



Governance Committee

2020 Report to the Annual General Meeting November 1, 2020

Committee Members

Jason Bunston - Committee Chair
Sarah Boyle
Robin Campbell
Dean Hustwick
Brian McClelland
Paul Osland

Committee Meetings

1. March 18th
2. April 22nd
3. July 9th
4. September 15th
5. October 7th

Summary

The Governance and Nominations Committee is a committee of the Board that possesses specific powers under the AO Bylaws and policies. The Committee is responsible for the good governance of the corporation and for overseeing recruitment, orientation and development of the Directors and the Board.

Specific Duties

The Governance Committee shall:

- a) Review by-laws periodically to ensure that they are current and ensure that approved governance policies and actual practices are consistent with the by-laws and with each other.
- b) Develop and recommend governance policies and amendments thereto as necessary.

- c) Review the structures and policies that govern the Board and its committees to ensure they are current and effective in achieving annual and long term goals of the Organization, and make recommendations to the Board regarding modifications to these that it deems advisable.
- d) Conduct periodic compliance audits on selected governance policies to ensure that the Board's conduct and practices comply with approved policies.
- e) Consult with Board members with respect to an annual work plan for this committee and the Board and recommend such for the Board.
- f) Review and make recommendations to the Board with respect to complaints against Board members or any other extraordinary matters related to the code of conduct or conflicts of interest referred for its attention by Board committees, members, staff, or contractors.
- g) Annually identify intentions of current Board members with respect to their continuing service on the Board to ensure timely succession planning for the Board and committees.
- h) Identify the characteristics, qualifications and recruitment strategies required to fill immediate and prospective vacancies on the Board and its committees and communicate these to the Governance Committee.
- i) Ensure orientation of new members to the Board and identify and plan for the continuing education needs of current Board members.
- j) Ensure the periodic evaluation of Board and Director performance against standards and expectations as prescribed in the by-law and these policies.

2020 Accomplishments

- December 2019 – orientation arranged and conducted for the 2020 Board of Directors provided by Dr. Richard Leblanc.
- March – reviewed investigator notes and Panel decision of complaint against an AO member.
- April – Discussed implications of COVID-19 situation and associated risks due to cancellation of events and programs.
- August – November – established a Nominations Committee that has recommended a slate of nominees for the 2020 AGM.
- October – November – conducted Board surveys to obtain feedback for continuous improvement.
- Throughout the Year:
 - advice and guidance on AO's strategic and operational plans.
 - discussions with Athletics Canada extending partnership branch grants beyond 2020.
 - discussion of general administrative matters.

Next Steps

Organize and deliver the annual orientation training for the 2021 Board of Directors and staff.

Report submitted November 01, 2020

Jason Bunston

Chair, Governance Committee