



BOARD MEETING

HELD AT Sports Alliance Building, 3 Concorde Gate, Toronto
And via conference call

FEBRUARY 23, 2016 AT 7:00 PM

FINAL

ATTENDANCE

Board Members:

Lisa Ferdinand
Paul Osland
John Stevenson
Joanne Davidson
Murray Haines
Erik Wachman
Ania Ciesielski
Dean Hustwick
Nicole Clarke
Daniel Fiorini

Staff:

Katie Ozolins

Regrets:

MINUTES

	<i>Items</i>
1.	Adoption of Agenda
	Motion: To approve the agenda as amended. Moved: John; Second: Dean; Carried
2.	Declaration of Conflict
	There were no declared conflicts by Board Members. Potential staff conflict related to office relocation initiative identified. See item 8 below
3.	Adoption of Minutes: December 13, 2015
	Motion: To approve the minutes of the December 13, 2015 Board Meeting subject to amendments. Moved: Erik; Second: Nicole; Carried
4.	Carried Forward Action Items
	Joanne reviewed and updated the table of carry forward action items. See updated document: <i>AO Board Carry Forward 23Feb2016 v3.docx</i> .

5.	<p>Board Business Conducted Since December 13, 2015</p>
	<p>1) <i>Via email - 01/08/2016 – Paul Osland</i></p> <p>We have interviewed a candidate for the AO Board Treasurer position. This will be an appointment by the Board with the opportunity to renew the position formally at the next AGM in November.</p> <p>The person in question is Murray Haines, thanks Dean for helping to find this candidate. Murray has extensive financial accounting background and was the past Finance Manager for the Sport Alliance or Ontario group, so he is very familiar with our business. I have attached his resume for further information.</p> <p>I would like to make two motions:</p> <ul style="list-style-type: none"> • a motion to appoint Murray as an AO director at large as outlined in the AO Bylaws. • a motion that we appoint Murray to the AO Treasurer position. <p><i>Seconded by Nicole and approved via email vote on 01/08/21016.</i></p> <p>2) The minutes from the November 21, 2016 were amended to reflect that the nomination slated was provided to the Board for information purposes only.</p> <p>Motion: To approve board business conducted since December 13, 2015</p> <p>Moved: Dan; Second Joanne; Carried</p>
6.	<p>HR Policy Amendments</p>
	<p>The revised HR Policy has been uploaded to Shutterfly. Section 6.1 and 6.3 have been reworded and are marked with revision marks. See document <i>HR Policy Employee Handbook – Revised Amendments 23Feb16 v6.doc</i></p> <p>Motion: To approve the revised HR Policy documented</p> <p>Moved: John; Second Dean; Carried</p>
7.	<p>Staff Quarterly Reports / Program Updates</p>
	<p>Katie provided an update on staff activities since December 2015.</p>
8.	<p>Office Relocation - Update</p>
	<p>The current AO office space lease at 3 Concord Gate expires in June 2016. A Search and Selection task force has been formed on behalf of the PSOs at 3 Concord Gate. This task force has selected CRESA as their advisor/broker and AO is being asked to sign an agreement to participate in the consortium that is engaging CRESA in this capacity. This letter has been uploaded to Shutterfly along with other correspondence related to the selection process. See <i>Office_Cresa Engagement Letter (Feb 1).pdf</i>, <i>Office Sport&Rec Tenants Steering Ctte Update.pdf</i>, <i>Office_SR Tenant Cover Letter (Feb 2).pdf</i> and <i>Office_FAQ Sport Rec Tenants – CRESA Engagement Process.pdf</i></p> <p>Katie has also been exploring other opportunities for leasing office space and believes there may be some benefits for proceeding independent of the consortium but has</p>

	<p>declared a potential conflict since a family member currently operates as a real estate agent/broker in the Toronto area. After some discussion, the Board decided not to sign the CRESA engagement letter at this time.</p> <p>Action: The Board directed Katie to continue to investigate leasing opportunities in the Toronto area and report back to the Board during the March BOD meeting. No signed agreement with any brokers or agents to be executed prior to the March board meeting.</p>
9.	AC/Branch Refugee Program
	<p>BC Athletics has recently announced a program to help Syrian refugees that want to participate in track and field. Athletics Canada has asked each of the other provincial organization to consider waiving their registration fee in support of this program. Since Athletics Canada receives \$15 from each registration fee AO would also need AC to waive their transfer fees. After some discussion the Board decision was not to proceed with waiving the \$50 fee for Syrian refugees since this decision needs to be part of another initiative that is underway – we need to consider how to support all groups that may need special consideration – i.e., Canadian First Nations and refugees from other countries as well. Potential waiving of fees for parties in need should be incorporated into the broader topic of membership fee in the carry forward items.</p>
10.	2016 Board Meeting Calendar
	<p>The 2016 Board meeting calendar has been finalized and uploaded to Shutterfly. See <i>2016 Board Meeting Calendar.pdf</i></p>
11.	New Business
	<p>AO Championship Bids</p> <p>As reported by the Competitions Committee at the November 2015 BOD meeting, 3 AO Championship events were not assigned to a host organizing committee due to lack of qualified bids. In December 2015, the decision was made for AO to host the February indoor championship due to shortness of the lead time for selecting another host organization. The 2 remaining events were put back out to the membership for re-bid.</p> <p>The bid submitted by NOC to host the cross-country championship was subsequently approved by the selection committee. However, no qualified bids were received for the June Junior outdoor championship meet. The Bid Selection committee has therefore recommended that AO host this June championship meet.</p> <p>The ED reported to the Board that the February Indoor championship, hosted by AO, had been successful. The February meet had good financial results and received positive feedback from the volunteers.</p> <p>Motion – To approve the Committees recommendation for AO to host the June 25/26 championship and approve NOC to host the 2016 cross-country championship.</p> <p>Moved: Paul; Second Nicole; Carried</p>

12.	In Camera
13.	Meeting Adjournment
	Motion - To adjourn the meeting (9:43 PM) Moved: John; Second: Dan Carried



Lisa Ferdinand, President & Chair

April 5, 2016
Date



Katie Ozolins
Executive Director

April 5, 2016
Date