

Bobsleigh CANADA Skeleton
Board of Directors Meeting 213, Minutes
February 19, 2013 18:00-20:00
AIC 3rd Floor Boardroom

Our Mission: Bobsleigh Canada Skeleton develops Olympic and World Champions.

Call to Order – 18:02

Present: Reid Morrison, Lee Genier, Sarah Storey (Conference Call), Bill France, Bernie Asbell (Conference Call).

Staff: Don Wilson, Shivauna Brown

1. Review and approval of agenda.

Motion 213 1: Asbell/France
To approve the agenda as distributed. CARRIED

2. Review and approval of January 29, 2013 113 Minutes.

Motion 213 2: France/Storey
To approve the 113 BCS BOD Minutes as presented. CARRIED

3. Business arising from minutes:

There was no business arising from the Minutes.

4. General Operations Update.

4.1 CEO Report: 213

1. General:
 - a. World Championship in St Moritz saw the continued historic performance of Kaillie and Chelsea. Kaillie repeat as World Champion and her 12 straight podium finish. Sarah Reid finished third in the skeleton and the team of Lyndon Rush /Cody Sorenson, Kaillie/Chelsea, Eric Neilson and Sarah Reid also finished with a bronze medal;
 - b. Kaillie Humphries was named Female Athlete of Year for 2012 by the Sports Media of Calgary and will be recognized at the Calgary Booster Clubs, Sportsman of the Year Banquet in March;
 - c. The team is presently in Sochi participating in the ITW and the test event/World Cup 9. Reports from Sochi are that the ice conditions are deplorable, there have a number of cancelled training days and the host has been less than accommodating to concerns brought forth by national federations;
 - d. The majority of my time since the last meeting has been working with Jody to move forward with BCS's financial reporting. With a large infusion of funds from Sport Canada in early February, we have been trying to update our A/P and A/R from November 2012 and pay down a number of outstanding invoices;
 - e. We have received the draft 2013-2014 competition schedule from the FIBT. There are only 2 races slated for North America: Lake Placid and Calgary. LP is designated

to host a double race for bobsleigh and a single for skeleton. Calgary is designated to host a double race for skeleton and a single race for bobsleigh. BCS has written to the FIBT requesting that the WC be changed to Whistler and we have spoken to the Sepp Plozza, FIBT Technical Manager, voicing our concern with the proposed schedule. The schedule will be brought forward to the Sport Committees in April. Nathan and Tom are members of the sport committees. However, the FIBT executive Council has final say on the schedule and it is ratified at Congress.

- f. I have been able to finalize the Athlete Program Fees and I have sent an invoice to all athletes. I have had two communications from athletes:
 - i. There was concern that a reduced or suspended APF structure was not put in place for high profile or exceptional athletes. I explained that the Board had directed the Athlete's Council to review the suggestion with their constituents to gauge support for the issue and that the majority of athletes felt that special compensation was inappropriate, but that the amount of APF should be revisited this summer;
 - ii. There was another concern about athletes paying any fees and that it should be only a last resort. There was also a question about the salary and inflation adjustment for staff and contractors and whether or not this was appropriate given that the athletes give of their time, effort and personal commitment to represent Canada. In addition, it was felt that a new budget should have been brought to the membership, given that our development bobsleigh program was all but dissolved with the loss of the pilot. I assured the athlete that BCS does not have inflation adjustments for staff or contractors. As well the Athlete Fees were required to balance the budget and if a surplus was realized it would provide for the future of the sport in the way of member's equity. Finally, I explained that a new budget was not required in that it was the staff on Board's responsibility to manage the budget as passed as the yearly operations become more evident.

4.2 Finance

Don presented the financial as prepared by Dwayne:

- The accounts provided are up to November 30, 2012. Jody's review of the financials, having only been in place for 2 weeks is that there may be some significant errors within the financials as produced by Dwayne as of November 30, 2012. It was felt that until a more complete analysis is done, the financials may be misleading;
- The largest unknowns at this time in our financial picture are revenues derived from the sale of sleds and net revenues from the events. While not confirmed, discussions have been positive with a sale of various sleds to Ontario to be maintained in Lake Placid. This purchase of sleds for development athletes is being negotiated with the BCS Trust with the assistance of OBA;
- We have not received final accounting from any of our events in Whistler or Calgary. As such, we know what our revenues are from government sources but we cant calculate the net until all invoices are received;
- All revised cash flow documents have been prepared for Sport Canada through to the end of our fiscal March 31, 2013 and we have submitted our request for a substantial early payment in April for the beginning of the new fiscal year.

