



MINUTES

MAY 13 2015

6:30 PM – 9:00 PM

CONFERENCE CALL

MEETING	Board of Directors
CHAIR	Lisa Davison, President
SECRETARY	Norm Parry, Secretary
MEETING MINUTES	Penny Gardner, Staff
ATTENDEES	Lisa Davison, Dawn McGuire Reeves, Norm Parry, Raymond Wong, Penny Gardner (Staff ex-officio)
REGRETS	Ayaz Amlani, Alexandra Emlyn
ABSENT	

Agenda Topics

6:30 – 6:35 P.M. 1.0 WELCOME & OPENING COMMENTS

LISA DAVISON

DISCUSSION	Item 1.0 - Welcome: President, Lisa Davison welcomed everyone to the meeting. There is a lot to talk about. This is a very busy time for Penny and many of the Board.		
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CONCLUSIONS	<ul style="list-style-type: none"> The meeting was called to order at 6:33 p.m. PDT. Attendance was taken and quorum was reached. 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

6:35 – 6:40 P.M. 2.0 APPROVAL OF AGENDA

LISA DAVISON

DISCUSSION	<ul style="list-style-type: none"> The Chair called for additions to the agenda and any items from the consent items to be moved to new business. 		
	MOTION: That the agenda be adopted as amended " MOVED Dawn McGuire Reeves SECONDED Raymond Wong CARRIED		
CONCLUSIONS	•		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

6:40 – 6:45 P.M. 3.0 CONSENT AGENDA

LISA DAVISON

DISCUSSION	<ul style="list-style-type: none"> Meeting participants confirmed all items were reviewed. The President called for a motion to approve the consent items 		
	MOTION: "That the consent agenda items are approved as listed in the agenda of May 13 2015." MOVED Raymond Wong SECONDED Dawn McGuire Reeves CARRIED		
CONCLUSIONS	• Motion to accept consent agenda items as listed in the agenda.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Meeting minutes to be reviewed and updated with any friendly amendments before posting	Norm Parry, Penny Gardner	May 27, 2015	

Post and circulate as directed	Penny Gardner	May 27, 2015
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6:45 – 8:40 P.M.

4.0 INFORMATION, DISCUSSION & DECISION

LISA DAVISON

DISCUSSION	<p>Item 4.1 - Finance Report The finance report was presented by Penny Gardner in the absence of the Treasurer. The year end for Badminton BC is May 31st. Year-end activities are underway and we are looking good at this point in an effort to close the books by early June. The audit is schedule to begin June 16th. The year-end projected deficit will be greater than stated. This is due directly to underperforming in self-generated revenue programs and services. Expense reduction is noted but these efforts where did not off-set lack of new revenue. Penny is working with a revenue generation coach to look for strategies to maximize our opportunities with our revenue sources, such as the Gaming Grant. In terms of the gaming support, Badminton BC is well positioned compared against similar sport organizations. In 2015-2016 the Badminton BC application will request \$120,000. Currently the reference level is \$85,000. Moving forward in 2015-2016 the focus will need to be on a diversification and self-generated revenue. All programs and services will be evaluated for quality and appropriate pricing to ensure the fee for services is appropriately priced ensuring market value and costs for the product/ service is covered.</p> <p>Item 4.2 - 2015-2016 Operating Budget A draft Operating Budget was tabled to next meeting for presentation by the Treasurer.</p> <p>Item 4.3 -Membership Review Task Force Report The report of the Membership Review Task Force was presented by Raymond. The task force has completed a significant amount of research over the last few months. They are recommending a tiered membership system and fee structure - club membership plus competitive, recreational and a one-event membership. The Board discussed the draft report. The Task Force will conclude the work and present the draft report to the Board at next meeting. The report will then move to consultation with the stakeholders prior to presentation at the AGM for approval.</p> <p>Item 4.4 -Badminton Canada Board Nomination & AGM The Board discussed if there was anybody else we would like to nominate to sit on the Badminton Canada Board. John Cowan will be running for the position. There were no other suggestions. Possible motions to present at the AGM. 1. Badminton BC should be the sanctioning the roster of BC athletes meeting eligibility criteria for participation at National Junior and Senior Championships. 2. Badminton Canada shall produce a hosting manual for to assist Hosting Committees deliver Badminton Canada events. Penny will produce the Badminton BC Annual Report for submission. The President and Executive Director will attend the event on behalf of Badminton Canada.</p> <p>Item 4.5 - Badminton BC- Board Nomination Process Dawn McGuire Reeves, Raymond Wong and Alexandra Emlyn are mid-term Board members and do not need to be elected at this AGM. The timelines for nominations process were reviewed. The AGM is planned for September 19th in Vancouver. There will be an information package prepared which will identify the focus for the Board, including that it will be a working Board as there are so few staff positions. Governance of BBC will be a focus area in the immediate future. Lisa will engage the Board on questions that will need to be asked for nominations. Lisa will prepare a draft package for review and approval at the next Board meeting.</p>	
	<p>MOTION: "To accept the Membership Review Task Team report as presented and defer any timelines until after the September Annual General Meeting of Badminton BC"." MOVED Norm SECONDED Lisa CARRIED</p>	
CONCLUSIONS	<ul style="list-style-type: none"> • The operating budget will need to be realistic in response to the associations' current fiscal restrictions. • The MRTF report is solid and proposes realistic recommendations moving forward. 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

Lisa will prepare a draft nomination package for review by the Board prior to the next Board meeting.	Lisa Davison	June 13, 2015
Penny will meet all the reporting and registering compliances for Badminton BC's participation in the AGM.	Penny Gardner	May 22, 2015

8:25 P.M. - 8:25 P.M. 5.0 NEW BUSINESS

LISA DAVISON

DISCUSSION	<ul style="list-style-type: none"> There was no new business 	
CONCLUSIONS	<ul style="list-style-type: none"> 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

8:25 – 8:45 P.M. 6.0 BOARD DEVELOPMENT

LISA DAVISON

DISCUSSION	<ul style="list-style-type: none"> Penny will disseminate information on succession planning 	
CONCLUSIONS	<ul style="list-style-type: none"> Any successful succession planning initiative begins with the Board nomination process 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Review information provided	Board	No deadline

8:45 – 9:00 P.M. 7.0 IN CAMERA

LISA DAVISON

DISCUSSION	<ul style="list-style-type: none"> Items were discussed without the Executive Director present 	
CONCLUSIONS	In-camera session completed	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Lisa to debrief the Executive Director on outcomes of discussion	Lisa Davison	May 14, 2015

9:00 P.M. ADJOURNMENT

LISA DAVISON

DISCUSSION	Meeting was adjourned at 9:00 p.m.	
SUMMARY OF ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Meeting minutes to be reviewed and updated with friendly amendments before posting	Norm Parry, Penny Gardner	May 27, 2015
Post and circulate as directed	Penny Gardner	May 28, 2015

Next meeting is re-scheduled to **Wednesday, July 15, 2015** at **6:30 p.m. PDT** by conference call

MINUTES SUBMITTED	Norm Parry, Secretary
MINUTES REVIEWED	Lisa Davison, President
APPROVED BY BOARD	July 15, 2015

PRESIDENT	<i>Helena</i>
SECRETARY	<i>Neveah R</i>