



BOARD OF DIRECTORS MEETING MINUTES

February 5, 2017 at 7:00-9:30 pm

WELCOME AND CALL TO ORDER

RaeAnne Rose called the meeting to order at 7:03 pm.

ATTENDANCE

Voting: RaeAnne Rose, Rhonda Vanderfluit, Sonja Dickinson, Lisa Balcombe, Carol Stewart, Susan Kemper, Elise Cantner

Staff: Jennifer Keith

Absent: Tanya Magee

Guests:

OPENING BUSINESS

1. Approval of Agenda & Welcome

Rose proposed adding RFD 2018-42 – Website Rehabilitation & Redesign and RFD 2018-43 – Policy Review Project as items 6 and 7 to the agenda; the remaining agenda items are to be renumbered as appropriate.

MOTION: (Dickinson/Stewart) to approve the Agenda as amended.

Carried

2. Minutes from December 4, 2017 – Review & Acceptance

MOTION: (Stewart/Kemper) to approve the Minutes as circulated.

Carried

3. Minutes from January 20, 2018 – Review & Acceptance

MOTION: (Stewart/Dickinson) to approve the Minutes as circulated.

Carried

4. Action Items reviewed and updated

5. Reports

The following reports were submitted and are attached:

a. President Report

b. Executive Director Report

Keith reported that the 2018 raffle license has been approved and tickets will be distributed at the National Stream Provincial meet this weekend. Keith also reported that contract offers went out today to the 3 successful Regional Coach candidates: Island – Brenda Scott, Lower Mainland – Disa Fladmark, and Interior – Tina Naveri.

c. High Performance Director Report

d. Sport Development Director Report

e. Financial Report

Keith presented revised budget projections with adjustments to account for website and policy review projects outlined in the Request for Decisions below.

f. Espoir/World Series Update

MOTION: (Dickinson/Vanderfluit) to approve the Reports as circulated

Carried

Elise Cantner joined the meeting by phone at 7:40 pm.

NEW BUSINESS

- 6 RFD 2018-42 – Website Rehabilitation & Redesign

MOTION: (Cantner/Stewart) to approve a budget of up to \$6,000 to engage the services of Lea Gucciardi to rehabilitate the current website on a temporary basis and to lead staff in the development of a new Synchro BC website that is mobile responsive, and uses a secure, well-supported, and user-friendly platform. Carried

- 7 RFD 2018-43 – Policy Review Project

MOTION: (Kemper/Stewart) to approve a budget of up to \$6,000 to engage the Sport Law & Strategy Group to:

- Review Synchro BC's policies
- Revise policies, especially the suite of policies related to discipline and harassment
- Guide the Board on the application of the policies Carried

- 8 Synchro Canada Competition Structure

Keith presented the Synchro Canada vision for a revised and consolidated national and provincial competitions structure.

Synchro Canada would like to know if Synchro BC could change its provincial competition schedule for 2018-19, if necessary. It was agreed that some basic alignment changes would be possible, but that Synchro BC must still be able to offer programming and a competition calendar that meets the needs of its members at all levels in and in all regions. Consideration for schedule changes for 2018-19 will be determined once Synchro Canada releases the national events schedule. It was agreed that consultation with the membership is needed to consider certain changes being proposed such as the elimination of streams and schedule adjustments to allow for proper periodization. More clarity is needed from Synchro Canada before consultation and decisions can begin.

ACTION: Kemper to draft a response to Synchro Canada. Balcombe, Vanderfluit and Cantner to send their thoughts/comments to Susan this week.

Elise Cantner left the meeting at 8:30pm.

- 9 International Bid Process Amendments

It was noted that Synchro Canada continues to increase international bid fees, which are becoming unmanageable for Masters' teams/clubs, in particular.

ACTION: Keith to request reduced application fee for Masters' teams when competing as guests at events outside of Canada with the understanding that the full fee would apply for sanctioned international competitions like UANA or FINA World Championships.

- 10 Synchro Canada Coaching Certification Vision

Keith reviewed the Synchro Canada vision for Coaching Certification that would streamline course content and potentially de-centralize course delivery using online education platforms. The vision also includes mandatory coaching certification requirements for provincial and national championships. Synchro BC will roll out the required policies when they are adopted by Synchro Canada.

11 Risk Management/Risk Registry Update

Since the Risk Management Workshop on January 20, 2018, the Leadership Team has met to review and update the Risk Registry that was drafted prior to and during the workshop. The next step is to schedule a one-hour consultation with Dina Bell-Laroche and the Governance Committee to review the Risk Registry and finalize next steps. Once finalized, the Risk Registry will be presented to the Board of Directors for approval. Board members have access to the Risk Registry through the Board Dropbox.

Risk Management and the Risk Registry will be regular standing items on the Board agenda going forward.

12 BC Scoring System

Keith reported to the Board that she and the Events Manager had recently met with a former national team athlete and her partner who are considering creating a more user-friendly and electronic scoring system for synchronized swimming. Synchro BC will lend support to the development of the system and will pilot its use at events.

BUSINESS CARRIED FORWARD

13 Request for Decisions

- a. RFD 2018-40(A) – Coaching Bursary Award

MOTION: (Stewart/Balcombe) to approve the recommendation of the Awards Committee to award a \$500 Coaching Professional Development Bursary to Rosilyn Tegart.

Carried

The meeting was adjourned at 8:53 pm.

FUTURE BOARD OF DIRECTORS MEETING DATES

March 5, 2018	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
April 9, 2018	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
May 7, 2018	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
June 16 or 23	8:30 AM – 5:00 PM	Fortius Sport & Health
July 9, 2018	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
September 10, 2018	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
October 19-21, 2018	AGM & Summit	TBD