

Participants: Larry Harper (Chair), Carey Dillen, Twyla Ryan, Kimberly Gilhooly, Irene Schell, Heather Turner, Stu Ballantyne, Brock Turner, Bjorn Osieck, L. John Alexander, Sharon Roode

Regrets: Bernie Asbell, Jack Miller

1. Call To Order

The meeting was called to order at 8:15 am.

2. Approval of Agenda

CARRIED that the agenda be approved with the following amendments:

- 1) To add a Motion required under "Insurance".
- 2) To add a discussion item under "New Business" to address a letter Larry Harper received from Michelle Mungall, MLA for Nelson-Creston with regard to the issue of mandatory helmet use legislation in British Columbia.
- 3) To add discussion about KidSport Canada under "New Business".

Moved: Heather Turner

Seconded: Kimberly Gilhooly

3. Approval of Minutes

CARRIED that the Minutes of the January 25, 2012 board meeting be approved as circulated.

Moved: Heather Turner

Seconded: Twyla Ryan

4. In Camera – Session One

The board moved to an In Camera meeting at 8:45 am. Sharon Roode exited the meeting at this time. The full board meeting resumed again at 9:00 am, at which time Sharon Roode rejoined the session.

5. Finance and Audit Committee – Carey Dillen

Board members were provided with a Draft of the 2013 Budget for review. The budget will need to be approved by the Board of Directors at the May board meeting, in advance of presentation and approval by the membership at the June 2nd Annual General Meeting. A suggestion was made to reduce the number of travel related board meetings per year from five down to three, to save on board budget expenses. Any additional meetings could be held via conference call. The board will also need to discuss whether or not membership fees should remain as they are, to ensure they are in keeping with the services currently provided.

Carey Dillen asked for the board's direction, noting that the organization does not have a balanced budget as there is a deficit of approximately \$48K. Two areas of risk were highlighted: The Athlete of the Year Awards (AOY) and KidSport BC. As yet, anticipated funding from Ritchie Brothers has not been received due to changes to their delivery model. As well, the board will need to make a decision on how to deal with the Athlete of the Year event going forward. The board voted in favour of having a balanced budget.

Carey also noted that she is still awaiting a copy of the organization's 'Cash Flow Statement' from Kam Loodu, Director of Financial Services.

6. Operations/Transition Update – Kimberly Gilhooly

An organizational review of board, staff and core services functions will need to be undertaken to ensure that it meets the current needs of the organization going forward.

President's Awards – Feedback

1. Ida Chong, Minister of Community, Sport & Cultural Development – should be placed at the beginning of the program
2. Photos should be taken at the side of the stage to allow for photo opportunities with friends and family without disrupting the proceedings
3. No shows – Sport BC board of directors should be in attendance to fill in where there are 'no shows'.
4. Formality should be brought back. Minister Ida Chong should have been in the pictures to acknowledge attendance by ministry staff or she could have been assisting with escorting winners off the stage. Need handlers to direct the picture taking.
5. Need to push to have more Presidents in attendance at these awards.
6. Stu Ballantyne and Heather Turner did a great job at hosting. Information and a script (in edited format) should have been provided to the hosts well in advance of the event so the information and presentation is consistent.
7. It was suggested that a rehearsal be held perhaps the night before the event to familiarize the presenters with the format/program.
8. There should be Banners with the Sport BC Logo on them to acknowledge that Sport BC is hosting the events.
9. Make sure the lighting/equipment is in working order before the start of the event.
10. Recognition should be paid to sponsors and government officials.

Athlete Of The Year Awards – Feedback

1. A brief bio on the highlights/accomplishments of each of the finalists would personalize the presentations.
2. The first part of some of the performances didn't show up on the screen/monitors.
3. There were some difficulties seeing the performers when seated at the tables. You had to watch the monitors instead.
4. Need to send a message to the sport sector to have these two events continue on moving forward, whether it stays with Sport BC or is taken on by another organization.
5. Would prefer to have people in sport assist with the presentations, rather than the models used.
6. There seemed to be more talk of those in professional sport. There needs to be more education and promotion of amateur sport in the sector woven in to the presentations and to segue from one section to another.
7. An edited script should be provided to the hosts so that the presentation flows better as it seemed the presenters didn't know enough about the sector.

7. BC Sport Agency

Larry Harper, Kimberly Gilhooly and Heather Turner represented Sport BC at the follow up meeting to the Self Assessment process held March 7th with the BC Sport Agency. The meeting was held with Cathy Priestner, Mary Conibear, Moira Gookstetter, Scott Ackles and Moray Keith from the agency. The group's overall sense was that the meeting was positive, and more of a discussion regarding future potential and possibilities. Recommendations arising out of the PSO Survey were discussed. The Sport BC representatives highlighted that the organization wants to be part of the solution and is well positioned for change, given the current restructuring that has taken place.

Four main recommendations from the assessment were noted:

- a. The centralization of communications functions,
- b. The consolidation of events,
- c. The building of PSO capacity *and*
- d. Advocacy as the voice of sport.

MSO meetings with the agency are expected to be completed during the week of March 12 to 16, with a sector report to be distributed by the target date of mid-April. A commitment has been made to have a second conversation with the organization in the next two weeks, as the agency is still in the information gathering process.

It is anticipated that the Sport Agency will make a presentation to the PSO membership at the Sport BC Annual General meeting.

