



MINUTES

DECEMBER 10, 2016

9:30AM – 10:30AM

CONFERENCE CALL

MEETING	Board of Directors
CHAIR	Dawn McGuire Reeves, President
SECRETARY	Henry Wong
MEETING MINUTES	Penny Gardner, Executive Director
ATTENDEES	Colleen Van Mook, Dennis Brown, Dawn McGuire Reeves, Henry Wong, Penny Gardner (Staff), Alvin Lau (Staff)
REGRETS	Daisy Lee
ABSENT	

Agenda Topics

9:30AM – 9:34AM 1.0 WELCOME & OPENING COMMENTS DAWN MCGUIRE REEVES

DISCUSSION	Item 1.0 – Welcome	
	<p>As the Board is together today for an orientation session it is beneficial to get a couple of matters address as a result. Dawn expressed her frustration about the lack of communication by the Board. She is hoping for some feedback toward moving forward towards communicating better. The meeting was called to order and roll call taken.</p>	
CONCLUSIONS	<ul style="list-style-type: none"> The meeting was called to order at 9:32 p.m. PST. Roll call was taken; quorum was met, and the meeting proceeded. 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

9:34AM – 9:37AM 2.0 Approval of Agenda DAWN MCGUIRE REEVES

DISCUSSION	Item 2.0 - Approval of Agenda	
	<p>The President called for an approval of the agenda.</p> <p>MOTION 1: "RESOLVED, to approve the agenda of December 10, 2016 as circulated." MOVED: Dennis Brown SECONDED: Colleen Van Mook CARRIED</p>	
CONCLUSIONS	<ul style="list-style-type: none"> Agenda was moved to and the meeting proceeded. 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

6:37PM – 6:44PM 3.0 CONSENT AGENDA ITEMS DAWN MCGUIRE REEVES

DISCUSSION	<ul style="list-style-type: none"> Motion to move an amended consent agenda. Item 3.1 and 3.3 was removed and the President called for a motion to approve the Consent Agenda as amended.
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<p>MOTION 2: "RESOLVED, to approve the Consent Agenda items of December 10 2016, as follows:</p> <ul style="list-style-type: none"> • 3.1 Board Meeting Minutes - Nov 2 2016 • 3.2 Hosting BC Grant <p>MOVED: Colleen Van Mook SECONDED: Dawn McGuire Reeves CARRIED</p>		
CONCLUSIONS	<ul style="list-style-type: none"> • Meeting minutes of Nov 2 2016 were approved. • Information in the Hosting BC Grant letter will be discussed during item 4.3 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Meeting minutes dated Nov 2, 2016 to be filed and posted	Penny Gardner	December 30 2016

9:44AM – 10:26AM 4.0 INFORMATION, DISCUSSION & DECISION

DISCUSSION	<p>Item 4.1 – Officials Remuneration (Alvin Lau) Alvin Lau spoke to the briefing note regarding the issue of officials’ recruitment and remuneration. The briefing note was included in the Board package and there was considerable discussion.</p> <p>Motion 3 - Officials Remuneration RESOLVED, "to approve the recommendation of the Officials Committee and increase the officials daily per diem and meal provision inclusion effective January 1, 2017 for all circuit events and Provincial Championship events with an approved implementation plan by the 2017 Provincial Championships." MOVED: Dawn McGuire Reeves SECONDED: Dennis Brown CARRIED</p> <p>Action: Alvin will develop a communication for message suitable for the BBC website and then provide for Ken Thiesen communications to be sent to Tournament Directors advising of the change and the impact to them for the remainder of the season and what to plan. Create the implementation plan for delivery prior to the 2017 Provincial Championships and suitable adoption to the Hosting Guidelines. Develop a communication message to officials suitable for email delivery.</p>
	<p>Item 4.2 - Governance Structure Updates - Committees (Penny Gardner) Discussion was held regarding the continued recruitment of Directors best fitting the skill matrix developed last spring. The Nominations Committee for 2016-2017 will be those Directors not up for election in 2017 - Dawn McGuire Reeves, Dennis Brown, and Daisy Lee.</p> <p>Action: committee to meet by mid-December to identify potential candidates and report back in the February 8 meeting.</p>
	<p>Item 4.3 - Event Hosting Strategy (Penny Gardner)</p> <ul style="list-style-type: none"> • Reference document Item 4.4-Event Hosting Strategy Discussion • Executive Director, Penny Gardner presented an update on the event hosting strategy specifically a feasibility assessment of the 2017 Para Badminton National Championship in September 2017 • Hosting this event would also include the BCAN AGM. • Request to motion the approval of the 2017 Para Badminton National Championship
	<p>Motion 4 - 2017 Para Badminton National Championship RESOLVED "To accept the recommendations of the feasibility report and confirm to Badminton Canada in writing the intent of VLTBC (BBC) to host of the 2017 Para Badminton National Championship by December 15, 2017." MOVED: Dawn McGuire Reeves SECONDED: Colleen Van Mook CARRIED</p> <p>Action: Send letter to BCAN to confirm hosting of the 2017 Para Badminton National Championship in September 2017. Dates to be confirmed following consultation with the host club.</p>
	<p>Item 4.4 - Nominations to the 51st Sport BC AOY Awards (Penny Gardner)</p>

