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## 2017 ANNUAL GENERAL MEETING

October 21, 2017 – 5:00 PM

Richmond Olympic Oval

6111 River Road, Richmond, BC, V7C 0A2

### MINUTES

#### 1. Call to Order

RaeAnne Rose called the meeting to order at 5:02 pm.

RaeAnne Rose welcomed the members to the 2017 Annual General Meeting and provided an overview of the highlights from the 2016-2017 season.

#### 2. Confirmation of Quorum

A quorum was declared with 56 voting members registered.

#### 3. Introductions

RaeAnne Rose introduced:

- Members of the Synchro BC Board of Directors: in attendance Anne-Marie North, Rhonda Vanderfluit, Sonja Dickinson, and Elise Cantner noting that Carol Stewart, Susan Kemper and Jennifer Kryworuchko were unable to attend.
- The Synchro BC staff: in attendance Jennifer Keith, Executive Director, Renate White, Events Manager, Tanya Magee, Sport Development Director, and Amanda Nichol, Office Administrator noting that Susan Kemper, High Performance Director and Gracie Lao, Bookkeeper were unable to attend.
- Guests: Emily Woodrow, Synchro BC's auditor from MNP LLP, who will present the financial statements and Kate Bake-Paterson, Synchro BC's lawyer from DLA Piper, who will present the first draft of the revised Bylaws.

#### 4. Adoption of Agenda

**MOTION:** (Leona Hamm/Ann Stirrat) To adopt the Agenda of the October 21, 2017 Annual General Meeting. Carried

#### 5. Appointment of Scrutineers

**MOTION:** (Angela Chapman/Ann Stirrat) To appoint Amanda Nichol and Jennifer Keith as Scrutineers Carried

#### 6. Acceptance of Minutes of the 2016 Synchro BC Annual General Meeting (October 16, 2016)

**MOTION:** (Brooke Madore/Roxanne Pomeroy) To approve the Minutes of the October 16, 2016 Annual General Meeting. Carried

## 7. Presentation of 2016-2017 Audited Financial Statement

RaeAnne Rose invited Emily Woodrow from MNP LLP to present the audited financial statements. Emily reported a clean audited noting that the financial statements present a fair representation of the financial position.

**MOTION:** (Erin Connors/Leah Papillo) To accept the 2016-2017 Synchro BC Audited Financial Statements. Carried

## 8. Appointment of 2017-2018 Auditor

**MOTION:** (Bob Nixon/Jason Herbert) To appoint MNP LLP as the Auditors for Synchro BC for the 2017-2018 fiscal year. Carried

## 9. Presentation of Proposed Synchro BC Constitution & Bylaw Revisions

RaeAnne Rose noted that the new BC Society's Act came into effect on November 28, 2016 giving all societies 2 years to align their corporate documentation. This requirement has provided an opportunity to conduct a complete review of Synchro BC's Bylaws to ensure their relevance and accuracy. She further noted that the members are not being asked to vote on the proposed revisions today as this presentation is the first step in a consultation process with the Synchro BC membership. Following this meeting, there will be an opportunity to provide feedback and comments through an online survey and a roundtable meeting.

RaeAnne Rose invited Kate Bake-Paterson from DLA Piper to present the proposed Constitution and Bylaw revisions to the membership.

Kate Bake-Paterson provided an overview of the required changes to align with the new Societies Act as well as specific changes that require decisive action by Synchro BC, in consultation with its members.

## 10. Reports

### Operations Report

RaeAnne Rose invited Jennifer Keith to present the Operations Report.

