



BC RUGBY BOARD OF DIRECTORS MEETING MINUTES

February 1, 2022

5pm to 7pm

Zoom

IN ATTENDANCE:

Mark Lewis, Chair
Tanya Donaldson
Marvin Foss
Connie McGinley

Bob Strachan
Matt Gordon
Alan Snowden
Annabel Kehoe

CALL TO ORDER: Mark Lewis, 5:00pm

1. Opening of Meeting & Chair's Comments

The Chair noted a full agenda and thanked everyone for their attendance.

2. Acceptance of Meeting Agenda

Motion: To approve the agenda as discussed. Moved by C. McGinley. Seconded by M. Foss. Motion carried.

3. Declaration of Conflict of Interest

No conflicts declared.

4. Approval of Minutes

Motion: To approve the minutes from the November 23rd, 2021 Board Meeting. Deferred, will be actioned via consent resolution.

Action items were reviewed, and the following remain as outstanding:

- Tracked changes in Code of Conduct to refer to source of change (i.e. alignment with Rugby Canada, BC UCC, UCCMS or internal improvement) and be clear in use of “adopted” and “adapted”.
- Safe Sport Committee to review adoption of UCC language of “all personal goals” and considering reasonable limits to protect values of Rugby and/or the common good.

5. President's Report

The President provided the Board an overview of several Rugby Canada items, including the process of their CEO recruitment and the Board appointment of J. Levchuk to interim CEO. Finances continue to be an area of focus, but anticipate the AGM to take place as scheduled with audited statements. As a member of the Nominations Committee, the President reported that the Board Nomination



process is underway for the AGM with the Committee aiming to provide two nominees for consideration.

6. Vice-President (Finance) Report

The Finance Committee, having met on January 24, present financial statements as at December 31, 2021 (materials circulated). The VP (Finance) spoke to the Statement of Financial Position, highlighting the high cash position due to several deferred revenues.

The CEO followed the VP (Finance) in providing the Board with details on the Statement of Operations, speaking to the variance reported, highlighting the decision to utilise the BC Amateur Sport League Fund to cover the cost of officiating for both age-grade and senior fall leagues.

Adjustments to Q4, including the removal of any planned activities around the now postponed HSBC Canada 7s Vancouver Tournament, were presented showing the improved projected year end position from what was budgeted. Cash flow forecasting shows the continuation of a high cash position.

Motion: To approve the Q3 Financial Statements as presented and as recommended by the Finance Committee. Moved by B. Strachan. Seconded by A. Snowden. Motion carried.

The VP (Finance) updated the Board on the initiation meeting with the appointed auditors and the timeline that will be followed.

7. Vice-President (Internal) Report

The VP (Internal) provided the Board an overview of the process and information considered by the Governance Committee in considering a membership application from the Powell River Otago Rugby Club.

Motion: To approve Delegate Voting Membership for Powell River Otago Rugby Club as recommended by the Governance Committee. Moved by T. Donaldson. Seconded by C. McGinley. Motion carried.

The VP (Internal) thanked the Board for completing the updated skill matrix ahead of a Board Recruitment process that will aim to fill all seats available at this year's AGM. A nomination process is still be designed and implemented but propose to take a targeted approach this year to address skill and demographic needs. This will still include recruitment from the community, particularly from Committees, but will look to utilise third-party agencies to support that recruitment.

The VP (Internal) thanked the many Directors that attended the Strategic Plan Focus Groups last week, and the Board have been provided collated results from the community survey. Over 500 respondents answered most questions, of which over 40% respondents indicated their most prominent role with Rugby is as a player, and 20% as a parent/guardian of a player(s).



ACTION: The Chair requested the Board to access the survey results, as an important task to complete.

The Directors discussed the direction of the Strategic Plan, and the need to balance the role of the organization to support the Member Organizations (i.e. Clubs) while meeting our obligations in providing a high performance pathway to national programs.

It was agreed that the Board required an additional meeting to the current schedule to focus on Strategic Plan.

8. Safe Sport Committee Report

Tabled. The Committee has not yet met in 2022.

9. Hall of Fame Committee

Motion: To approve Todd Pritchard as a (7th) member of the Committee. Moved by C. McGinley. Seconded by M. Lewis. Motion carried.

A nomination process will be announced shortly to have a Hall of Fame induction event in June 2022. The Board will be presented with the list of nominees for approval.

ACTION: The President and C. McGinley to collaborate on providing a Letter of Support for a Victoria Sports Hall of Fame nomination.

10. CEO Report

The CEO provided an update on how the spring season is fairing through both weather and covid restrictions.

The CEO shared with the Board the level of harassment staff are currently receiving regarding the vaccine mandate, predominately via email but a group of 5 ppl did try to access the staff at their Vancouver offices. The staff were kept safe due to WeWork staff responding quickly, and onsite security staff handling the situation. It's believed these ppl are not members of BC Rugby.

The Board then discussed how BC Rugby's COVID Mandatory Vaccine Policy is keeping in step with how the proof of vaccination is being managed at a Provincial level, including changes to definitions of 'full vaccination'. The Board discussed the added risks of our contact sport, the ad hoc application of current PHOs to sport delivery, high performance teams needing to show proof of vaccination to participant in National competitions (i.e. Canada Summer Games), logistical implementation, and nuances for under 12 participants and rugby programming for this younger group.

Motion: To amend the BC Rugby COVID Mandatory Vaccination Policy to mirror the current, applicable BC Public Health Orders. Moved by A. Snowden. Seconded by C. McGinley. Motion defeated.





ACTION: Based on discussions, the CEO is to present amendments to the Board for approval via consent resolution.

Due to time constraints, the operational updates were not spoken to, but reports were circulated. The CEO provided an update on a position to be shortly advertised for an Executive Coordinator, reporting directly to the CEO.

11. Board Calendar

The Board agreed to reschedule the March meeting to March 22, 2022. To accommodate an additional Strategic Planning meeting, the Board agreed to meet on March 1.

12. Any Other Business

No other business.

13. In Camera

The Board went in camera.

14. Meeting closure

The meeting was closed at 7:20pm.