

SPORT ALBERTA
Board of Directors Meeting Minutes
Wednesday, July 30, 2014
Conference Call
12:00 pm – 1:00 pm



Attendees: Scott Hayes (chair), Maureen Calder, Dale Henwood, Adam Hull Mark Kosak, Bob Murray, Ken Read, Miranda Sallis, Katie Spriggs, Darryl Szafranski

Alberta Sport Connection Liaisons: Shona Schleppe, Scott Fraser, Steven Patrick

Regrets: Reid Bilben

1. **Call to Order**

- 1.1 Call for Agenda Items under New Business
Add item "Alberta Sport Plan Update" as Item 2.2
- 1.2 Approval of Agenda
Agenda was approved as amended.
- 1.3 Assignment of a Recording Secretary
K. Spriggs will serve as recording secretary.

2. **Business Arising from Previous Meeting**

- 2.1 Executive Committee Update – S. Hayes

Since the AGM in May the executive met once by telephone to establish the date and agenda for this July 30th meeting.

- 2.2 Alberta Sport Connection – S. Hayes
Added agenda items: Alberta Sport Plan (ASP) Update

S. Schleppe from Alberta Sport Connection (ASC) provided the following update on the recently released Alberta Sport Plan.

- Approved by caucus on July 18 and released on July 25.
- ASC is now charged with developing the action plan, operationalizing the framework that the approved plan provides.
- ASC will need to engage with partners and stakeholders to realize the vision of the plan.
- A shift from the 2004 sport plan: more of a system coordination approach, more outcome oriented, and greater recognition of the full spectrum of sport to align with Canadian Sport 4 Life.
- A committee will be formed to guide the planning and development of plans. Will use an external consultant as part of the planning and funding review.
- There is commitment to start engagement plan with stakeholders and partners in early fall.
- Recommend that everyone re-read the new plan.
- ASC chair sent out message calling for organizations to look at the plan and align business plans of individual organizations to the Alberta Sport Plan.

Discussion & Questions:

What can an individual organization do to align with the new plan?

- Key coordinating activities and efforts. The ASC reviewed their programs and operations and re-aligned with the ASP.
- Identify gaps to desired state and timelines associated to get to the desired, more aligned state.
- ASC is willing to share the matrix that the ASC used in their realignment with partners as an example of how ASC approached re-alignment with the new plan.
- Hope to have the consultation complete by spring 2015 (May or March)?? Detailed plan for consultation would be in place by early fall 2014.

There isn't much concrete in the language of the plan so. Will the plan be presented for feedback or will be developed through the feedback process?

- Need to coordinate activities and efforts of all stakeholders.
- Need to build capacity, access to infrastructure, access to facilities.

How can we as Sport Alberta (SA) be part of the process?

- Identify the priorities of SA and how do our priorities align with the framework and where do we fit.
- Figure out how to better align to fill a role as SA into the Alberta Sport Plan.
- The matrix is a dynamic tool – not rigid or seen to fit every organization perfectly. Matrix can certainly be modified to better fit other sport organizations.

Is there any plan to reactivate the High Performance Working group?

- This has been discussed at a recent ASC board meeting and it was discussed to get that group going again in the fall.
- Reviewing a couple of other programs in the performance area as well.

General comments:

- Seize the opportunity to have input. Be action oriented in our involvement.
- Understand where we can be involved in the process. HP working group may be such a place to be impactful.
- Try to identify the best fits for SA and pick those as areas that we focus our involvement on.
- Review our ideas for suggestions that had been developed before and cross reference with the plan now.

ACTION: Individual members can review the ASP and identify and provide feedback shared among other SA members where we feel we, SA, can contribute to the plan.

Note: see priority areas for engagement document will be sent along as a separate attachment with the July 30 meeting minutes as collected from SA members following May AGM.

Where does ASC see the development of measurables related to the plan? On what timelines? Will it be in 5 year segments?

- Looking at the last plan think this can be an area of improvement to actually create measurable objectives that are checked upon and reported on regularly.
- Expect the plan would have that level of detail of measurable outcomes by March 2015.

2.3 Budget/Operational Review – D. Szafranski/A. Hull

Operating budget is quite minimal. If as an organization we wish to increase our operating expenditures then additional revenues would need to be generated.

Main operating expenses are \$1500 - \$2500/year for webhosting fees, meeting expenses.

If as an organization we wish to apply for a CIP grant we would need a specific project to apply for. This item will be carried forward to future agendas for further discussions.

2.4 Communications – M. Sallis

With the new laws regarding email communications that came in to effect on July 1st, the SA executive did discuss whether or not anything was needed to be sent by SA. It was determined as we are not selling any goods or services SA was not required to contact its members.

Action: As a best practice, Sport Alberta should add a disclaimer at the bottom of any communications that there is always the option to opt out from the mailing list and an explanation of how to do so if an individual wishes to exercise that option.

3. New Business

3.1 Welcome new and returning Board members – S. Hayes

Chair S. Hayes welcomed all new board members.

Although there is no formal orientation to for new members to the organization, all new members are invited/encouraged to contact any returning Board members to ask questions, get to know more about the organization.

Motion: To add M. Kosak, a representative of the Alberta Colleges Athletics Association, to the Sport Alberta Board of Directors.

Moved: Dale Henwood, **Seconded Bob Murray.**

Carried - no objections.

3.2 ASC representation on the Sport Alberta Board – S. Hayes

Following the May AGM, SA executive received feedback that ASC representatives should not be ex-officio members of SA Board but rather than the term “liaison” is preferred. The liaison at meetings will be either Steven Patrick, Jerry George or Scott Fraser.

Amend motion from AGM to reflect that the term “liaison” used rather than ex-officio.

Note: Motion Passed at AGM as appears in SA Annual General Meeting minutes was as follows:

Motion: To include ex-officio Alberta Sport Connection Board and/or Staff representation on the Board of Directors of Sport Alberta pending confirmation of approval from the Alberta Sport Connection.

Moved by: K. Read Seconded by: D. Henwood

Carried.

Revised wording should reflect the following agreed upon amendment to the above:

Motion: To include Alberta Sport Connection Board and/or Staff representation as liaisons to the Board of Directors of Sport Alberta.

Moved by: K. Read **Seconded by:** D. Henwood

Carried.

3.3 Executive Committee Elections – S. Hayes

- Executive discussed having the elections on this conference call or have the election a month from now. Decision was made to allow new members to learn a bit more about the organization and that a call is now open to all members of the Board of Directors to express interest in positions on the Executive.
 - The Secretary position is vacant.
 - All other positions do have incumbents willing to allow their names to stand for another year (Chair – S. Hayes, Vice-Chair – A. Hull, Treasurer – D. Szafranski)

Action: Deadline for expressions of interest in the executive positions will be **Wednesday, August 20. Email expressions of interest to current Chair Scott Hayes at (shayes@abgym.ab.ca).**

4. **Adjournment**

Next Meeting of Sport Alberta will be held by conference call on Wednesday, August 27 @ 12:00 noon (call-in details to provided when the agenda is circulated).