



BC RUGBY BOARD OF DIRECTORS MEETING MINUTES

March 29, 2022

4pm to 6pm

Zoom

IN ATTENDANCE:

Mark Lewis, Chair
Tanya Donaldson
Marvin Foss
Connie McGinley

Bob Strachan
Matt Gordon (Arrived at 4:15 PM)
Alan Snowden (Arrived at 4:30 PM)
Annabel Kehoe

CALL TO ORDER: Mark Lewis, 4:00 pm

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 M Lewis. Seconded by C. McGinley. Motion carried.

3. Declaration of Conflict of Interest

No conflicts were declared.

4. Approval of Minutes

Motion: To approve the minutes from the February 3rd, 2022, Board Meeting. Moved by M. Foss. Seconded by C. McGinley. Motion Carried.

Motion: To approve the minutes from the March 1st, 2022, Board Meeting. Moved by M. Foss. Seconded by C. McGinley. Motion Carried.

5. President's Report

The President provided the Board with an overview of Rugby Canada's High-Performance Report and an update on Rugby Canada's CEO search. The Board was notified of Rugby Canada's AGM being hosted on the second weekend of May in Winnipeg.



6. Vice-President (Finance) Report

The Finance Committee provided the Board with an update on the year-end audit timeline, mentioning discussions between the CEO and the Finance Committee on items that need to be addressed before March 31st. The target date to close the 2021-22 books and give the auditor access is April 25th.

The Finance Committee, having met on March 3rd, 15th, and 22nd, provided an update on the status of the 2022/2023 budget. The Finance Committee highlighted the necessity of sustainability of BC Rugby's budget and a positive cash position at the end of the 2021/2022 fiscal year.

The Finance Committee provided an overview of expiring COVID-19 funding and deferred revenue for the 2022/2023 budget, calling to attention that these revenue sources will not be available in the coming years. The CEO presented the proposed deficit for 2022/2023, the Finance Committee recommended the board approve this proposal.

The CEO discussed how the budget has been designed so when the new CEO is instated, there will be a clear direction for each account. In discussion with the board, the CEO detailed how the net proceeds of Canada 7s will be posted as deferred revenue in the next year's budget. The CEO clarified that the reported revenue for 2022/2023 is a conservative estimate.

Motion: To approve the 2022/2023 budget as recommended by the Finance Committee. Moved by B. Strachan. Seconded by C, McGinley. Motion carried.

The Financial Committee provided an overview of unfunded programs. The CEO has provided a list of unfunded programs that the Financial Committee would like to prioritize for sourcing third-party funding. Once the 2022/2023 Budget is passed, the Finance Committee would like to request the staff to develop a small, limited business case for each opportunity to present to the stakeholder's committee.

7. Vice-President (Internal) Report

The VP discussed the timeline of Board and Committee nominations. The VP highlighted that to be compliant with the bylaws, the next board meeting may need to be adjusted for nomination presentation. May 9th is the target date to have a finalized list of nominees to be presented on May 17th at the Governance Committee meeting. The VP highlighted the venues that the promotion for Board nomination will take within and outside of the BC Rugby community. In response to a question, the VP clarified the status of the internal search for committee members.

The Strategic Plan is currently an internal document, The VP highlighted the discussion regarding the vision statement split into an external 'elevator pitch' vision and an internal 'envisioned future' that describes the vision descriptively. Upon opening the subject, the Directors discussed the intent of the vision's wording and whether the vision is a comparative statement to other rugby communities. The



VP noted that the pillars of the strategic plan have not changed since the last board meeting. The VP presented the key indicators and strategic initiatives to the board and acknowledged that these items will change throughout the life of the strategic plan. In response to a question, the CEO clarified how the key indicators will tie the strategic initiatives to a tangible goal. The CEO presented the draft Strategic Plan to the board as a preliminary example of the final document that will be available to the public, including an outline for releasing the plan to the public.

Motion: To accept the strategic plan as presented by the VP (Internal). Moved by T. Donaldson. Seconded by C. McGinley. Motion Carried.

8. Safe Sport Committee Report

Tabled. The Committee has not yet met in 2022.

9. Hall of Fame Committee

The Directors discussed the status of the Hall of Fame nominations. The CEO discussed the progress of the staff on the event planning for the Hall of Fame presentation and dinner.

10. CEO Report

The CEO presented 3 nominations to the Board to bolster the competitions committee after a public call-out to members for nominations.

Motion: To approve the nomination of Jeremy Cundy & Chris Seyler as presented by the CEO. Moved by M. Gordon. Seconded by C. McGinley. Motion Carried.

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. The CEO recommended following suit with the Provincial Health Order, suspending the Mandatory Vaccine Policy on April 8th, when the Provincial Health Order will expire. In discussion with the Board, The CEO clarified that this policy suspension will not contradict Rugby Canada's agreement, which requires provincial unions must follow the guidance of their respective province's health restrictions.

Motion: To give the BC Rugby CEO the authority to suspend the application of the BC Rugby COVID Mandatory Vaccination Policy effective April 8th, 2022, provided that such decision aligns with the current guidance from the BC Public Health Officer. Moved by M Lewis. Seconded by B Strachan. Motion Carried.

The CEO then presented the status of BC Rugby's Operational Plan. The CEO highlighted that the summer of 2022 will be busy, summarizing the list of the events to take place. The Board was also



brought to the attention that with approval of the budget, BC Rugby will be providing sponsorship to the Vancouver Rogues in participating in the Bingham Cup.

The CEO then notified the Board of the completion of interviews and selection of a candidate for the position of Executive Coordinator who will be joining the staff full-time after the Easter holiday.

11. Board Calendar

The CEO notified the Board that if they wish to attend the Canada 7s events, to confirm with the CEO so that invitations can be sent to them. The CEO also requested that if available, the Board members be present for the Senior Club Finals on May 7th.

12. Any Other Business

No other business.

13. In-Camera

The Board went in camera.

14. Meeting closure

The meeting was closed at 5:30 pm.