

CSCTA Special General Meeting, March 13, 2009

1. Call to Order
 - a. Meeting called to order by Tom Johnson at 1:28pm EST

2. Review of Proposed Changes to By Laws – Dr. Peter Vizsolyi, VP Policy, Governance, Professional Practice

MOTION: “Be it resolved that the Members of CSCTA, at a duly called Special General Meeting held on March 13, 2009, for which proper notice was given, hereby approve and ratify revisions to the CSCTA Bylaw No. 2, as presented in the attached document. The approval and ratification of such revisions will not invalidate any action taken by CSCTA pursuant to any previous bylaws. Once approved and ratified, CSCTA’s revised Bylaw No. 2 will come into force and will be binding upon CSCTA and its Members upon the acceptance of this Special Resolution by the Minister of Industry Canada.” **P. Vizsolyi / B. Humby**

- i. Peter Vizsolyi offered overview of the philosophy of the proposed changes
 1. brought forward to change composition of board of directors to enable ease of operations
 2. align with the SNC model of governance
- ii. Changes overviewed
 1. Article 1.5 conduct of meeting to be governed by Roberts Rules
 2. Articles 2.1, 2.6 and 3.7 meant to encompass any type of coaching affiliation
 3. Article 3 struck because it was in reference to how the old board was governed
 4. Article 3.1 explains the new board
 5. Article 3.7 defines the role of past president
 6. Article 3.7 defines the term of past president
 7. Article 3.7 allows for the filling of the past president position by the board
 8. Article 3.20 outlines the voting procedures of the board
 9. Article 3.23 strikes the past officers and replaces with directors
 10. 3.26 creates the provincial coaches council and states that they will meet at least semi-annually

- 11.4.4 reduces the number of votes required for a special meeting to 10%
- iii. Dave Johnson states that the reason the old board of directors and bylaws were made to ensure they were aligned with Industry Canada
1. Steve Indig, who is a lawyer, wrote the latest set of bylaws, and on that basis, Peter feels there should be no problem with them being accepted by Industry Canada, et al.
- iv. Motion is re-read and put to the floor for a vote

Motion is passed unanimously

Motion to request the current board to appoint 2 new members to the board, as per the newly adopted bylaws of the CSCTA, once the new bylaws are accepted by Industry Canada

**Mike Blondal /Chad Webb
*Passed unanimously***

3. Presentation of Financial Statements – Darin Cleary, Millard, Rouse & Rosebrugh LLP
- a. The financial statement has been made primarily based on non-audited financial information and incomplete data supplied by management
 - b. Plan is to move ahead with an audit despite the lack of complete information at hand
 - c. Andy Moss asks whether or not the attached Notice to Reader has been used in the past
 - i. Darin stated that it is a standard letter that has been included with all financial statements in the past
 - ii. As well, Darin stated that past management was made aware that an audit was required of the organization annually
 - d. Questions arose regarding the section of “Bad Debts”
 - i. Bad Debts are regarded as invoices from the association that are 2-3 years old and are unlikely to be collected
 - e. Neil Harvey asks if there are other potential obstacles to moving forward with an audit

- i. Darin stated that there is missing information, but will work through the board of directors to attempt to complete the audit
- ii. Darin is also confident that the new management of the board should allow for an audit to be done this year

**Motion TO ACCEPT THE FINANCIAL STATEMENTS AS PRESENTED
MARCH 13, 2009**

Bill Humby / Kevin Anderson
Passed unanimously

**Motion to retain Millard, Rouse & Rosebrugh as the Auditor of the
CSCTA**

Bill Humby / Brian Metcalfe
Passed unanimously

4. New CSCTA Logo
 - a. 3 new logos have been developed
 - i. One in full English
 - ii. Once in French
 - iii. One with the acronym
5. 2010 CSCTA Team Aquatic Supplies National Coaches Conference
 - a. September 9-12 2010 in Whistler, BC
 - b. Hotel Rates secured for approx \$115/night
 - c. CSCTA will be working closely with the BCSCA in the preparation
 - d. Information on speakers will be forthcoming as time goes on
 - e. All coaches are strongly encouraged to make plans to attend
6. Other Business
 - a. Membership
 - i. Currently 2102 members, as of March 12 2009
 - ii. Risk management issue with some clubs not registering all of their coaches
 1. Can be an issue with insurance if something happens
 - iii. CSCTA working with provincial associations to discipline programs that do not register their staff
 - b. Registration

- i. Neil Harvey asks why the changes have happened in coach registration, resulting in 2 separate registration
 - ii. Chris Hindmarch-Watson explained that there are negotiations to set up one, central registration process for coaches
 - iii. Peter Vizsolyi also explains that the current annual applications are set up to screen for criminal charges, and is set up annually
 - iv. Dave Johnson iterates that provinces must begin to align themselves with the CSCTA registration process
 - v. Chris adds that he has meetings set up with ASCA, WSCA, CoC, to include those associations in the CSCTA registration
- c. Brian Metcalfe asks what is the mandate/purpose to the CSCTA
- i. Chris deferred to Tom Johnson to elaborate on his meetings with SNC about plans to include the CSCTA in their decision making process
 - ii. The vision of the CSCTA is to have a more inclusive relationship with SNC, working in conjunction with SNC to create procedures for decision making
 - iii. General consensus was that the past composition and viability of the CSCTA precluded it from being included in past decision making
 - iv. The sense of disenfranchisement among the coaches has resulted in the new move from CSCTA to clean its own house and create a new image of a professional organization and begin to work with SNC in a more collaborative manner
- d. Brian Metcalfe also asks what the review process is for the Executive Director
- i. There has been a discussion of how to develop accountability within the organization, on a 6 month basis
 - ii. Darin Cleary stated that their firm will also issue a management letter outlining any perceived weaknesses they see on their end

**Motion to adjourn the Special General Meeting of the CSCTA at 2:24pm EST
Peter Vizsolyi / Bill Humby**