



BC RUGBY BOARD OF DIRECTORS MEETING MINUTES

March 31, 2021

6pm – 8pm

Virtual Meeting

In Attendance:

Mark Lewis, Chair

Tanya Donaldson

Marvin Foss

Brad Baker (left at 7:49pm)

Connie McGinley

Bob Strachan

Matt Gordon

Alan Snowden

Annabel Kehoe

Call to order: Mark Lewis, 6.03pm

1. Opening of Meeting & Chair's Comments

The Chair noted the workload undertaken by the Finance Committee and Governance Committee, lead by B. Strachan and T. Donaldson respectively. A great deal of work has gone into preparing for the Special General Meeting.

ACTION: The President will be reaching out to Directors in the coming weeks to check in and resume discussions with Directors on areas of interest.

2. Acceptance of Meeting Agenda

Motion: To approve the agenda, with the addition of minutes approval. Moved by A. Snowden. Seconded by T. Donaldson. Motion carried.

3. Declaration of Conflict of Interest

No conflicts declared.

4. Approval of Jan 31 Minutes

Motion: To approve the minutes of the Board's January 31, 2021, meeting. Moved by B. Strachan. Seconded by M. Gordon. Motion carried.

5. Director Roundtable

The Chair invited Directors to share lessons learned from navigating the last year, what has worked and what's been missed.

The President noted the high frequency of meetings of the Board over the past year and, while time consuming, was important and beneficial to keeping us all informed. The Directors engaged in a discussion on how best to connect with the membership and stakeholders, hitting the right leadership notes avoiding the feeling of 'top-down', while being mindful that the pandemic has impacted clubs and individuals uniquely.



It was noted that the suspension of Rugby has meant that Directors have not been pitch-side to have their 'ear to the ground', and that connections have been limited to 'home club'. A Director offered that, anecdotally, clubs are having this same experience of disconnect with players, particularly adults since they remain heavily restricted to train/play team sports. The CEO mentioned that the staff are in high contact with many Clubs operationally, both proactively and in response to club enquiries.

ACTION: Accelerate 'Club Conversations'

Positive comments were made on BC Rugby's communications to leaders, the work that has been achieved throughout the pandemic and the President shared that, through a conversation with viaSport executive, BC Rugby is a leader amongst Provincial sporting organisations.

6. President's Report

The President provided an overview of the Director Nomination process and outcomes ahead of Rugby Canada's AGM, which has been set for May 16th.

There are no outstanding action items from the previous minutes, other than the President connecting with Directors.

7. Report of the Vice-President (Finance) / Finance Committee

The VP (Finance) provided an overview of recent meetings of the Finance Committee. Most recently, the Committee has welcomed Tony Payne onto the Committee. The VP (Finance) provided an overview of T. Payne's professional qualifications and experience.

MOTION: To approve the membership of Tony Payne to the Finance Committee. Moved by B. Strachan. Seconded by C. McGinley. Motion carried.

The VP (Finance) spoke to the financial package, as at Dec 31, 2020 (documents circulated). Highlighted the positive cash position that the organisation is in, an impressive relief given projections just over 6 months ago. A significant portion of the cash is deferred revenue, namely Community Gaming Grant and World Rugby/Rugby Canada grant which we aim to spend next fiscal.

Audit has been arranged with Rolfe Benson to facilitate presentation to the membership at a June 19 AGM. Anticipate a Board meeting in early June will be required to approve draft statements received from the auditors.

The VP (Finance) also spoke to the final presentation to the Membership on the changes to Membership Dues, and the unfunded programs that were identified at the beginning of this fiscal year.

MOTION: To approve the Finance Committee report. Moved by M. Foss. Seconded by A. Snowden. Motion carried.



8. Board Effectiveness Working Group Update

The Working Group is close to finalizing a report to the Governance Committee that focuses on recommendations to address the areas that received an aggregate rank of 3 or less. Areas addressed include engagement with the Stakeholders Committee, CEO review, term limits and formalizing the orientation process for new Directors.