The work of the Awards & Recognition Committee has been completed for nomination to the 51st Sport BC AOYA Awards. The request is to have the nominations ratified for submission. They are:

Category	Nominee
HS Female Athlete of the Year	Jenna Wong
Coach of the Year (Female)	Janice Walker
Junior Female Athlete of the Year	Qingzi Ouyang
Coach of the Year (Male)	Ram Nayyar
Senior Male Athlete of the Year	Toby Ng
Daryl Thompson Award	Abdul Shaikh

**Motion 5 - 51st Sport Athlete of the Year Award Nominations
RESOLVED**

"to ratify the nominations submitted by the Awards & Recognition Committee for the 51st Sport BC Athlete of the Year Awards.

MOVED: Dennis Brown | **SECONDED:** Colleen Van Mook | **CARRIED**

Item 4.5 - Nominations to the 51st Sport BC President's Awards (Penny Gardner)

The Board reviewed a list of candidates for this prestigious annual award. The choice was unanimous.

**Motion 6 - 51st Sport BC President's Award
RESOLVED**

"to confirm **Mike Mitson** as the 2016 Sport BC President's Award nominee in 2016."

MOVED: Dawn McGuire Reeves | **SECONDED:** Dennis Brown | **CARRIED**

CONCLUSIONS

- New Officials remuneration scale approved effective January 1, 2017 and implemented by the 2017 Provincial Championships
- Board recruitment activities continue with pace.
- Event Hosting Strategy - BBC confirms to host 2017 Para Badminton National Championship at VLTBC; confirmed the need for a 2017 Para Badminton Provincial Championship and respond to Badminton Canada.
- 51st Sport BC Athlete of the Year Awards Nominees ratified
- 51st Sport BC President's Award Nominee ratified

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

Alvin Lau to develop a website communication of this change and create an implementation plan for communication to Tournament Directors (through Ken), officials' membership, and other tournament hosts. For website posting and to provide all details to Ken.	Alvin Lau, Ken Thiesen	Dec 30 2016
Nominations Committee to meet by mid-December to identify potential candidates and report back in the February 8 meeting.	Dawn McGuire Reeves	February 8, 2017
Dawn McGuire Reeves will coordinate a meeting of the Nominations Committee to identify a list of possible Director candidates and assign recruiters.	Dawn, Dennis, Daisy	Dec 15 2017
Executive Director to write a letter to BCAN confirming hosting of the 2017 Para Badminton National Championship	Penny Gardner	Dec 15 2016
Executive Director to inform Competitions Committee Chair to add a 2017 BC Para Badminton Championship to the menu of Championships. VLTBC will host as test event for the Nationals.	Penny Gardner	Jan 30 2017
Inform the Chair of ARC regarding ratification of SBC AOYA nominees and Presidents Award nominee to the 51 st Awards in March 2017 and inform nominees they have been nominated.	Penny Gardner - Staff Liaison	Dec 30 2017

