



BC RUGBY BOARD OF DIRECTORS MEETING MINUTES

May 26, 2021
6pm – 8pm
Virtual Meeting

IN ATTENDANCE:

Mark Lewis, Chair
Tanya Donaldson (Arrived at 6:10pm)
Marvin Foss
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 heavy agenda and will endeavour to keep to task to conclude on time.

2. Acceptance of Meeting Agenda

Motion: To approve the agenda. Moved by M. Gordon. Seconded by M. Foss. Motion carried.

3. Declaration of Conflict of Interest

No conflicts declared.

4. Approval of March 31 Minutes

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

5. Director Roundtable

Deferred.

6. Vice-President (Internal) /Governance Report

The Vice-President reminded the Board of the open recruitment process undertaken and provided an overview of the professional qualifications and sporting/life experiences of the individuals selected to join the inaugural Safe Sport Committee.

Motion: To approve the Safe Sport Committee Membership of B. Bastovanszky, P. Benoit, E. Beaulieu, M. Charbonneau, J. Scott & O. Winsor. Moved by T. Donaldson. Seconded by C. McGinley. Motion carried.

The Chair reminded the Board that a Director will be required to join this Committee to chair and provide a direct link to the Board.



The Governance Committee has reviewed several recent membership applications but only present one application at this time for the Board's approval. Two other applications are still in dialogue with the Vice-President (Internal) and is anticipating a third application related to UBC wishing to commence youth programming targeting involvement at the PRCs.

Motion: To approve Thunder Rugby as an Affiliate Member of BC Rugby, based on the recommendation of the Governance Committee. Moved by T. Donaldson. Seconded by A. Snowden. Motion carried.

The Vice-President presented the Hall of Fame Charter for approval. The Charter has been reviewed by both the Hall of Fame Committee and the Governance Committee.

Motion: To approve the Hall of Fame Charter, based on the Governance Committee's recommendation. Moved by T. Donaldson. Seconded by C. McGinley. Motion carried.

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

The Vice-President (Finance) gave an overview of the April 22 meeting of the Finance Committee, including receipt of a Statutory Declaration from the CEO confirming obligations and compliance have been met as of March 31.

The VP (Finance) gave an overview of the agreed timeline and actions to undertake the audit, with the goal of presenting draft audited financial statement to the members at the June 19 AGM.

The VP (Finance) spoke to the draft year end report (documents circulated). It was highlighted to the Board the approved deferred income that appears on the Statement of Financial Position, which includes a complete deferral of Gaming grant funds. The net result is an increase in equity due to retained earnings – a complete reversal of the position that we thought we would be in this time last year. The VP (Finance) also highlighted the change in Accounts Receivable, which includes several write-offs that have been recorded as expenses on the Statement of Operations. The write-offs mostly relate to uncollected player or team fees that are dated older than 18 months.

Looking ahead, the VP (Finance) made the Board aware of new funding being available in this current fiscal and the Board discussed best use – whether to improve the year end position from the approved \$61k planned deficit or utilise new funding to support increased operations as we look to return to normal or balance both agendas. The Finance Committee will explore policy on budgeting and building equity.

8. 2022/23 BC Rugby Dues Schedule

The VP (Finance) provided an overview of the structure of the overall dues presented to participants and spoke to the objective of presenting the BC Rugby dues now. Namely, to demonstrate to the



membership that we do not intend to raise the BC Rugby membership dues, and to facilitate pre-registration in spring 2022. These will be presented at the AGM for the members to ratify.

The CEO highlighted the price change for excess medical change due to change in underwriter, who are providing a flat-rate for adults and minors.

Motion: To approve the 2022/23 BC Rugby Membership Dues as presented, to present to the membership for ratification. Moved by B. Strachan. Seconded by T. Donaldson. Motion carried.

9. 2021 Annual General Meeting

Motion: To approve the agenda for the 2021 Annual General Meeting. Moved by T. Donaldson. Seconded by M. Foss. Motion carried.

The Board agreed to extend an invitation to the Auditor to attend the AGM.

10. Director Nominees

The VP (Internal) provided an overview of the process undertaken by the Governance Committee, which included a call out to the membership for nominations. While there is a number of strong candidates in the wings, we wish to see them involved in Committees before joining the Board. A priority for the Governance Committee will be to further formalise the nomination process ahead of the 2022 AGM.

The VP (Internal) confirmed that we remain compliant with the BC Rugby bylaws, but we are now recruiting under our most recently updated Bylaws, meaning Directors are now committed to two-year terms, down from three.

Motion: To approve the Director nomination of Mark Lewis. Moved by T. Donaldson. Seconded by M. Lewis. Motion carried.

11. BC Rugby Strategic Planning – Intro to Data

The CEO presented year on year membership data, broken by age and gender, that showed a worryingly low retention rate. Overall growth is being achieved by a marginal difference in the number of new people joining to the number of people leaving. This trend is evident across the country and at the majority of large Clubs in BC.

This data will be presented to the membership in the fall as part of the planned feedback sessions on the preliminary Strategic Plan.

The Board then discussed amendments to the Strategic planning timeline and committed to adding a strategic planning meeting on June 29, ahead of an in-person session on August 14. These meetings will be lead by an external strategic planning facilitator.



12. CEO Update

The CEO provided an overview on the four nominees to join the Competition Committee, based on the updated Charter. This Committee will include a BCRRS representative, and we are waiting on their nomination.

Motion: To approve the membership of A. Burley, J. Lyall, G. Haigh and S. Slay on the BC Rugby Competitions Committee. Moved by M. Gordon. Seconded by T. Donaldson. Motion carried.

The CEO provided an update on Return to Play and related health orders. No material updates to BC Rugby's plan are required at this point as viaSport has yet to provide clarity on the sport requirements. They have indicated that they will be switching from being prescriptive towards fully withdrawing guidelines, deferring to each sports' governing body.

The remaining few unsanctioned clubs are working through their Safety Plans, and we are expecting to see a summer season for the Interior and Northern based clubs. We are in direct contact with those Clubs and discussing what's going to be feasible and desired by the players.

BC Rugby is currently recruiting coaches to work at the HP Summer camps, which are now open for players to register. We have already received 36 applications, which remain open until June 6. Canada Summer Job funded positions are also being advertised.

Looking ahead to the Fall, it's increasingly looking like inter-club rugby will be able to commence this fall. We remain hopeful that all the hoops can be jumped for the HSBC Canada 7s to take place this September. The BC Rugby CEO has been invited to a sport roundtable hosted by Hon. Melanie Mark and Dr. Bonnie Henry.

The CEO also provided an overview to the new website layout, as well as the launch of the partnership with The Rugby Shop.

13. Rugby Canada Update

The President provided an overview of the Rugby Canada AGM and business meetings which virtually took place May 12, 15 & 16. BC Rugby was represented by all members of the Executive Committee.

The President provided the Board with some key outcomes of the meetings, which covered a diverse set of topics. The AGM included a full presentation of Rugby Canada financials, now back on schedule. A robust recruitment and nomination process, which the President was involved in, has lead to a strong, diverse group of Directors join the Rugby Canada Board.

14. Any other Business

The President reminded the Directors to action their assigned Club Conversations. The VP (Internal) also reminded the Board of needing their involvement in the CEO review.



15. In camera session

The Board briefly went in camera.

16. Meeting closure

The meeting was closed at 8:00pm.