



2021 BC Rugby Annual General Meeting Minutes

Zoom Conference Call

(Pre-registration required for access)

Saturday, June 19, 2021

10am-11:30am

Online log-in/registration from 9:45am

1. Call to Order – 10:10am

Mark Lewis, President, calls to order the 2021 BC Rugby Annual General Meeting.

A moment of silence was observed to honour the young lives lost through the residential school system and the many Indigenous communities across Canada grieving this loss.

2. Election of Chair

Section 4.4(a) of the BC Rugby Bylaws provides that the President is entitled to preside as Chair a general meeting if the President is able and willing to do so. The President confirmed that he is able and willing.

3. Confirmation of Quorum

For the 2021 Annual General Meeting, there is a total of 6562 votes allocated to 61 Voting Members.

- Number of members at the 2021 AGM: 23
- Number of votes present at the 2021 AGM: 4589 – 70% of allocated votes present

In accordance with Section 4.5 (b) of the BC Rugby Bylaws, a quorum is present.

4. Adoption of the Agenda

Motion 1 – To accept the agenda of the 2021 BC Rugby Special General Meeting.

- Moved by: Mark Lewis, President
- Seconded by: UBCOB Ravens
- Results: Motion passed unopposed

5. Approval of 2020 Minutes

Motion 2 – To accept the minutes of the 2020 BC Rugby Annual General Meeting

- Moved by: Mark Lewis, President
- Seconded by: United Rugby Club
- Results: Motion passed unopposed



6. President's Report – Mark Lewis

- Mark opened by sharing that the past season was another difficult one but we should be using this opportunity to explore new and different ways to find success in attracting and retaining players, volunteers and supporters.
- Over the past year, we saw growth in mini programs, by clubs who previously did not run these programs. Clubs should continue to find ways to engage age-grade players in the Fall and consider touch rugby and local “house” leagues.
- The BC Rugby Board was very active in the past year, meeting twice as often as normal. New members were welcomed to the Governance and Finance committees. The current Strategic Plan will be updated for 2022 and preliminary work has begun to update the plan.
- A charter was approved for our Safe Sport Committee. This committee provides oversight and reports on injury and concussion statistics, and help develop policies and initiatives that set high standards for Safety, Integrity, Respect and Inclusion for All.
- Mark finished his speech by acknowledging the commitment of the entire Board of Directors

7. Report of the Vice-President (Finance)

- Mark introduced Andrew Westman, CPA, CA, Partner in our audit firm of Rolfe Benson. Andrew spoke on the audit and presented our financial statements. In Bob's absence, Annabel provided comments after Andrew's presentation on specific numbers and details of financial operations as it relates to members.

Motion 3 – To appoint Rolfe Benson as the auditor for the 2021-22 fiscal year.

- Moved by: Mark Lewis, President
- Seconded by: UBCOB Ravens
- Results: Motion passed unopposed

Motion 4 – To ratify the BC Rugby Individual Membership Dues as presented for the 2022-23 fiscal year.

- Moved by: Mark Lewis, President
- Seconded by: United Rugby Club
- Results: Motion passed unopposed

8. Report of the Vice-President (Internal) – Tanya Donaldson

- The first half of the year was spent on making by-law revisions, held multiple town halls then voted on changes at the SGM.



- Board committee charters – safe sport committee was formed, hall of fame committee charter was updated
- Received 8 application for delegate voting memberships and affiliate memberships – 6 are approved at this time, and there are still pending applications at this time
- Introduced a more formal application process for membership application. The Governance committee created a form and are continuing to revise this
- The Governance committee will create a membership renewal process for clubs to submit annual reporting and societies report prior to the start of each season
- Club conversations are ongoing

9. Planning for the 2022 AGM

Motion 5 – To approve the Voting Entitlement for the 2022 Annual General Meeting to be the Voting Entitlement recognized at the 2020 Annual General Meeting due to the indefinite suspension of rugby activities by Rugby Canada on April 3 in response to the COVID-19 pandemic. Any new Voting Members who joined in the 2019-20 and/or 2020-21 membership year, would be granted a Voting Entitlement based on their membership as at August 31, 2021.

- Moved by: Mark Lewis, President
- Seconded by: Fort St. John Rugby Club Association
- Results: Motion passed unopposed

10. Election of Directors

Motion 6 – To elect Mark Lewis to the BC Rugby board for a second term.

- Moved by: Tanya Donaldson, Vice-President
- Seconded by: Abbotsford RFC
- Results: Motion passed unopposed

11. New Business

- Annual Report
- Return to Play Plans & Protocols
- Committee Chairs for 2021-22

12. Termination of Meeting

Motion 7 – To terminate the 2021 BC Rugby Annual General Meeting.

- Moved by: Mark Lewis, President
- Seconded by: Vancouver Thunderbirds
- Results: Motion passed unopposed

Meeting adjourned 11:15am