9. Report of the Vice-President (Internal) / Governance Committee

The VP (Internal) confirmed the notice for the Special General Meeting has been sent, with the date of the meeting shifted two days to avoid clashing with the announced date of PHO changes. The notice will be sent to Individual Members as well as Club Leaders.

The Governance Committee presented a Safe Sport Charter for the Board to approve. This Charter has been designed to keep pace with the evolving standards required by Federal and Provincial governments, as well as expectations of players and parents. This Committee is an evolution and replacement of the (operational) Player Welfare Committee. The President has submitted a few minor edits to the document.

MOTION: To approve the Safe Sport Committee Charter as presented, with minor edits as discussed. Moved by T. Donaldson. Seconded by M. Gordon. Motion carried.

The VP (Internal) spoke to the Strategic Planning process and timeline drafted (document circulated). A sub-group of the Governance Committee has taken the lead on designing this and will be responsible for ensuring that process is executed to deliver a Plan for Board Approval by the end of this calendar year. The VP (Internal) highlighted the feedback loops scheduled with the community.

MOTION: To approve the proposed Strategic Planning process. Moved by T. Donaldson. Seconded by A. Snowden. Motion carried.

The VP (Internal) provided an overview on topics to be discussed through the Club Conversations, as well as how the allocation of Clubs to Directors aims to provide Directors with diverse insight.

ACTION: The CEO will provide a brief on what funding, both Gaming and COVID-specific, that Clubs are eligible for to support Directors with Club Conversations.

The VP (Internal) will also be leading on the CEO review, director nominations for the upcoming AGM, as well as facilitating several membership applications through the Governance Committee.

10. Risk Management Working Group Update

This project has taken a back seat due to the Special General Meeting.

ACTION: This information will be updated ahead of next Board meeting.



11. Return to Play Update

The CEO reported that, unfortunately, no definitive direction or information is forthcoming from viaSport. It has become evident that they learn the same information, at the same time as the public. These last few months has been difficult, but we now know that we will be operating under these restrictions until at least the end of April.

The Premier's announcement of the BCHL being approved has resulted in some confusion and frustration within the sport sector. Sport BC, of which we are a member, has formally written to the relevant political and ministerial staff to raise these concerns. Additionally, we are aware of several Provincial Sport Organisations also writing directly to those leaders to highlight their frustration. The CEO proposed that BC Rugby also write to those leaders asking for clarity on what parameters we could be considering to safely operate a league, as well as ask for a roadmap for sport gradually returning to normal. The Board debated this at length with no definitive outcome.

The CEO outlined delivery plans for the summer months on the assumption that Return to Rugby Phase 3 (i.e. non-contact rugby) will be permitted under the public health orders. The CEO also shared an outline of a Fall season for age-grade & senior club (document circulated) rugby that will be shared with members at the Special General Meeting. The plan prioritizes age-grade rugby, delays the declaration process until Clubs have been able to train without many restrictions, and accommodates a Return to Contact timeframe of five-weeks.

In response to a question, the CEO shared that viaSport will not be making a recommendation or directive on vaccination being a requirement, deferring to the Public Health Office.

12. CEO Report

Due to time, the CEO focused The CEO presented an updated Charter for the Competitions Committee which aligns with the current format of our most recent Charters. The new reporting commitment mimics the Discipline Committee.

MOTION: To approve the Competitions Committee Charter, incorporating the few minor edits discussed. Moved by T. Donaldson. Seconded by C. McGinley. Motion carried.

The CEO updated the Board on upcoming staffing changes, including the resignation of B. Walker to immigrate to Australia. Recruiting for the Marketing & Communications Coordinator has gone well, receiving over 70 applications. S. Thompson of Rugby Canada will be joining the CEO in conducting interviews next Friday. Over the next few months, the CEO will be rebuilding the staffing structure to ensure that we are resourced for the return to rugby. Board and the CEO agreed that the rugby department needs to be back to full strength this summer, prior to Club rugby resuming in September.

13. Any other business

No other business.

14. In camera session

The Board briefly went in camera.



15. Meeting adjournment

The meeting was adjourned at 8:25pm.

