



MINUTES OF THE BOBSLEIGH CANADA SKELETON ANNUAL GENERAL MEETING

Date: **Wednesday, December 16th, 2020**
Time: **10:30am – Athlete Meeting & (Class B) Bobsleigh Athlete Rep. Director Election***
11:00am – AGM Meeting begins
Immediately following AGM – (Class B) Skeleton Athlete Rep. Director Election*

Where: **Virtual AGM via ZOOM**

1. Welcome

BCS President Sarah Storey called the meeting to Order at 11:11 MST.

Ms. Storey confirmed that quorum is 20 members eligible to vote represented in person (virtually) or by proxy and there were 33 members represented at the meeting.

Motion AGM 2020-1

To accept the Agenda of the 2020 Annual General Meeting as presented.

Motion: Erik van Polanen

Secunder: Alysia Rissling

CARRIED

2. Accept the Minutes of the 2019 Annual General Meeting

There were no corrections or amendments to the minutes of the 2019 Annual General Meeting minutes.

Motion AGM 2020-2

To accept the Minutes of the 2019 Annual General Meeting as presented.

Motion: Jane Channell

Secunder: Kevin Boyer

CARRIED

3. Receive the Reports of the President and of BCS Operations

President's Report

Ms. Storey welcomed all members and staff to the first virtual AGM of Bobsleigh Canada Skeleton and thanked everyone for their patience with the initial technical difficulties.

Ms. Storey reflected on the abnormal sport environment that we are now presented with due to the ongoing COVID-19 pandemic and expressed her gratitude that the athletes were able to finish the 2019-20 season. Ms. Storey noted that we should celebrate the tremendous accomplishments achieved by all teams in this past season. In addition to these, BCS fielded the largest group of Development athletes in BCS history across both bobsleigh and skeleton.

Ms. Storey highlighted that due to the ongoing pandemic, our BCS athletes, staff and volunteers have shown incredible resilience and perseverance and expressed that is what sets BCS apart. The athletes have taken this as an opportunity to get creative and jump on unforeseen opportunities.

Ms. Storey concluded by thanking all the members for their continued contribution to achieve the common goal; to create and develop Olympic and World Champions.

BCS Operations Report

Chris Le Bihan, BCS High Performance Director, presented a report on BCS operations, by providing a detailed year-over-year breakdown of the BCS funding from Own the Podium. Mr. Le Bihan reiterated that this budget was approved in the fall of 2020, but due to the ongoing pandemic and the significant changes that have been made to the IBSF Calendar, the budget has continuously changed, in large part due to.

Mr. Le Bihan confirmed that Sport Canada have agreed that BCS can carry some of the funding into the next fiscal year, if necessary, to help accommodate for the ongoing changes, but there will not be any additional money provided.

Coaching Staff

Mr. Le Bihan confirmed that BCS have hired 3 new staff members to strengthen the BCS programs:

- Eric Bernotas, Skeleton Head Coach
- Elfje Willemsen, Bobsleigh Coach
- Dave McCalla, Bobsleigh Mechanic

Monobob Update

Mr. Le Bihan provided a brief update regarding the new Olympic discipline of Women's MonoBob, confirming that BCS have acquired 4 new Monobob sleds, which are confirmed to be read for pickup in Germany.

Mr. Le Bihan also expressed his excitement that the new discipline will be included at the 2021 BMW IBSF World Championships, which will provide a key performance indicator, essential for our funding partners ahead of Beijing 2022.

There were no questions at this time.

Events

Ms. Storey explained current ISSE legislation that the Federal Government is working on to allow BCS to host a competition in Whistler in February or March of 2021. The IBSF has announced the dates of the NAC schedule and BCS is working with the Federal Government, the Province of BC, and Whistler Sport Legacies to be able to host this event.

Madison Charney asked for clarification on the dates for the NACs. Ms. Storey provided an explanation that the dates are subject to change due to the everchanging requirements for hosting an event but confirmed that the IBSF have informed BCS that no events will be hosted at the same time as the 2021 World Championships.

Ms. Storey explained that hosting events is at the forefront of BCS' plans and the staff are working diligently to create this opportunity. BCS

understand the benefit and the requirements that hosting an event of this nature will provide to our athletes.

Ms. Storey continued to express her gratitude to all the funding partners for their continued support of all of our athletes, and the continuous strive for excellence, that even under the current circumstances, we are trying to achieve.

There were no questions regarding the operations report.

4. Receive the report of the Auditors and Financial Statement for the year ending March 31st, 2020

Treasurer Ms. Hatt presented the Report from KPMG, the 2019-20 external auditors, by highlighting some items to note:

- BCS is trending in the right direction;
- The deficit is due to capital-related reasons;
- BCS continues to pay the capital lease on the bobsleighs and reduce overall debt.

