provided.
- Cheryl Stafford, HR Consultant, was contracted to assist with the process for crafting termination letters and severance packages for outgoing staff.
- As the transition process for staff nears its end following the departure of the CEO, discussion focused on changing Kimberly's title to Operations Director, as she brings further assistance to staff during the next three months. This would provide more clarity for reporting internally and communicating externally. Kimberly will continue to be the staff contact, while Larry will

continue in the external contact role. The information will be communicated to the membership.

6. Executive Committee Minutes

The Executive Committee minutes of January 11, 2012 were provided to the board for information only. Irene Schell advised that board member Patrick Chénier has resigned from the board.

MOTION

CARRIED that the board of directors accepted the resignation of Patrick Chénier.

Moved: Irene Schell Seconded: Twyla Ryan

7. Events – Carey Summerfelt

Community Sport Hero Awards (CSHA)

Carey Summerfelt advised that sponsor, Teck, chose the communities who will be hosting the CSHA, and have committed to a flat fee of \$35K per year. Communication of the events was provided to the appropriate corporate contacts. *The board of directors confirmed their decision to continue with these events.*

President's Awards

The President's Awards are scheduled for the evening of Thursday, March 8th. There will be 42 recipients at this year's event. *Carey advised that the board will need to determine who runs this event going forward.*

Athlete of the Year

The Athlete of the Year event is also scheduled for the evening of Thursday, March 8th, following the President's Awards. Information regarding the roles and responsibilities of the board will be distributed in advance of the event. The Minister has been confirmed to attend. *The board was advised that a decision will need to be made on who will run this event going forward.*

Darryl Thompson Award

MOTION:

CARRIED that the board nominate Kathy Newman as the recipient of this year's Darryl Thompson Award.

Moved: Bjorn Osieck Seconded: Carey Dillen

Carey Summerfelt will work with Kimberly Gilhooly on the "Run of Show" script for AOY.

BC Ferries Sport Experience Program and KidSport BC

Discussion regarding the manpower required to run these activities will go through Kimberly Gilhooly, as Carey Summerfelt's contractual obligations end in April, 2012.

8. KidSport BC

Pete Quevillon provided a brief update to the board, noting that the activities of KidSport BC are on track to meet all their targets. The only outstanding item was the year-end reporting out. There has been an increase of approximately 20% (6000 kids) involved in this program, with an estimated \$1.5M allocated to the sport system this year. The same level of funding is anticipated next year. The strategic planning process will be underway soon, with the goal of a more self-sustaining, balanced portfolio moving forward. The first annual KidSport recognition event was held recently to thank sponsors and key supporters of this program.

KidSport Canada

The new board of Directors held their first meeting in November 2011, comprised of members of the CCPTSF. A finance and audit committee meeting was also held in January 2012. Four of the provincial board members have taken on the sponsorship role in the absence of a CEO, with significant sponsorship commitments confirmed. LIFT has committed to covering the cost of services for strategic planning based on the governance and internal changes accomplished going forward.

Transfer of Marks

All steps have been completed as requested by the Sport BC board of directors, as well as legal counsel engaged, in order to transfer the marks to KidSport Canada. A 4-year payback plan of \$80K was agreed to with 2 equal payments to be made twice a year until the debt is paid. KidSport Canada would also absorb the cost for the transfer of the marks.

MOTION:

CARRIED that the board agrees to approve the KidSport Canada Transfer of Marks agreement with the addition of a clause specifying the “best effort” payback if they can afford it.

Moved: Heather Turner Seconded: Twyla Ryan

Kam Loodu is working with the Finance and Audit committee to determine rent and other amounts owing of approximately \$9K dating back to July, 2011, as well as the cost of assistance provided. Discussion and approval to continue support of services to KSC will take place at the next Finance and Audit committee meeting.

The Sport BC board confirmed that Tim Gayda will provide introductions for Stu Ballantyne to the KidSport Canada board, and then turn the Director position over to him going forward.

9. Finance and Audit Committee Report – Kam Loodu

Kam Loodu provided a brief review of the financial reporting out document, which was distributed to the board. The main impact to the current financial situation of the association is the settlement with BCIT and the cost of severance payments due to termination of several staff members.

ACTION ITEM: The board requested a copy of the fully executed BCIT settlement agreement. Kam Loodu will provide this upon receipt of the final copy from BCIT.

2013 Budget

The 2013 Budget is currently being drafted for review at the Finance and Audit committee meeting scheduled for February 21st.

Signing Authority Matrix

A copy of the revised “Signing Authority Matrix” was provided to the board. It was confirmed that Carey Dillen, Larry Harper, Kimberly Gilhooly and Kam Loodu are currently the authorized signing officers.

10. Management Report – Tim Gayda

Draft #3 of the Self Assessment document was distributed to 64 PSOs, with 2 responses received. 75% were in agreement with the three main themes to centralize events, communications and to take on capacity building of the PSOs, as well as continuing to have a collective voice for the PSOs. The board was in agreement that Draft #3 would be the final copy of the assessment to be sent to the Agency by the deadline date of Friday, January 29th.

11. New Sport Agency

Tim Gayda advised that the Task Team review meetings are scheduled for the week of March 12 to 16, with the final report due to come out in mid-April. MSO and PSO representative will complement the core task team.

12. Strategic Planning

The board of directors agreed to hold a “facilitated” strategic planning session on Saturday, March 10th. A board meeting is scheduled for Friday, March 9th. Final details will be distributed to the board in advance of the meetings. As Transition Director, Kimberly Gilhooly will assist with hiring a consultant to facilitate the strategic planning session.

13. Insurance

MOTION:

CARRIED that the board approved the removal of Tim Gayda and George Heller from the board of All Sport Insurance, and appoint Rob Newman and Carey Dillen as the new directors to the All Sport Insurance board.

Moved: Carey Dillen Seconded: Brock Turner

MOTION:

CARRIED that the board approved the removal of Tim Gayda, Ajay Patel and Ian Gregory from the board of SBC Insurance, and appoint Rob Newman and Carey Dillen as directors to the board of SBC Insurance.

Moved: Carey Dillen Seconded: Brock Turner

MOTION:

CARRIED that the board of directors approve the hiring of Rob Newman as CEO of SBC Insurance.

Moved: Carey Dillen Seconded: Brock Turner

Carey Dillen and Kimberly Gilhooly will execute the contract to hire Rob Newman.

14. Adjournment

The meeting adjourned at 8:40 pm.