8. Operational Planning

The board discussed whether to proceed with a strategic planning session and board retreat. There was a suggestion to hold the session prior to the board meeting on May 8th. Further discussion is required before a final decision is made.

The Board Chair (Larry Harper), with the assistance of the Vice Chair (Twyla Ryan), will take the lead on communicating information out to the PSO membership via a "*Notes from the Chair*" memo in the Members Update, and through direct email to the Senior Staff and Senior Volunteer contact on the membership list.

9. Insurance

SBC Insurance

Carey Dillen and Kimberly Gilhooly have completed the execution of Rob Newman's contract. Newman assumed the role of President and CEO of SBC Insurance, effective March 1st, 2012. It was confirmed that Rob Newman will make a presentation on insurance at the upcoming Sport BC Annual General Meeting.

MOTION:

CARRIED that the board amend its previous motion appointing Rob Newman as a director of SBC Insurance from the January 25, 2012 board meeting.

Moved: L. John Alexander Seconded: Stu Ballantyne

MOTION:

CARRIED that the board appoint Kimberly Gilhooly to the board of SBC Insurance.

Moved: Brock Turner Seconded: Stu Ballantyne

Kimberly Gilhooly noted that the list of items based on the findings of the consultant's report, which Murray Morrison agreed to implement at the July 15, 2010 meeting, were brought forward as action items to the February 27, 2012 SBC Insurance Annual General Meeting.

All Sport Insurance:

Carey Dillen has requested the assistance of Sport BC's Governance committee to review the current governance model for All Sport Insurance. Governance Chair, Irene Schell, confirmed that the committee will provide assistance in this regard.

L. John Alexander offered his services to assist with any questions or concerns regarding filings or processes required for both insurance businesses should the need arise.

10. Sport BC Governance Review - Irene Schell

Discussion focused on whether the current number of board members fits the needs of the organization moving forward, given the organizational restructuring that has taken place. The purposes, functions and committee structures may change in response to where the organization fits in the sector. Irene Schell advised that the bylaws are under review by the governance committee, with plans for revisions where needed.

11. HR Committee – Twyla Ryan

An HR Committee report was included in the board package. No further discussion was required.

12. New Business

a. KidSport BC

MOTION:

CARRIED that the board approved the motion to remove Tim Gayda from the KidSport Canada board, given that he is no longer with Sport BC, and to appoint Stu Ballantyne to the KidSport Canada board of directors.

Moved: Heather Turner Seconded: Twyla Ryan

A review of the KidSport Canada signing authority was assigned to the Sport BC Finance & Audit committee.

b. Letter received from Michelle Mungall, MLA for Nelson-Creston with regard to the issue of mandatory helmet use legislation in British Columbia.

Larry Harper asked for the board's input on Sport BC's stance on the above-mentioned helmet use legislation request from MLA, Michelle Mungall. A response will be deferred to snow sport PSOs.

Larry Harper will forward the emailed message on to the appropriate contact at BC Alpine Skiing for follow up.

c. Membership Applications

Discussion focused on what the process is for receipt of membership applications now that there is no longer a Membership Services department. Sharon Roode will follow up to find out if any applications have come in, and provide copies to Governance Chair, Irene Schell to ensure membership applications submitted fit the criteria and parameters required.

13. In Camera – Session Two

The board moved to an In Camera meeting at 10:25 am. Sharon Roode exited the meeting at this time. The full board meeting resumed again at 11:10 am, at which time Sharon Roode rejoined the session.

14. Adjournment

The meeting adjourned at 11:20 am.

The next board meeting is scheduled for May 8th, 2012 from 4:30 pm to 8:00 pm. Sharon Roode will circulate an updated meeting schedule to the board of directors.

ACTION ITEMS LIST:

- 1) Put on next board meeting agenda – Follow up discussion with Carey Summerfelt regarding Athlete of the Year and President's Awards.
- 2) Follow up with Pete Quevillon to confirm that monies owing to KidSport BC from Ritchie Brothers have been received.
- 3) Obtain the outstanding organizational Cash Flow Statement from Kam Loodu.
- 4) The 2013 Budget will need to be approved by the Board at the May meeting before it's presented to members at the Annual General Meeting scheduled June 2, 2012.
- 5) A review of Murray Morrison's contract will be undertaken by the Finance & Audit committee.
- 6) A review of the KidSport Canada signing authority was assigned to the Sport BC Finance & Audit committee.
- 7) The board needs to have further discussion on the status of Membership Fees going forward.
- 8) Further discussion is required regarding the size and composition of the board of directors going forward.
- 9) An organizational review of board, staff and core services functions will need to be undertaken to ensure that it meets the current needs of the organization going forward.

- 10) The Board Chair (Larry Harper), with the assistance of the Vice Chair (Twyla Ryan), will take the lead on communicating information out to the PSO membership via a “*Notes from the Chair*” memo in the Members Update, and through direct email to the Senior Staff and Senior Volunteer contact on the membership list.
- 11) Larry Harper will forward the emailed message from MLA, Michelle Mungall with regard to the issue of mandatory helmet use legislation in British Columbia to the appropriate contact at BC Alpine Skiing for follow up.
- 12) Sharon Roode will follow up on any membership applications received and forward the information on to Governance committee Chair, Irene Schell.
- 13) Sharon Roode will distribute an updated meeting schedule to the board of directors.

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