Ms. Hatt highlighted that BCS has made good on their promise to fix the events cost overrun from the 2018-19 fiscal year. In doing so, we are further reducing the overall deficit.

There were no questions regarding the financial report.

5. Receive the Budget for the 2020-21 financial year

Ms. Hatt presented the 2020-21 financial budget alongside the budget and actuals for the 2019-20 fiscal year. Ms. Hatt gave some background on how the BCS budget is prepared, from the management, through the Audit and Finance Committee and then through the Board of Directors. This fiscal year we have adjusted the format of the budget to be in compliance with the Generally Accepted Accounting Principles (GAAP). This format allows for more accurate tracking and financial forecasting, as well as provides further transparency.

The budget was approved by the Audit and Finance Committee in October, based on the information that was available at the time. Ms. Hatt explained on the expense side of the budget, BCS is always striving to find ways to spend more money than we are given when it comes to sport programming. This is displayed in the 2020-21 FY budget, as it was in the 2019-20 FY budget.

Ms. Storey opens the floor for questions.

Erik van Polanen raised a question regarding the legal expenses and whether BCS has an allowance for these types of expenses. Ms. Storey confirmed that legal expenses were unusual last year, but BCS will always set aside room in the budget to accommodate for unforeseen expenses. Should any part of last year's legal expenses be covered by insurance, that amount will be represented accordingly as a negative expense moving forward.

Cynthia Appiah raised a question regarding the emergency money from the Federal Government and whether it is part of 2019-20 budget or 2020-21 budget. Ms. Hatt confirmed that it is part of 2020-21 budget. At the time of the budget's approval, the entirety of the emergency money was encompassed in 2020-21 budget but has since been approved by Sport Canada for spending into the 2021-22 fiscal year if necessary.

Ms. Storey reiterated the process for budget approval from management to AFC, to BOD, and how BCS's plans are constantly being re-evaluated as the pandemic continues to change the global landscape and BCS's ability to fulfil its mandate.

There were no further questions.

6. Re-appointment of Auditors

Ms. Storey welcomed Mr. Zubin Cooper from KPMG to the AGM and expressed her support of the partnership. KPMG have been BCS's auditors for the past four fiscal years and consistently provide a high level of service with reasonable rates. Ms. Storey explained that this

year we were able to carry out a very efficient audit due to having built a strong working relationship with KPMG. The Board of Directors has unanimously agreed to recommend that the membership appoint KPMG as the auditors for the 2020-21 fiscal year. As this is a recommendation from the board, Ms. Storey moves for a motion to approve, it was approved with no objections.

Motion AGM 2020-3

To approve the recommendation of the board to re-appoint KPMG as the auditors for the 2020-21 fiscal year.

There are none.

CARRIED

7. Election of Directors:

Ms. Storey summarized the AGM notice, highlighting that there were two Directors up for re-election and one vacant seat on the Board:

- Vice President – Stephen Norris
- Treasurer – Alicia Hatt
- Vacant Director at Large position – Sheridan Baptiste

The Class B sport representatives' elections are held separately; The Bobsleigh election was not complete ahead of the AGM and the Skeleton election is due to be held after the AGM.

Ms. Storey asked if there were any nominations from the floor, to establish if a vote is required. There were no nominations from the floor for the three positions, therefore BCS moved for an acclamation process and no vote was required.

Ms. Storey thanked all three nominees for their contribution and welcomed the two returning members and new member to the BCS Board of Directors.

8. Honours

Ms. Storey had the sad duty to inform the membership of those former Bobsleigh athletes that were lost in the past year.

Doug Anakin

D’Arcy Coulson

The membership observed a moment of silence in memory of our recently lost.

L. Lamont Gordon Award

Ms. Storey confirmed that Mr. L. Lamont Gordon’s legacy lives on in support of Canadian bobsleigh and skeleton athletes and had the pleasure to award a member of BCS with the L. Lamont Gordon Spirit Award for the second year. Mr. Gordon and his family created the L. Lamont Gordon Spirit of Sport Award to honour one athlete each year who embodies the spirit of sportsmanship that Mr. Gordon demonstrated himself: character, commitment, generosity, teamwork, sportsmanship and dedication.

Ms. Storey acknowledged that BCS are behind on the award nominations, as BCS have typically presented this at the AGM in Mr. Gordon’s honor.

Ms. Storey opened the floor for questions. There were none.

9. Adjournment

Having concluded the business of the AGM, the President thanked the membership and asked for a motion to adjourn the meeting at 12:01 MST.

Motion AGM 2020-4

To adjourn the 2020 BCS AGM.

Motion: Erik van Polanen

Secunder: Alex Zahavich

CARRIED