



MINUTES OF THE BOBSLEIGH CANADA SKELETON ANNUAL GENERAL MEETING

Date: **Friday, September 24th, 2020**
Time: **10:00am – AGM Meeting begins**
Immediately following AGM:
Bobsleigh Athlete Meeting & (Class B) Bobsleigh Athlete Rep.
Director Election*
Skeleton Athlete Meeting & (Class B) Skeleton Athlete Rep.
Director Election*

Where: **Virtual AGM via ZOOM**

1. Welcome

BCS President Sarah Storey called the meeting to Order and confirmed that quorum is 20 members eligible to vote represented in person (virtually) or by proxy and there were 26 members present at this time.

Motion AGM 2021-1

To accept the agenda of the 2021 Annual General Meeting as presented.

Motion: Madison Charney

Secunder: Cynthia Appiah

CARRIED

2. Accept the Minutes of the 2020 Annual General Meeting

There were no corrections or amendments to the minutes of the 2020 Annual General Meeting minutes.

Motion AGM 2021-2

To accept the Minutes of the 2020 Annual General Meeting as presented.

Motion: Alex Zahavich

Secunder: Eric Van Polanen

CARRIED

3. Receive the Reports of the President and of BCS Operations

President's Report

Ms. Storey welcomed all members and guests to the second virtual AGM of Bobsleigh Canada Skeleton.

Ms. Storey commended the whole of BCS for their hard work and commitment to the 2020-21 COVID-19 season and expressed her sincere gratitude. Ms. Storey noted the tremendous accomplishments achieved in the second half of the season, creating momentum as we move into the unusual and stressful 2021-22 Olympic Season.

Ms. Storey added that the team are hard at work preparing for the 2021-22 and expressed her excitement that BCS will be hosting events again this season, especially mentioning Mr. Leins and Ms. Todd for their work in relation to the event exemption process.

Ms. Storey explained that BCS have been working tirelessly with the sporting partners in preparation for a COVID-19 Olympic season to ensure BCS are utilizing all possible income revenues made available from new government funding initiatives and the COC confirmed this week that BCS will be receiving additional funding for the Skeleton ITP trip, another incredible achievement. Ms. Storey concluded by explaining BCS will always prioritize sport and athlete performance in order to fulfill the BCS mission.

Ms. Storey added the incredible sporting achievements that have already been made with Ice House records being broken in pre-season testing.

Ms. Storey concluded by expressing her gratitude again to all athletes for showing focus and determination throughout the global pandemic, adding that it has made BCS as a federation even more resilient.

There were no questions.

4. Receive the report of the Auditors and Financial Statement for the year ending March 31st, 2020

Treasurer Ms. Hatt and chair of the BCS Audit and Finance Committee began her presentation by explaining last season was incredible unpredictable and in turn costs were higher than usual, but BCS was able to apply for more funding from partners.

Ms. Hatt presented the Report from the new appointed auditors Buchanan Barry LLP for the 2020-21 financials, highlighting some items to note:

- BCS are tracking KPIs
- BCS is trending in the right direction.
- BCS have been able to apply for a more flexible loan, recommended by the AFC.
- BCS are in a good financial position.

Ms. Hatt concluded that BCS has made significant progress and are where we want to be at the end of an unpredictable year.

Mr. Greszczyszyn asked why BCS changed auditors after they were appointed by the members during the 2020 AGM, and what was the process behind appointing new auditors? Ms. Hatt explained that following the 2020 AGM KPMG provided a quote to BCS with a cost increase of 50%. Ms. Hatt provided this information to the Audit and Finance Committee (AFC), which recommended this being brought to the Board of Directors to request of alternative options once proposals and quotes were received the AFC and Board of Directors went through the necessary steps to select Buchanan Barry LLP as the new auditors for BCS. Ms. Hatt explained that there were no additional savings with choosing Buchanan Barry LLP, but they came in on budget.

Ms. Charney asked if BCS have any plans to liquidate any assets? Ms. Hatt answered that BCS does sell assets from time to time and indicated that when the opportunity arises BCS will look to do this.

Mr. Greszczyszyn asked for clarity regarding the Canadian Emergency Business Account (CEBA) bank loan and what would be the impact of the \$20,000 loan forgiveness. Ms. Hatt explained that the loan forgiveness is not yet recognized as the Federal Government has extended the CEBA loan terms for all Canadians, but when recognized will be required to be used towards professional fees.

Ms. Hatt continued into the 2021 budget and highlighted some key differences shown in the year-on-year budget.

- Sport Canada revenue is higher in 2021 than 2020 largely due to COVID-19 relief funding
- Sponsorship revenue is significantly less due to the loss of Driving Force
- IBSF revenue is down as the season's participation was greatly impacted by COVID-19 and the travel restrictions.
- Legal expenses are shown in the new expense line Professional fees, as recommended by Buchanan Barry LLP
- The Net Income for 2021 is higher than the previous years' as BCS received revenues specifically for the purchasing of assets, which are shown on the balance sheet, and have an indirect impact on the Net Income through amortization.
- Legal fees have moved into the professional section, as recommended by Buchanan Barry LLP

Mr. Wilkinson asked for clarity regarding the sponsorship line-item reduction, due to Driving Force, but the Marketing and Sponsorship expense amounts have remained the same. Ms. Hatt explained that this is a budgeted fixed fee for the work that is carried out by BCS's Sponsorship Marketing consultant, and although the cost has stayed the same, Ms. Hatt complimented the team working tirelessly to source sponsorship opportunities in the incredibly uncertain time.