Jennifer Keith reported that the Synchro BC was successful in hosting 9 competitions during the 2016-2017 season and that it continues to learn from hosting meets and will strive to be more effective in its delivery. She noted that financial operations were well in hand as noted by the auditors but that there had been a thorough review of the financial policies in an effort to streamline some processes. Additional efforts were made to improve transparency in communications with members and to be more deliberate and active in engaging members through social media. The Board of Directors has also put its support behind the creation of a Club Excellence Working Group in an effort to ensure that all member clubs operate effectively to ensure more time and effort can be focused on athletes and their development. Hand in hand with this effort is a systematic review of Synchro BC's policies and procedures to ensure they are up to date and effective. Jennifer also noted that Synchro BC continues to be available to support its members in any way that it can.

### **Sport Development Report**

RaeAnne Rose invited Tanya Magee to present the Sport Development Report.

Tanya Magee reported that progress has been made since the Sport Development Director position was established in the Spring including the creation of the Adaptive Synchro and Masters Committees. The Adaptive Synchro Committee has already made significant headway in leading a name change from Athletes with a Disability (AWD) to Adaptive Synchro and to creating additional participation opportunities for adaptive synchro athletes at provincial competitions. The Masters Committee has helped to introduce new figures as well as new competition categories for Masters athletes. The Train to Train (T2T) program has a successful second season and is positioned to provide a more comprehensive program for the upcoming season.

### **High Performance Report**

As Susan Kemper was not present, RaeAnne Rose invited questions from the floor about the High Performance Report that was circulated.

Shannon Bell-Higgins provided some historical context to the changes in the Athlete Assistance Program which no longer operates within criteria established by Sport BC or viaSport.

### **Officials Report**

RaeAnne Rose invited Anne-Marie North to present the Officials Report.

Anne-Marie North acknowledged the efforts and dedication of the members of the Officials Committee, as well as those who received awards from Sport BC and Synchro Canada during the last year. She reported that officials' development continues to be a priority and that the judges evaluation program was re-introduced during the 2016-2017 season. She noted that the Officials Committee conducted a thorough review of the bursary and travel policies making recommendations to the Board of Directors. Finally, she noted that BC's officials are recognized for their exceptional skills on both the national and international stage and recognized the officials who have represented Canada and BC at international competitions.

As Anne-Marie is not returning to the Board of Directors, RaeAnne Rose thanked her for her service to the Synchro BC Board and presented her with a gift.

## **11. Elections**

RaeAnne Rose invited Rhonda Vanderfluit to the podium to oversee the election of the board of directors.

Rhonda Vanderfluit advised the membership that no nominations were received prior to the AGM and reviewed the election process that will be followed:

- Nominations will be accepted from the floor;
- Nominations will require a seconder as well as confirmation from the nominee that they are willing to stand for election;
- Nominees will be given two minutes to introduce themselves to the membership;

- If there are more than one (1) nominees for the Vice-President position or more than three (3) for the Director-at-Large positions, voting will be by ballot using the ballots in the AGM package.

11.1. Election of Vice-President

Rhonda Vanderfluit called for nominations for the position of Vice-President.

Rhonda Vanderfluit made a second call for nominations for the position of Vice-President.

Rhonda Vanderfluit made a third call for nominations for the position of Vice-President.

As there were no nominations, the position of Vice-President remains vacant and can be filled by the Board of Directors.

11.2. Election of Three (3) Directors-at-Large

**NOMINATION: (RaeAnne Rose/Leona Hamm) To nominate Carol Stewart and Elise Cantner as Directors-at-Large for two-year terms.** RaeAnne Rose noted that Carol Stewart had accepted the nomination, in writing. Elise Cantner accepted the nomination.

**NOMINATION: (Louise Kennedy/Anne-Marie North) To nominate Lisa Balcombe as a Director-at-Large for a two-year term.** Lisa Balcombe accepted the nomination.

As there were no other nominations, the two candidate that were present were given two-minutes to address the membership.

**MOTION: (Leah Papillo/Huriye Seray) To elect the nominees by acclamation.** Carried

12. Adjournment

**MOTION: (Louise Kennedy/Chantice Hamm) To adjourn the meeting.** Carried

The meeting was adjourned at 6:20 pm.

