



MINUTES

SEPTEMBER 18 2015

3:00 PM – 9:00 PM

FORTIUS SPORT & HEALTH - MONTREAL RM

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| MEETING | Board of Directors |
| CHAIR | Lisa Davison, President |
| SECRETARY | Norm Parry, Secretary |
| MEETING MINUTES | Norm Parry, Secretary |
| ATTENDEES | Lisa Davison, Raymond Wong, Ayaz Amlani, Alexandra Emlyn, Dawn McGuire Reeves, Norm Parry, Penny Gardner (Staff Ex-officio), Alvin Lau (staff), Colleen Van Mook (Guest) |
| REGRETS | |
| ABSENT | |

Agenda Topics

3:00 – 3:20 P.M. 1.0 WELCOME & OPENING COMMENTS

LISA DAVISON

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| DISCUSSION | Item 1.0 - Welcome: Lisa Davison welcomed everyone to the meeting and thanked them for their time and on-going commitment to Badminton BC. Alvin Lau, Mgr. Sport Development and Colleen Van Mook were introduced to everyone. | | |
| CONCLUSIONS | <ul style="list-style-type: none"> The meeting was called to order at 3:10 p.m. PDT. Attendance was taken and quorum was established for the meeting to proceed. | | |
| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE | |
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6:35 – 6:40 P.M. 2.0 APPROVAL OF AGENDA

LISA DAVISON

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| DISCUSSION | <ul style="list-style-type: none"> Lisa Davison asked if there were any items from the Consent Agenda to move forward onto the meeting agenda. Three new items were identified and added under New Business 5.0 <ul style="list-style-type: none"> 5.1 PSO Investment Review Briefing (Penny) 5.2 Officials Committee Update (Alvin/Ayaz) 5.3 Members issues (Dawn) | | |
| | <p>MOTION: "That the September 18 2015 agenda be approved with amendments." MOVED Dawn McGuire Reeves SECONDED Raymond Wong CARRIED</p> | | |
| CONCLUSIONS | <ul style="list-style-type: none"> Agenda was accepted and the meeting proceeded. | | |
| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE | |
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6:40 – 6:45 P.M.

3.0 CONSENT AGENDA

LISA DAVISON

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| DISCUSSION | <ul style="list-style-type: none"> Lisa Davison presented the consent agenda items. There was no further discussion. |
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| | <ul style="list-style-type: none"> • Lisa Davison called for the motion to approve the consent items. | |
| | <p>MOTION: "That the Consent Agenda items are approved as listed in the agenda of September 18 2015." MOVED Alexandra Emlyn SECONDED Raymond Wong CARRIED</p> | |
| CONCLUSIONS | <ul style="list-style-type: none"> • Consent agenda items were approved. • Approval of the meeting minutes dated August 12, 2015. | |
| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
| Meeting minutes of August 12 2015 circulated and posted. | Penny Gardner | September 30, 2015 |

6:45 – 8:10 P.M.

4.0 INFORMATION, DISCUSSION & DECISION

LISA DAVISON

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| DISCUSSION | <p>Item 4.1 - Treasurer's Report The Finance Report was previously circulated and highlights were presented by Treasurer, Alexandra Emlyn. The following is a summary of key points:</p> <ul style="list-style-type: none"> • The audited FY 2014-2015 financial statements were signed off by the Treasurer and President. • There is good progress on our financials and we are going in the right direction. We will wait until mid-year before deciding on any course corrections. We are rebuilding financial stability but need to be prudent. • Q1 summary was provided in the meeting package with comments. • Discussion on the consolidated budget and highlighting some of the reasons for the numbers in each section, for Board awareness. • Penny outlined a preliminary proposal for a targeted 5 year plan to address revenue generation goals. There will be further development and reporting on this. <p>Motion: "To approve the Treasurer's report as presented." MOVED Dawn McGuire Reeves SECONDED Ayaz Amlani CARRIED</p> <p>Item 4.2 Annual Awards A review of the process for selecting the recipients was discussed. It was seen as a very good idea to bring back this program. There is good program design and criteria and should be easier to administer in years to come.</p> <p>Motion: "To approve Annual Awards recipients for 2014-2015." MOVED Alexandra Emlyn SECONDED Raymond Wong CARRIED</p> <p>Item 4.3 AGM and Congress Briefing Penny Gardner provided an overview of the weekend's schedule and the Annual General Meeting. A scripted agenda was reviewed.</p> <p>Item 4.4 Board Resolutions to the Annual General Meeting Lisa Davison led the discussion of the Board resolutions as follows:</p> <ol style="list-style-type: none"> 1. Age Categories: approved as presented 2. Eligibility Criteria approved as presented 3. National Championship Sanction: Approved as worded 4. Uniforms: Amended (friendly). Penny has the words and will update the resolution 5. National Coaching Certification Program (NCCP) mandatory certification: Approved as presented 6. Citizenship for Provincial Championships: Approved as presented <p>Motion: `To approve all Board resolutions to the Annual General Meeting as presented. Exception: amendment to Motion 4-Uniforms as discussed. MOVED Ayaz Amlani SECONDED Alexandra Emlyn CARRIED</p> <p>Item 4.5 Special Resolutions The Board was reminded of the requirements of Special Resolutions - 1) are to change association bylaws, and 2) require a 75% majority vote to pass.</p> <p>Following discussion, it was agreed that an Ordinary Resolution to address the</p> |
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Membership Review Task Force recommendations. The following motion was moved:

Motion: `To accept the recommendations of the Membership Review Task Force Report to include the multi-tiered membership structure and proposed fee structure effective September 20, 2015.