Mr. Wilkinson asked for clarity regarding the insurance claim made, and what money was received? Ms. Storey provided the context of the lawsuit filed in 2019 and how the insurance claim revenue shown is towards the additional expenses incurred in the 2019-20 fiscal year, but received in 2020-21.

Mr. Sommer asked for clarity regarding the Safe Sport and Gender Equity line item as it increased last year. Ms. Hatt explained that this was a new Sport Canada initiative that we receive additional funding for, including female sport, training, independent counsel, and concussion-focused projects. Ms. Storey added that if there was a legal claim made that fell into any of these categories, a portion of the cost was accounted for also.

Mr. Wilkinson asked for a breakdown of the expenses within the \$280,000 for Safe sport and gender equity. Ms. Hatt explained that this level of detail is kept on the books for BCS but not included in the audited financial statements, and more clarity of this budget is provided later in the presentation.

Mr. Wilkinson and Mr. Greszczyszyn discussed at length with Ms. Hatt the differences in legal costs and the changes in reporting on the audited financial statements. Ms. Hatt explained that it is not uncommon to re-categorize items, particularly following a change of auditing firm and all changes have been made based on the expert advice from the AFC to allow for further clarity in the financial statements moving forward.

Mr. Wilkinson asked if BCS are doing anything to reduce the SafeSport legal appeals? Ms. Storey explained that BCS are working towards transparency and communication with all programs, but athletes have the right to appeal and an increase in athlete appeals has been seen across all NSOs in light of the COVID-19 pandemic.

Mr. Wilkinson asked for clarity regarding the AFC and Boards decision process to pay off the deficit that BCS are in, rather than put the money towards sport. Ms. Storey explained that all money received is spent in line with the contribution agreements relating to the 5 key funding areas, and the COVID-19 relief money was entirely spent on sport (excellence and next gen). Ms. Storey continued that BCS utilizes all available alternative resources including GST remittances, to decrease the accounts payable that contribute to BCS's debt. Ms. Storey expressed that BCS have no other options to paydown the debts inherited, and in doing so, they have moved into a much better position with the bank, and in turn has made available

additional credit which leads to increased flexibility. Ms. Storey explained that it is the responsibility of the AFC to provide recommendations to the Board of Directors to ensure BCS is able to move into a better position financially, but reassures all members that first and foremost and wherever possible the money is being spent on sport.

Mr. Greszczyszyn asked for clarification regarding the COVID-19 funding and how it was spent. Ms. Storey explained that BCS received 25% of the funding for the key 5 areas from Sport Canada and BCS were required to spend it accordingly. Mr. Greszczyszyn prompted a further breakdown of the exact spending regarding the skeleton budget, whereby Ms. Storey offered a follow up meeting, if desired to discuss in more detail the skeleton budget and Mr. Greszczyszyn's questions.

Ms. Appiah asked when is it expected the BCS will no longer be in debt? Ms. Hatt explains that this debt has been on the books since BCS lost the Visa sponsorship, but the AFC are working remove the debt in six years, explaining that this approach ensures money is not taken from sport. Ms. Appiah also asked if there is a strategy to move away from the reliance of Own the Podium designated funding, and secure additional funding and/or sponsorship to help further reduce the deficit? Ms. Storey explained that the prior year's approach of debt reduction has been in line with the Board's directives, including working to have significant amounts of the debt completely forgiven. Ms. Storey explained that when BCS hosts events, it allows us to increase revenue streams and raise awareness of the sports. The staff are working hard to explore additional revenue streams as the debt is decreased, including having increased cash sponsorship for this Olympic season.

Ms. Appiah also asked, previously the sponsorship committee has been in place in previous Olympic seasons, what are they doing this year Olympic year? Ms. Storey expresses her gratitude to Ms. Appiah for raising and suggesting this and agreed it is a good idea to re-establish this committee.

There were no further questions.

Ms. Hatt proceeded to acknowledge the significant impact that COVID-19 has had on the expenses budget, although it had been expected.

Ms. Storey concludes the discussion around the 2020-21 financial statements and the 2021-22 budget by thanking everyone for their involvement in the open discussion.

5. Re-appointment of Auditors

Ms. Storey explained that although BCS were working with new auditors, this year we were able to carry out a very efficient audit. The Board of Directors has unanimously agreed to recommend that the membership appoint Buchanan Barry LLP as the auditors for the 2021-22 fiscal year. As this is a recommendation from the board, Ms. Storey calls for a motion to approve, it was approved with no objections.

Motion AGM 2021-3

To approve the recommendation of the board to re-appoint Buchanan Barry LLP as the auditors for the 2021-22 fiscal year.

Motion: Michael Evelyn

Seconder: Erik Van Polanen

CARRIED

6. Election of Directors:

Ms. Storey explained that the Class B sport representatives' elections are held separately after the AGM.

7. Honors

L. Lamont Gordon Award

Ms. Storey confirmed that Mr. L. Lamont Gordon's legacy lives on in support of Canadian bobsleigh and skeleton athletes and had the pleasure to award a member of BCS with the L. Lamont Gordon Spirit Award for the second year. Mr. Gordon and his family created the L. Lamont Gordon Spirit of Sport Award to honor one athlete each year who embodies the spirit of sportsmanship that Mr. Gordon

demonstrated himself: character, commitment, generosity, teamwork, sportsmanship and dedication.

Ms. Storey acknowledged that BCS are behind on the award nominations and BCS staff will ensure that it is complete in due course.

Ms. Storey opened the floor for questions. There were none.

8. Adjournment

Having concluded the business of the AGM, the President thanked the membership and asked for a motion to adjourn the meeting at 12:01 MST.

Motion AGM 2021-4

To adjourn the 2021 BCS AGM.

Motion: Madison Charney

Secunder: Jane Channell

CARRIED