



## BOARD MEETING

HELD AT Sports Alliance Building, 3 Concorde Gate, Toronto  
and via conference call  
APRIL 5, 2016 AT 7:00 PM

# FINAL

### ATTENDANCE

Board Members:

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

Staff:

Regrets:

Katie Ozolins  
Ania Ciesielski

### MINUTES

	<i>Items</i>
<b>1.</b>	<b>Adoption of Agenda</b>
	<p>The Declaration of Conflict was missing from the agenda and added as a standard agenda item (#2) which changed the number sequencing of today's agenda.</p> <p>The following items were added to the agenda under New Business:</p> <ul style="list-style-type: none"><li>a) Governance Committee Motion</li><li>b) Harassment Policy Officer</li><li>c) Quest4Gold Committee</li><li>d) 2016 AGM</li><li>e) Recognition Request</li><li>f) CSIO-OPSHI/Q4G Funding Update</li></ul> <p><b>Motion:</b> To approve the agenda as amended.</p> <p><b>Moved:</b> John; <b>Second:</b> Erik; <b>Carried</b></p>
<b>2.</b>	<b>Declaration of Conflict</b>
	<p>There were no declared conflicts by Board Members.</p>
<b>3.</b>	<b>Adoption of Minutes: February 23, 2016</b>
	<p><b>Motion:</b> To approve the minutes of the February 23, 2016 Board Meeting</p>

	<b>Moved: John; Second: Paul; Carried</b>
<b>4.</b>	<b>Carried Forward Action Items</b>
	Joanne reviewed and updated the table of carry forward action items. See updated document: <i>AO Board Carry Forward 5Apr2016 v1.docx</i> .
<b>5.</b>	<b>Board Business Conducted Since February 23, 2016</b>
	<p><b>a) Executive Committee</b>  The Executive Committee met on February 29, 2015 to discuss the process for completing the staff performance reviews this year. Performance goals for staff members are not yet in place since this is the inaugural year of the new process. Decision was made by the Executive Committee to use job descriptions as a basis for this year's reviews. All performance reviews have now been conducted with the exception of the reviews for Wendy, Sue and Katie, which were outstanding at the time of the BOD meeting.</p> <p><b>Motion:</b> To approve the business conducted by the Board since February 23, 2016.</p> <p><b>Moved: John; Second: Dean; Carried</b></p>
<b>6.</b>	<b>AO Office Relocation</b>
	<p>Staff has prepared a list of alternatives for AO office relocation. The current lease on Concorde Gate expires at the end of June. See <i>OfficeRelocationAO_ProjectOutline_March2016(V2 March21).docx</i></p> <p>The Board will defer to staff to select the preferred location with criteria as follows:</p> <ul style="list-style-type: none"> <li>• office operational cost to not exceed current amounts for lease, storage, phone, internet, photocopy lease, etc.</li> <li>• location must contain boardroom or private meeting area for 10-16 individuals or potential to reconfigure space to meet this need</li> <li>• free parking for visitors and staff</li> <li>• equipment storage</li> <li>• ability to host AGM on site or nearby</li> </ul> <p><b>Action:</b> Staff to complete selection of preferred location and initiate the contracting process.</p> <p><b>Action:</b> Katie to specify if any brokerage fees are applicable to any of these options which could result in direct or indirect financial remuneration that are contrary to the AO Conflict of Interest Guidelines.</p>
<b>7.</b>	<b>AC &amp; Road Running Sanctioning</b>
	<p>Staff has brought forward a proposal related to Athletics Canada Road Running Positioning. See <i>AO_Discussion Document Road Running (March 29 2016).docx</i></p> <p>The Board discussed the AC Road Running proposal brought forward by staff, as outlined</p>

	<p>in the discussion document. The Board felt that AO should move forward with the AO road running program that was initiated in 2015.</p> <p><b>Action:</b> The Board has directed staff to contact Ontario road running race directors (2013 to 2016 races) to investigate why our sanctioning numbers have dropped.</p> <p><b>Action:</b> The Board has also requested that a meeting with AC be held to coincide with the AC AGM in Edmonton to discuss how AO &amp; AC could better partner on road running initiatives in Ontario.</p>
<b>8.</b>	<b>Calendar Strategy (Fixtures 2017 - 2019)</b>
	<p>Staff has tabled a proposed change to the fixtures schedule 2017-2019. See document <i>AO_Discussion Document Championship_Calendar2017-2019(29.March.2016).docx</i></p> <p>The Board had a number of concerns about the proposal brought forward;</p> <ul style="list-style-type: none"> <li>• Prize money proposed might jeopardize an athlete's NCAA eligibility;</li> <li>• Qualification standards for a provincial meet might be a concern since Canadian Championships do not required qualification standards</li> </ul> <p><b>Action</b> - The Board directed staff to consider the AC Championship model and open a dialogue with the larger clubs regarding their support for changes to the fixture schedule as per this proposal.</p>
<b>9.</b>	<b>New Business</b>
	<p><b>a) Finance Committee</b> to amend AO policies to reflect that alcohol is not covered AO</p> <p><b>b) Harassment Policy Officer</b> - AO needs to designate someone to be a Harassment Policy Officer. This should be a volunteer or other neutral third party in order to maintain independence from AO.</p> <p><b>Action</b> - All BOD members to identify potential candidates and forward names to Lisa</p> <p><b>c) Quest for Gold.</b> A new Terms of Reference for the Quest for Gold committee has been developed. This includes new criteria for selecting Quest for Gold committee members and suggested member composition of the committee.</p> <p><b>Action</b> - Lisa to send documents out today to all BOD members for electronic vote by noon Friday.</p> <p><b>d) 2016 AGM date</b></p> <p><b>Action</b> - Katie to reach out to top 10 clubs (by size) to solicit input re moving AGM date</p> <p><b>e) Canadian first sub-4 mile recognition.</b> John to table a proposal to recognize first Canadian to run a sub-4 minute mile at the June 11 event.</p> <p><b>Action</b> - John to draft email and send out to BOD for email vote.</p> <p><b>f) CSIO OPSI funding</b> - AO has now been approved to receive Tier 1 funding by CSIO OPSI. The job descriptions for the new "hub" roles are in the process of being developed.</p> <p><b>Action</b> - Lisa to send CSIO funding document to BOD members to review.</p>

<b>10.</b>	<b>In Camera</b>
<b>11.</b>	<b>Meeting Adjournment</b>
	<b>Motion</b> - to adjourn the meeting at 9:12 PM <b>Moved:</b> John; <b>Second:</b> Dan; <b>Carried</b>



Lisa Ferdinand, Chair

April 26, 2016

Date



Katie Ozolins  
Executive Director

April 26, 2016

Date