4.3 Marketing/Development:

Shivauna updated the Board on the 2013 Prospects listing that she developed which shows all present and prospective sponsors as well as those that have declined. They

commented that the Prospects file was a good document that allowed them to see who had been approached and they could follow the progress of her discussions with potential sponsors. The three most active sponsorship negotiations to date are Globe and Mail, ResortQuest and BMW.

5. Athletes' Business

There was no athlete's report.

6. Officials Report

Events attended since last report:

- Jury member at Lake Placid World Cup
- Race Director at Whistler World Cup
- Mentor to Race Director at 2 North America Cups in Calgary
- Observed at St. Moritz World Championship

Update:

1. Sent out introduction email to all Cdn officials so they know my role and how to contact me. Regularly check the officials' email and send out communications with any FIBT, BCS or local information relating to officials.
2. Completed review of course material for BC and Alberta to ensure accuracy and relevance.
3. Creating a generic power point presentation (not specific to any track) to put on line so we can provide online training for individuals who want to become officials but may not live in BC or Alberta or who are unable to attend a course in person. This is almost complete. I just need to do a little tweaking on the presentation and it will be ready to place on the website.
4. Online test for Level 1 and Level 2 are now complete with certification.
5. BC Level 1 course held Oct 20th, 2012 utilizing the National Team selection race for training. Diana Rochon and Rob Cox taught the course.
6. Reviewed test results for all those who did the on line Level 1 or Level 2 tests and sent out congratulatory emails to those who passed. (All who passed the test.) To date 4 people have done the Level 1 test and one person has done the Level 2 test.
7. Data base of all officials/volunteers in Canada with contact info, and level is complete. Will work with Sarah to get years of services for AB officials as that is all that is missing.
8. Discussed with Sarah (ABA) the possibility of hosting a Level 1 and Level 2 course in Calgary. Wayne Page updated the presentation for Level 1 and was ready to move forward with a course date. Unfortunately, the season had started so finding a good time to do it was difficult. We are now planning for fall 2013 so we can use next season's selection races as hands on experience for the new officials.
9. Working on a succession plan to ensure we have qualified officials at all Levels. We will need to fast track some people in BC so that we have people who can be Race Directors and not have to continue sending me there for World Cup bobsleigh. We may also need to do the same in Calgary as it seems those who are qualified are not necessarily willing/able to be Race Directors for our FIBT events.
10. I had a number of discussions while I was in Lake Placid, with Ivo Ferriani (FIBT President), Jos Mattli (FIBT Bob Sport Chairman) and Dragos Panaitescu (FIBT Bob Material Committee member). All relating to recognizing Canadians who are interested in FIBT Jury or Materials and what we need to do to move them forward.
11. Formed a committee to review all AB officials and determine nominations for FIBT exam. Met Oct 16th to determine next steps for those wishing to move forward. Committee consisted of: Bill Sheard and Leslie Ellis representing skeleton, Tim and Michelle Dyrgas representing bobsleigh and myself as facilitator. Spoke with those who the committee

- recommended for writing the exam. None felt that they wanted to write it this season. My suggestion would be to request that a FIBT exam be offered in Calgary next year (if we have a World Cup) as we should have 4-6 people ready to write the exam at that time.
12. Worked closely with Wayne Page who was Race Director for Bobsleigh for the Calgary NAC races. He is returning to the sport after many years since he recently moved back to Calgary. Provided support for Wayne as he was Race Director for the two North America's Cup weeks in Calgary.
 13. Worked on an official's matrix (with Wayne's assistance) to recognize strengths and best roles for Calgary officials.
 14. Recognized the need for a more advance training for those interested in FIBT Jury/Race Director positions as well as a need for a refresher course for officials who have been involved for a few years. Will work on both of these during the "off season". Will need to do a FIBT Jury/Race Director course in Whistler as well.
 15. Spoke with Sepp Plozza (Sport Manager, FIBT) regarding Canada's training process. During our discussion Sepp felt that we were well ahead of many countries with our officials training and that as a result of the way we progress our officials, Canadians who write the FIBT exam probably would not require the practical portion of the FIBT exam. This is due to the fact that we mentor our officials and give them the opportunity to be Jury at various events below the FIBT level. I sent him a copy of our Officials Manual and asked that he provide feedback. To date I have not had a reply but now that the season is over I expect Sepp will have a little more time to devote to this.

7. New Business

There was no New Business.

8. Adjournment

- Meeting adjourned 19.30

**NEXT MEETING AIC – 3rd Floor Boardroom
Tuesday, March 12, 2013**