MOVED Ayaz Amlani | **SECONDED** Dawn McGuire Reeves | **CARRIED**

Item 4.6 - Americas Masters Games 2016

Raymond Wong reported on badminton’s participation in these Masters Games. These are the highlights:

- Badminton is one of the first PSOs ready with full information on the web site.
- The event will be held in the Convention Centre for the entire 9 days starting August 28 with Team event followed by Individual events.
- Ayaz Amlani responded to the call for the Technical Delegate and has been appointed by the Organizing Committee, Chair - Raymond Wong.
- A Host Organizing Committee (HOC) will be structured and recruitment over the next few weeks and a call for interest will be circulated.

Item 4.7 Badminton Canada Executive Director’s Call of September 16, 2015

Penny Gardner gave an update on the business of this call and all documentation was provided in the meeting folder. Four items were discussed:

1. Membership Database Migration Update
2. NCCP development update
3. National Championship roster sanctioning process
4. Para-badminton update

Motion: “To approve the Treasurer’s report as presented.”

MOVED Dawn McGuire Reeves Seconded by Ayaz Amlani | **CARRIED**

Motion: “To approve the recipient list for 2014-2015 Annual Awards.” **MOVED** Alexandra Emlyn

SECONDED Raymond Wong| **CARRIED**

Motion: “To approve all Boar resolutions to the Annual General Meeting as presented. Exception: amendment to Motion 4-Uniforms as discussed.”

MOVED Ayaz Amlani | **SECONDED** Alexandra Emlyn | **CARRIED**

Motion: “To accept the recommendations of the Membership Review Task Force Report to include the multi-tiered membership structure and proposed fee structure effective September 20, 2015.”

MOVED Ayaz Amlani | **SECONDED** Dawn McGuire Reeves | **CARRIED**

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| CONCLUSIONS | <ul style="list-style-type: none"> • Q1 financial statement ending August 31 2015 will be further reviewed by the Executive Director for reporting purposes. • Annual Awards recipients are ratified for 2014-2015. • Board resolutions to the 2015 Annual General Meeting are approved for presentation. • Special Resolutions to the 2015 Annual General Meeting are approved for presentation. • The 2016 Americas Masters Games are proceeding forward. • National Championship internal registration process will need to be developed and circulated in November. |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
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| Update the Board Resolutions slide for the Annual General Meeting. | Penny Gardner | September 19 2015 |
| Review the Membership Review Task Force presentation and motion to ensure accuracy. | Penny Gardner | September 19 2015 |
| Review the Q1 financial statements for accuracy of reporting before end of month. | Penny Gardner | September 30 2015 |

8:10 P.M. - 8:13 P.M. 5.0 NEW BUSINESS

LISA DAVISON

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| DISCUSSION | <p>Item 5.1 - BC Sport Investment Review Penny Gardner provided an update on the upcoming sport sector review and the activities Badminton BC will have to undertake in preparation. This is a very critical item and will affect funding levels for the next three years. Badminton BC will have to gauge whether or not it can be ready for engagement 1 scheduled to take place mid- November. Penny will assess the situation by comparing our readiness to other associations. She will provide information to the Board for consideration. The Board will look at options to prepare the information and potential when to present. On-going briefings will need to occur.</p> | |
| | <p>Item 5.2 - Officials Development Committee Update Alvin Lau and Ayaz Amlani presented an overview of the first Officials Development Committee meeting of September 16 2015. These are the highlights:</p> <ul style="list-style-type: none"> • Strategies were discussed to ensure the required number of officials for the BC Winter Games (10) & Americas Masters Games (24) are met. • The plan is to host officials training just before sanctioned BC tournaments then have the officials work the tournament. • Discussed the option of having sanctioned junior tournaments and integrate a process where players from the previous match umpire the following match. This provides required training and assists with tournament management. • There was discussion on what rules the Americas Masters Games would be played under, Badminton Canada or Badminton BC in terms of sanction. • There will be meeting highlights provided and action items identified for posting to the Badminton BC website. • It was suggested that there be a communication strategy with the volunteers that worked the Canada Winter Games to let them know of these opportunities. | |
| | <p>Item 5.3 - Member Issues Issues were discussed that have come to the attention of the Board since our last meeting, including:</p> <ul style="list-style-type: none"> • The tournament dates on the web site are not up to date and this causes scheduling concerns for tournament planners. • Badminton BC needs to discuss its position on absorbing the PayPal transaction fees in tournament software registration. • There is concern with lack of information on what the actual costs are and value provided by Badminton BC for their involvement in sanctioned tournaments. • Safety, fairness and event management are fundamental concerns and should have standards established as conditions of sanction. | |

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| CONCLUSIONS | <ul style="list-style-type: none"> • The BC Sport Investment Review is a priority and Badminton BC must be ready. • Renewal of the an Officials Committee is promising and plans to rebuild this critical area a matter of urgency for on-going sustainability of the competitions program and the ability for on-going inclusion in provincial and national multi-sport games. • Issues of the members have been reported and will be actioned to resolve. |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
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| • The ED will address and follow up with members issues | Penny Gardner | November 30 2015 |
| • The ED will evaluate the PSO Investment Review situation and report back with a recommendation of Intake 1 or 2 | Penny Gardner | October 15 2015 |

8:13 – 8:15 P.M.

6.0 BOARD DEVELOPMENT

LISA DAVISON

| DISCUSSION | <ul style="list-style-type: none"> • Five (5) items for consideration and future Board development. | |
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| CONCLUSIONS | <ul style="list-style-type: none"> • Information and knowledge is provided as Board Development is a priority. | |
| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |

