

## MEMORANDUM

To: PSO Senior Volunteers and Staff  
From: Christine Wong – Executive Assistant  
Date: Tuesday, April 30, 2019  
Subject: 30 day notice - Sport BC Annual General Meeting

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Dear Sport BC Members,

Sport BC is pleased to announce the 2019 Annual General Meeting that will take place

**When: Wednesday, May 29, 2019**

<b>5:00 PM – 6:15 PM</b>	<b>Registration and Social</b>
<b>6:15 PM – 8:00 PM</b>	<b>Annual General Meeting</b>

**Where: Richmond Olympic Oval (Legacy Suite – 3<sup>rd</sup> Floor)**

In preparation for the 2019 Sport BC Annual General Meeting, the following documents are included in this package:

1. Annual General Meeting Registration Form: <https://goo.gl/forms/VJCf9gwuKqQ1twRU2>
2. Agenda
3. Report from the Governance Committee

The Sport BC Constitution and Bylaws are available on our website at [www.sportbc.com](http://www.sportbc.com)

## 2019 Sport BC Annual General Meeting

Richmond Olympic Oval  
Wednesday, May 29, 2019  
6:15 PM to 8:00 PM

1. Call to Order
2. Adoption of agenda of 2019 Annual General Meeting
3. Confirmation of quorum and voting rules
4. Approval of minutes of 2018 Annual General Meeting
5. Business arising from 2018 AGM
6. Chair Remarks
7. CEO Remarks
8. Committee Reports
  - a. Governance Committee
  - b. Provincial Adjudication Committee
  - c. Investment Committee
  - d. Finance & Audit Committee
    - i. Audited Financial Statements for the year ending March 31, 2019
    - ii. Presentation of approved budget for the year ending March 31, 2020
9. New Business
  - a. 2019 AGM Date – Thursday, May 28, 2020
10. Election of Directors
  - a. Nominations Committee Report
  - b. Overview of election process
  - c. Election
  - d. Announcement of Directors of 2019 – 2020
11. Motion to Adjourn

## **Sport BC Governance Committee Report**

2018 Annual General Meeting

Wednesday May 29, 2019

### Governance Committee

Heather Holden, Blair Lowther, Greg White (Chair)

Sport BC Board of Directors (2018/2019) - six (6) elected positions

- Carey Dillen - Chair (elected 2016 for 3 yr term) – term ends May 2019
- Heather Holden - Vice Chair (elected 2016 for 3 yr term) – term ends May 2019
- Lisa Kwiatkowski - Director-at-large (elected 2017 for 2 yr term) – term ends May 2019
- Greg White - Director-at-large (elected 2017 for 2 yr term) – term ends May 2019
- Blair Lowther – Director-at-large (elected 2018 for 2 yr term) – term ends May 2020
- Mario Ramos - Director-at-large, Finance (elected 2018 for 2 yr term) – term ends May 2020

Director positions for election at the May 2019 AGM

- Director-at-large – 2 yr term
- Director-at-large – 2 yr term
- Director-at-large – 2 yr term
- Director-at-large – 2 yr term

Note: The position of Chair to be elected by the Directors at the first board meeting after the AGM

Board of Director Meetings

- Wednesday July 4, 2018
- Tuesday October 30, 2018
- Tuesday February 12, 2019
- Tuesday April 30, 2019

Committees of the Board – Standing Committees

- Finance & Audit: Mario Ramos (Chair), Lisa Kwiatkowski, Ben Salter (Independent Individual)
- Governance: Greg White (Chair), Blair Lowther, Heather Holden

Committees of the Board – Ad Hoc Committees

- Human Resource: Blair Lowther (Chair), Lisa Kwiatkowski, Mario Ramos
- SBC Insurance: Carey Dillen (Chair), Blair Lowther, Rob Newman
- Athlete of the Year: Carey Dillen (Chair), Blair Lowther, Rob Newman, Christine Wong
- Investment: Heather Holden (Chair), Mario Ramos, Lisa Kwiatkowski
- Provincial Adjudication Committee: Greg White, Mario Ramos, Michael Berkeley

Governance Committee Meetings since 2018 AGM

- August 16, 2018 – review of Board Manual
- October 29, 2018 – review of Board Manual v2
- November 13, 2018 – review of Board Manual v3