DISCUSSION	Item 5.1 2017 WCTC Coaching Staff <ul style="list-style-type: none"> Ratification of the 2017 WCTC coaches. MOTION 7 - 2017 WCTC Coaching Staff RESOLVED, "to ratify the nomination of Thushan De Silva and Phyllis Chan as coaches to the 2017 Western Canadian Team Championship event." MOVED: Dawn McGuire Reeves SECONDED: Henry Wong CARRIED	
CONCLUSIONS	<ul style="list-style-type: none"> 2017 WCTC Coaches selected and ratified. 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Proceed with extending contracts to the 2017 WCTC coaches	Penny Gardner	Dec 30 2017

ADJOURNMENT

	The President called for a motion to adjourn. The meeting was adjourned at 10:57AM	
CONCLUSIONS	<ul style="list-style-type: none"> Meeting adjourned 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
SUMMARY OF APPROVED MOTIONS	MOTIONED	SECONDED
MOTION 1: "RESOLVED, to approve the agenda of December 10, 2016 as circulated."	Dennis Brown	Colleen Van Mook
MOTION 2: "RESOLVED, to approve the Consent Agenda items of December 10 2016, as follows: 3.1 Board Meeting Minutes - Nov 2 2016 3.2 Hosting BC Grant	Colleen Van Mook	Dawn McGuire Reeves
MOTION 3: Officials Remuneration Scale RESOLVED, "to approve the recommendation of the Officials Committee and increase the officials per diem and meal provision inclusion effective January 1, 2017 for all circuit events and Provincial Championship events with an approved implementation plan approved by the Provincial Championships."	Dawn McGuire Reeves	Dennis Brown
MOTION 4: 2017 Para Badminton National Championship RESOLVED, "To accept the recommendations of the feasibility report and confirm to Badminton Canada in writing the intent of VLTBC (BBC) to host of the 2017 Para Badminton National Championship by December 15, 2017."	Dawn McGuire Reeves	Colleen Van Mook
MOTION 5: 51st Sport Athlete of the Year Award Nominations RESOLVED, "to ratify the nominations submitted by the Awards & Recognition Committee for the 51 st Sport BC Athlete of the Year Awards.	Dennis Brown	Colleen Van Mook
MOTION 6: 51st Sport BC President's Award RESOLVED "to confirm Mike Mitson as the 2016 Sport BC President's Award nominee in 2016."	Dawn McGuire Reeves	Dennis Brown
MOTION 7: 2017 WCTC Coaching Staff RESOLVED, "to ratify the nomination of Thushan De Silva and Phyllis Chan as	Dawn McGuire Reeves	Henry Wong

coaches to the 2017 Western Canadian Team Championship event.”		

SUMMARY OF ACTIONS	PERSON RESPONSIBLE	DEADLINE
Meeting minutes dated Dec 10 2016 are to be completed and circulated prior to the next scheduled meeting of the Board.	Penny Gardner	January 30 2016
Alvin Lau to develop a website communication of this change and create an implementation plan for communication to Tournament Directors (through Ken), officials’ membership, and other tournament hosts. For website posting and to provide all details to Ken.	Alvin Lau, Ken Thiesen	Dec 30 2016
Dawn McGuire Reeves will coordinate a meeting of the Nominations Committee to identify a list of possible Director candidates and assign recruiters.	Dawn, Dennis, Daisy	Dec 15 2017
Executive Director to write a letter to BCAN confirming hosting of the 2017 Para Badminton National Championship	Penny Gardner	Dec 15 2016
Executive Director to inform Competitions Committee Chair to add a 2017 BC Para Badminton Championship to the menu of Championships. VLTBC will host as test event for the Nationals.	Penny Gardner	Jan 30 2017
Inform the Chair of ARC regarding ratification of SBC AOYA nominees and Presidents Award nominee to the 51 st Awards in March 2017	Penny Gardner	Dec 30 2017
Proceed with extending contracts to the 2017 WCTC coaches	Penny Gardner	Dec 30 2017

Next meeting is scheduled for **Wednesday, February 8 2016 @ 6:30 p.m.** by conference call.

MINUTES SUBMITTED	Penny Gardner, Executive Director
MINUTES REVIEWED	Henry Wong, Secretary
APPROVED BY BOARD	February 8, 2017
PRESIDENT	
SECRETARY	