## 2017 ANNUAL GENERAL MEETING ATTENDANCE

### Voting Members

1. RaeAnne Rose	Synchro BC President
2. Anne-Marie North	Synchro BC Director at Large / Synchro BC Official / Athlete
3. Elise Cantner	Synchro BC Director at Large
4. Rhonda Vanderfluit	Synchro BC Director at Large
5. Sonja Dickinson	Synchro BC Director at Large
6. Christina Demiris	Synchro BC Official
7. Deborah Provencher	Synchro BC Official
8. Huriye Sefayi	Synchro BC Official
9. Lisa Balcombe	Synchro BC Official
10. Louise Kennedy	Synchro BC Official
11. Lucia Hoess	Synchro BC Official
12. Madeleine Ramsay	Synchro BC Official
13. Nicola Iten	Synchro BC Official
14. Robyn Guidon	Synchro BC Official
15. Shannon Higgins	Synchro BC Official
16. Sharon Devana	Synchro BC Official
17. Trish McKay	Synchro BC Official
18. Victoria Stafford	Synchro BC Official
19. Leah Papillo	BC Aquasonics
20. Danielle Vasquez	BC Aquasonics
21. Igor Tatarnikov	BC Aquasonics
22. Tanya Magee	BC Aquasonics
23. Alina Aref'yeva	Burnaby Caprice
24. Amelia Petersen	Burnaby Caprice
25. Bob Nixon	Burnaby Caprice
26. Claudia Hein	Burnaby Caprice
27. Maria Beskromnova	Burnaby Caprice
28. Leona Hamm	Comox Valley Orcas
29. Chantice Hamm	Comox Valley Orcas
30. Melinda Markser	Hollyburn Synchro
31. Lizzy Ignace	Kamloops Sunrays
32. Mandy Curtis	Kamloops Sunrays
33. Tina Naveri	Kamloops Sunrays
34. Alyssa Christie	Kelowna Dolphins
35. Carly Helgason	Kelowna Dolphins
36. Heather Gardiner	Kelowna Dolphins
37. Roxanne Pomeroy	Kelowna Dolphins
38. Brooke Madore	Nelson Reflections
39. Erin Fitchett	Nelson Reflections
40. Angela Chapman	Pacific Wave Synchro
41. Ann Stirrat	Pacific Wave Synchro
42. Deb Broadhurst	Pacific Wave Synchro
43. DJ Hutt	Pacific Wave Synchro

- 44. Jason Herbert
- 45. Mert Sefayi
- 46. Patricia Paez-Hutt
- 47. Tatiana Pereminski
- 48. Lynn Barager
- 49. Maureen Evanson
- 50. Nicole Barager
- 51. Erin Connors
- 52. Heather Babcock
- 53. Jordan Wuest
- 54. Karen Brown
- 55. Rebecca Martinho
- 56. Katie Hopp
- 57. Pattie Mallett
- 58. Darlene McDonagh
- 59. Mary Murrell
- 60. Tara Gant

- Pacific Wave Synchro
- Pacific Wave Synchro
- Pacific Wave Synchro
- Pacific Wave Synchro
- Prince George Waterlilies
- Prince George Waterlilies
- Prince George Waterlilies
- Vancouver Masters Synchro
- Vancouver Masters Synchro
- Vancouver Masters Synchro
- Vancouver Masters Synchro
- Vancouver Masters Synchro
- Vernon Silhouettes
- Vernon Silhouettes
- Victoria Synchro
- Victoria Synchro
- Victoria Synchro

**Non-Voting Members**

- 61. Jennifer Keith
- 62. Amanda Nichol

Interim Executive Director & Scrutineer  
Office Administrator & Scrutineer

**Guests**

- 63. Emily Woodrow
- 64. Kate Bake-Patersen
- 65. Annie Smith

Auditor, MNP LLP  
Lawyer, DLA Piper  
Synchro BC