

BOARD OF DIRECTORS MEETING MINUTES

November 6, 2017 at 7:00 – 7:30 pm

WELCOME AND CALL TO ORDER

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

ATTENDANCE

Voting: RaeAnne Rose, Susan Kemper, Rhonda Vanderfluit, Elise Cantner, Carol Stewart

Staff: Jennifer Keith

Absent: Sonja Dickinson, Jennifer Kryworuchko, Lisa Balcombe, Tanya Magee

Guests:

OPENING BUSINESS

1. Approval of Agenda & Welcome

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

Carried

2. Board Positions

Rose advised the Board that Jennifer Kryworuchko has resigned from the Board, leaving two vacancies on the Executive Committee as the Vice-President position was not filled at the AGM. It was recognized that it was important to ensure the Executive Committee was appropriately filled.

MOTION: (Kemper/Stewart) for Rhonda Vanderfluit to fill the vacancy of Vice-President.

Carried

MOTION: (Vanderfluit/Kemper) for Carol Stewart to fill the vacancy of Director of Finance in an acting capacity to fulfill the duties in relation to the Executive Committee only.

Carried

3. Committee Positions

Rose referred to the Committee structure document that was distributed in advance of the meeting and asked each member of the Board to identify the areas where they would like to contribute for the 2017-2018 season.

Carol Stewart will serve in an acting capacity on the Executive Committee and retain her positions on the HR, Adaptive Synchro and Officials Committees.

Elise Cantner will serve as a member of the Sport Development Committee, but not the Chair and retain position on the Governance Committee.

Susan will retain her position on the same committees as last year in her leadership team role.

Rhonda will join the Executive Committee as the Vice-President and retain her position on the Governance Committee and join the Espoir Local Organizing Committee.

See the attached list of committees and the volunteers that participate on each.

ACTION: Governance Committee to review and propose final revisions to the standing committee terms of reference and to consider the need for a Director of Competitions.

4. 2017-18 Board Meeting Schedule

The meeting schedule through to the next AGM has been distributed. Rose noted that the July meeting date was moved in order to observe the stat holiday. Keith noted that she included proposed and included dates for the AGM & Annual Summit which are subject to change.

The meeting was adjourned at 7:30 pm.

FUTURE BOARD OF DIRECTORS MEETING DATES

December 4, 2017	7:00 - 9:30 PM	Synchro BC Office / GoTo Meeting
January 20, 2018	8:30 AM – 5:00 PM	Fortius Sport & Health
February 5, 2018	7:00 – 9:30 PM	Synchro BC Office / GoTo Meeting
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

2017-2018

BOARD OF DIRECTORS

President	RaeAnne Rose
Vice President	Rhonda Vanderfluit
Director of Finance	Carol Stewart (Acting on Executive Committee)
Director at Large	Lisa Balcombe
Director at Large	Susan Kemper
Director at Large	Sonja Dickinson
Director at Large	Elise Cantner
Director at Large	Vacant
Director at Large	Vacant

COMMITTEES

COMMITTEE OF THE BOARD – EXECUTIVE & FINANCE COMMITTEE

- Members: RaeAnne Rose (Chair), Rhonda Vanderfluit, Carol Stewart
- Staff: Jennifer Keith/Annie Smith

COMMITTEE OF THE BOARD – GOVERNANCE & NOMINATIONS COMMITTEE

- Members: RaeAnne Rose (Chair), Elise Cantner, Rhonda Vanderfluit
- Staff: Jennifer Keith/Annie Smith

COMMITTEE OF THE BOARD – HR COMMITTEE

- Members: RaeAnne Rose, Carol Stewart
- Staff: Jennifer Keith/Annie Smith

STANDING COMMITTEE – COACHING WORKING GROUP

- Chair:
- Board Members:
- Staff: Tanya Magee, Susan Kemper
- Members: Club Head Coaches or a designated club representative assigned by the club

