

**Board of Directors Meeting  
MINUTES**

HELD: Tuesday, April 4, 2017

LOCATION: PavCo Boardroom

PRESENT: Carey Dillen, Chair Heather Holden, Vice-Chair  
Greg White Debbie Pyne  
Blair Lowther Michael Berkeley

ALSO PRESENT: Rob Newman, President & CEO  
Christine Wong (Minutes)

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**Call to Order**

*Chair called the meeting to order at 5:05 pm*

**Adoption of Agenda of April 4, 2016 meeting**

*It was moved by White, seconded by Berkeley* *Carried*

**Adoption of Agenda of January 18, 2017 meeting**

*It was moved by Lowther, seconded by Pyne* *Carried*

**Approval of Minutes of January 25, 2017 meeting**

*It was moved by Berkeley, seconded by Lowther* *Carried*

1. CEO Report

CEO gave an overview of programs and services. SBC Insurance to receive original accounts that were withheld from All Sport Insurance in 2016. The All Sport Insurance transaction has been approved and completed, funds to be deposited into Sport BC account. CEO gave the Americas Masters Games financials update advising the Board that the Stakeholders (City of Vancouver, PavCo, Tourism Vancouver, Vancouver Hotel Destination Association) will be covering the cost of the event shortfall. National Sport Trust Fund is down 59%, largely due to BC Alpine's suspension, but will increase once they can re-apply for project grants. The National Sport Trust Fund approved of the project the BC Games Society initiative launching the "Powering Potential Fund" in January 2017. CEO discussed potential opportunity to host a volunteer recognition event in partnership with BC Games Society. CEO and Chair are to meet with the ViaSport CEO and Chair to discuss future in building a positive relationship. CEO advised the Board of discussions with Margo Ross (Sport Branch), of building sustainability in sport in addition to potential sponsorship opportunities with Sport BC through the positive relationship with the Provincial Government. Athlete of the Year post-event discussion regarding a future nominations committee initiative to be lead by Gary Kingston and Judy Joseph-Black.

2. Committee Updates

a. Governance Committee Report

White (Chair, Governance) gave an overview of the committee's meeting minutes and terms of reference for the nominations committee. The Board discussed future protocol

of the governance committee to create a competency matrix and form a sub-committee as the nominations committee when recruiting potential board members.

**Motion:** To accept the Governance Committee report as presented.

*Moved by Pyne, seconded by Holden* *Carried*

b. Investment Committee Report

Holden (Chair, Investment) gave an update of the committee and has confirmed the potential fund managers for the incoming funds. The letter of Expression of Interest will be finalized and sent from the Sport BC President & CEO.

**Motion:** To accept the Investment Committee report as presented.

*Moved by Pyne, seconded by Lowther* *Carried*

c. Finance & Audit Committee Report

Berkeley (Chair, Finance & Audit) gave an overview of discussions at committee meetings and the budget for 2017 – 2018. The Board discussed allocation of SBC Insurance funds in order to build a positive sales approach for the upcoming year. The Board suggested creating a draft business plan for SBC Insurance for future growth and capital.

**Motion:** To approve budget as adjusted for SBC Insurance revenue for 2017 – 2018

*Moved by Lowther, seconded by Holden* *Carried*

**Motion:** To approve of the allocation of \$300k into a restricted fund requiring board approval for distribution of funds.

*Moved by Pyne, seconded by White* *Carried*

**Motion:** To approve the allocation of \$100k from the \$300k restricted fund for investment in SBC Insurance at the CEO's discretion.

*Moved by Holden, seconded by Berkeley* *Carried*

3. Other Business

a. HR/CEO Performance Review Committee

**Motion:** To approve of the Board to go in-camera at 7:13 pm.

*Moved by Holden, seconded by White* *Carried*

**Motion:** To approve of the Board to go out of camera at 7:30 pm.

*Moved by Pyne, seconded by White* *Carried*

**Motion:** To approve of the HR CEO Performance Review Committee report as presented including the five recommendations.

*Moved by Pyne, seconded by White* *Carried*

**Motion:** To accept the amendment to recommendation #5, from “That the Sport BC Board enter into discussion with the SBC Insurance Board members to create one employment contract for the President/CEO to: “That the Sport BC Board enter into discussion and get approval from the SBC Insurance Board members to create one employment contract for the President/CEO.”

*Moved by Pyne, seconded by Dillen*

*Carried*

### **Adjournment**

**Motion:** The Board of Directors approves the adjournment of the April 4, 2017 Board meeting at 7:32 pm.

*It was moved by Berkeley, seconded by Holden.*

*Carried*