



BOARD OF DIRECTORS MEETING MINUTES

December 7, 2016

WELCOME AND CALL TO ORDER

RaeAnne Rose called the meeting to order at 6.40pm.

ATTENDANCE

In Person: Jennifer Kryworuchko, RaeAnne Rose, Rhonda Vanderfluit, Susan Kemper, Sonja Dickinson and Annie Smith
Phone: Anne-Marie North & Elise Cantner
Absent: Carol Stewart

OPENING BUSINESS

1. Approval of Agenda
MOTION: (Dickinson/Kryworuchko) to approve the Agenda as circulated **Carried**
2. Minutes from November 9, 2016 – Review & Acceptance
MOTION: (Vanderfluit/Cantner) to approve the Minutes as circulated **Carried**
3. Public Minute process
The Directors agreed to post meeting minutes and reports to the Synchro BC website for transparency purposes.
ACTION: Board of Directors meeting minutes to be added to the website starting with the November 9, 2016 meeting minutes
ACTION: Add a blurb to the next eSplash about the minutes being posted on the website
4. Financial Report
Smith provided the Directors with a financial report for the 2016-2017 season to date.
ACTION: Review if TID room rental, coaching wages and pool rental was included in annual summit budget
ACTION: Smith to review the Financial Policy and note if there is a financial value over budgeted amount that requires to be brought to the board for approval
ACTION: Iten to separate the skills testing entry time from her regular invoice
ACTION: Smith to create a new account for skills testing (evaluators, TD, etc.)
5. Reports
All committee and staff reports to be included in the minutes' package that will be posted on Synchro BC's website. The following reports were submitted:
 - a. President
 - b. Executive Director
 - c. Coaches Committee
 - d. High Performance Committee

e. Officials Committee

6. Action Items

ACTION: Smith to create a new Agenda for the next meeting and update the ACTION items

BUSINESS CARRIED FORWARD

1. Director's Communications and Values

Rose presented the Director's Communications and Values as discussed at the November Board meeting.

ACTION: Smith to add the Directors communications and values to DropBox in main folder

IN CAMERA MEETING

An in-camera meeting was held from 7.46pm to 9.45pm containing discussions items 2-4.

2. Athlete Assistance Program Appeal

A Board of Director withdrew their daughters application to ensure there was no personal conflict of interest.

The Board acknowledges that the appeals committee that was struck to address the Athlete Assistance Program appeal was not in compliance with the appeals policy that was in place at the time and as such the decision is invalid.

MOTION: (Kemper/Dickinson) to award funding to the top 8 juniors and top 4 AG13-15 based on full figure results at Provincials (20%), Qualifiers (40%) and National (40%) of their Age Group figure event and award the AAP funding to those athletes regardless of whether they applied or finished in the top 50% in Canada **Carried**

3. Human Resources

4. Bursary Applications

Two Professional Development Coaching Bursary Awards were awarded.

Anne-Marie North left the meeting at 9.26pm.

REGULAR MEETING CONTINUED

5. New Board Members

Krista Guloien has agreed to join the Board of Synchro BC as the 9th Board of Director.

MOTION: (Vanderfluit/Kryworuchko) to appoint Krista Guloien to the Board of Directors **Carried**

ACTION: Smith to provide Guloien with meeting dates and Board of Directors information

ACTION: Smith to officially introduce Guloien to the Board of Directors.

6. Terms of Reference & Members – Awards Selection & Review Committee

ACTION: P&G committee to revise all committee Terms of Reference and to include Bursaries and AAP selection to the Awards Selection & Review Committee

7. Strategic & Operational Plan Review Day

The Board of Directors agreed to set a weekend date (Sat or Sun) in January to review the Synchro BC and Synchro Canada Strategic & Operational Plan

ACTION: Smith to set-up a Doodle & book the London meeting room

NEW BUSINESS

8. Competition Structure Changes

The Board reviewed and discussed the changes that have occurred to the competition structure this year. The membership currently does not have the opportunity to provide feedback on the Technical Package.

ACTION: for the Sport Development Committee to review the recreational competition structure to include AWD rules, and fit with the skills testing program before reporting to the directors at the next Board of Directors meeting.

MOTION: (Vanderfluit/Kemper) to reinstate the Synchro BC sanctioned recreational competition at the Mable Moran competition for all recreational streams for this season.

Carried

ACTION: recreational meet communication to be sent out to the clubs before Christmas

DECISION: No awards will be handed out at the NS Regionals. Judges will be giving marks as feedback.

ACTION: The Skills Testing program to be discussed within the High Performance Committee, Sport Development Committee and Competitions task force and to report at the next Board of Directors meeting

ACTION: Kalin to review the Technical Package and send to the Board of Directors for review before communication to the clubs

9. TID Program Review

Deferred to next meeting

ACTION: Smith to draft the TID budget for the 2017-2018 season on Thursday, Dec 8th and forward to the HP Committee for review before submission to viaSport on Friday

ACTION: Kalin to write a report on the TID program to date and report to the board

10. Committee Structures and Members

The Board briefly discussed the types of committees within Synchro BC (Standing, Ad-Hoc, Board committees).

ACTION: P&G committee to review the Synchro BC committee structure before the Strategic Planning meeting

The meeting was adjourned at 10.52pm

PROPOSED FUTURE BOARD OF DIRECTORS MEETING DATES

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| • January 17, 2017 (Tuesday) | In Person/GoToMeeting 6-8pm | Fortius |
| • February 15, 2017 (Wednesday) | In Person/GoToMeeting 6.30-8.30pm | Fortius |
| • March 28, 2017 (Tuesday) | In Person/GoToMeeting 6-8pm | Fortius |
| • April 26, 2017 (Wednesday) | In Person/GoToMeeting 6.30-8.30pm | Fortius |
| • May 23, 2017 (Tuesday) | In Person/GoToMeeting 6-8pm | Fortius |