STANDING COMMITTEE – HIGH PERFORMANCE COMMITTEE

- Chair: Tara Gant
- Board Members:
- Staff: Susan Kemper
- Members: Gail Donohue, Olena Foshchevska, Anne-Sophie Cote, Tina Naveri, Tara Gant, Tanya Magee

STANDING COMMITTEE – OFFICIALS COMMITTEE

- 🔗 Chair: **Lisa Balcombe**
- 🔗 Board Members: **Carol Stewart**
- 🔗 Staff: Jennifer Keith/Annie Smith
- 🔗 Members: Christina Demiris, Debbie Provencher, Lisa Balcombe, Madeleine Ramsay, Nicola Iten, Sharon Devana

STANDING COMMITTEE – SPORT DEVELOPMENT COMMITTEE

- 🔗 Chair: TBD
- 🔗 Board Members:
- 🔗 Staff: Jennifer Keith/Annie Smith, Renate White
- 🔗 Members: Brenda Scott, Carrie Tse, Jordan Wuest, Katie Hopp, **Elise Cantner**

AD-HOC COMMITTEE – AWARDS COMMITTEE

- 🔗 Chair: **Sonja Dickinson**
- 🔗 Board Members:
- 🔗 Staff: Jennifer Keith/Annie Smith
- Members: Alina Aref'yeva, Morrie Baillie, Anne-Marie North

AD-HOC COMMITTEE – ADAPTIVE SYNCHRO COMMITTEE

- 🔗 Chair: Carrie Tse
- 🔗 Board Members: **Carol Stewart**
- 🔗 Staff: Tanya Magee
- 🔗 Members: Leah Papillo, Melinda Markser, Mackenzy Higgins, Tina Naveri, Disa Fladmark

AD-HOC COMMITTEE – MASTERS COMMITTEE

- 🔗 Chair: Jordan Wuest
- 🔗 Board Members:
- 🔗 Staff: Tanya Magee
- 🔗 Members: Katie Hopp, Carly Schmitt, Jessica Nemlander, Jordan Wuest, Melinda Markser, Loretta Pederson

AD-HOC COMMITTEE – 2018 ESPOIR/WORLD SERIES LOCAL ORGANIZING COMMITTEE

- 🔗 Chair:
- 🔗 Board Members: **RaeAnne Rose, Sonja Dickinson** (Awards), **Rhonda Vanderfluit**
- 🔗 Staff: Jennifer Keith, Renate White
- 🔗 Members: Ingrid Bahng, Leah Papillo, Trish Paez-Hutt, Jenny Ho, 2 from Burnaby Caprice

SYNCHRO CANADA REPRESENTATION

SYNCHRO CANADA – ATHLETE COUNCIL

🔗 Synchro BC Member: Samantha Lankmayr

SYNCHRO CANADA – BOARD OF DIRECTORS

🔗 Synchro BC Member: Gail Donohue

SYNCHRO CANADA – COACHING LEADERSHIP AND TECHNICAL COMMITTEE

🔗 Synchro BC Member: Gail Donohue

SYNCHRO CANADA – COMPETITIONS COMMITTEE

🔗 Synchro BC Member: Annie Smith (On Leave)

SYNCHRO CANADA – EXTERNAL RELATIONS COMMITTEE

🔗 Synchro BC Member: Louise Kennedy

SYNCHRO CANADA – INTERNATIONAL JUDGES SUB-COMMITTEE

🔗 Synchro BC Member: Louise Kennedy

SYNCHRO CANADA – LTAD TASK FORCE

🔗 Synchro BC Member: Susan Kemper

🔗 Synchro BC Member: Sharon Devana

SYNCHRO CANADA – POLICY WORKING GROUP

🔗 Synchro BC Member: Shannon Higgins

SYNCHRO CANADA – PLAN 42 TASK FORCE

🔗 Synchro BC Members: Tanya Magee & **Lisa Balcombe**

SYNCHRO CANADA – STAR MANUAL UPDATES

🔗 Synchro BC Member: Nicola Iten & Sharon Devana

SYNCHRO CANADA – STRATEGIC PLAN STEERING COMMITTEE

🔗 Synchro BC Member: **RaeAnne Rose**