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**Minutes of the 2024 Annual General Meeting
November 6, 2024 ~ 10:00 am via Electronic Means (Zoom)**

Attendance:	Name	Club
Voting Delegates	Julia Freeman	Balance Gymnastics
	Todd Sader	Campbell River Gymnastics
	Jennifer Fisher	Chimo Gymnastics Club
	Nancy Beyer	Club Aviva Recreation Ltd.
	Richard Wischnewski	Delta Gymnastics Society
	Karl McPherson	Duncan Dynamics Gymnastics Club
	Renata Allan	Falcon Gymnastics Centre Ltd.
	Marina Ricci	Flicka Gymnastics Club
	Steve Long	Glacier Gymnastics Club
	June Tiefenbach	Inspire Sports Victoria
	Jennifer Lyster	Kamloops Gymnastics Trampoline Centre
	Bruce Elwood	Kelowna Gymnastix
	Garry Ricks	Key City Gymnastics Club
	Angela Pitzel	Kitimat Dynamics Gymnastics Club
	Jennifer Coimbra	Langley Gymnastics Foundation
	Brittany Cline	Milezero Academy
	Shawnee Venables	Momentum Gymnastics
	Chantelle Yates	North Peace Gymnastics Association
	Karen Waldal	North Valley Gymnastics Association
	Paula Quinn	Okanagan Gymnastics Centre
	Karen Moss	Port Alberni Gymnastics Academy
	Michele Dillon	Powell River Gymnastics
	Jodie Hinks	Prince George Gymnastics Club
	Jade Kotzer	Quesnel Technics Gymnastics Club
	Puneet Bains	Richmond Gymnastics Association
	Lance Martin	River City Gymnastics
	Brittany Proulx	Selkirk Challengers Gymnastics Club
	Keara Urquhart	Sunshine Coast Gymnastics
	Nastaran Loni	Surrey Gymnastics Society
	Barbara Fraser	TAG Sports Centre
	Keira Almas	Terrace Peaks Gymnastics
	Nicola Marynowski	Trail Gymnastics
	Richard Ikeda	Twisters Gymnastics Club
	Cody Casey	Vancouver Phoenix Gymnastics
	Marc Davidson	Whistler Gymnastics
	Jenna McBain	White Rock Gymnastics Athletics Society

Non-Voting Participants	Kyna Fletcher	Chimo Gymnastics Club
	Michael Hood	GymBC Board - MTC Chair
	Jesse Jakins	GymBC Board - WTC Chair
	Brandon Jung	GymBC Board - Director-at-Large
	Livia Lau	GymBC Board - Director at Large
	Julie Sture	GymBC Judge/Nominee
	Catherine Dubinsky	GymBC Staff- Senior Manager, Operations
	Thorstein Fischer	GymBC Staff - Men's Program Manager
	Leanne James	GymBC Staff – Senior Manager, Development
	Jennifer Keith	GymBC Staff- CEO
	Momona Komagata	GymBC Staff - Women's Program Manager
	Aidan Muth	GymBC Staff – Events & Communications Manager
	Justin Schubert	GymBC Staff - Safety Officer
	Maddi Nethercote	Kelowna Gymnastix
	Julie Levasseur	No Club Affiliation
	Marc Boisvenu	Richmond Gymnastics Association
Jazmin Wojnarowski	Terrace Peaks	
Adriana Schemel	WAG Judge	
Jen Olthoff	White Rock Gymnastics Athletics Society	

Welcome

Aidan Muth welcomed everyone to the 2024 Gymnastics BC AGM and opened the meeting with a land acknowledgement.

Jennifer Lyster welcomed members to the 2024 Gymnastics BC AGM and introduced the members of the Board and GymBC staff in attendance.

1. Call to Order

The meeting was called to order at 10:05 am.

1.1 Establishment of Quorum

The GymBC Bylaws require 35% of Member Clubs to be present at a general meeting to form a quorum. Leanne James conducted a roll call of Authorized Voting Delegates and Non-Voting Participants. With 33 of 68 possible Authorized Voting Delegates present, a quorum of 48.5% was confirmed.

2. Explanation of remote technology and adaption

Aidan Muth shared a link to the meeting package and reviewed meeting management information relating to remote technology. He highlighted that Authorized Voting Delegates will vote on motions using electronic polls and the election will be managed using the Election Runner portal.

3. Agenda

3.1 Additions to agenda

Jennifer Lyster advised of one addition to the agenda, item 4.1 – Appointment of Scrutineers. There were no other additions to the agenda.

3.2 Approval of Agenda

Moved by Garry Ricks (Key City Gymnastics Club)
Seconded by Lance Martin (River City Gymnastics)

MOTION: *To approve the 2024 GymBC AGM Agenda as amended.*

CARRIED

4. Adoption of Rules of Order

Jennifer Lyster proposed that the rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern this meeting in all cases to which they are applicable and in which they are not inconsistent with the bylaws of the Society.

Moved by Karl McPherson (Duncan Dynamics Gymnastics Club)
Seconded by Jennifer Coimbra (Langley Gymnastics Foundation)

MOTION: *To adopt the Rules of Order for the 2024 GymBC Annual General Meeting.* **CARRIED**

4.2 Appointment of Scrutineers

Jennifer Lyster identified the need to appoint Scrutineers oversee the election and to validate the election results.

Moved by Richard Wischniewski (Delta Gymnastics Society)
Seconded by Garry Ricks (Key City Gymnastics Club)

MOTION: *To appoint Catherine Dubinsky and Justin Schubert as Scrutineers for the 2024 GymBC Annual General Meeting.* **CARRIED**

5. Meeting Minutes

5.1 Approval of Meeting Minutes

Moved by Lance Martin (River City Gymnastics)
Seconded by Nicola Marynowski (Trail Gymnastics)

Chantelle Yates noted that in the adjournment section, her club is wrongly noted. It was also highlighted that Terrace Peaks Gymnastics should be listed as Club, not Society.

MOTION: *To approve the October 15, 2023 AGM Minutes, as amended.* **CARRIED**

6. GymBC 2023-24 Annual Report

Jennifer Lyster referred to the Annual Report that was distributed in advance of the meeting. She extended gratitude to all members of the gymnastics community in BC for their commitment to the sport. She highlighted the hiring of the new GymBC CEO, Jennifer Keith, and the inaugural GymBC Xcel Challenge that saw over 800 participants. She identified safe sport as an ongoing priority for GymBC noting the launch of national SafeSport Gym Education program. She closed by thanking the members, Board and staff for their passion, dedication and leadership. Lyster invited the Technical Committee Chairs to provide highlights from the 2023-24 season.

WAG Technical Committee Chair, Jesse Jakins, shared that the inaugural GymBC Xcel Challenge was successful and a benefit to members noting that there were 750 WAG participants. She highlighted the first apparatus finals at the BC Championships as a creative idea that was well received. Additional notable highlights included the production of the 'Why Judge' video for all disciplines and the creation of a Team BC warm up video. She recognized that there were almost 3,000 WAG athletes registered last season.

Jakins reported that GymBC offered 8 workshops and clinics for WAG coaches and judges as well as 13 WAG judging courses and several CPE opportunities while one WAG judge completed the Brevet Candidacy Program. She closed by recognizing the achievements of BC athletes during the 2023-24 season.

MAG Technical Committee Chair, Michael Hood, reported that MAG participant numbers remained consistent from the prior year. He highlighted that 2023-24 saw 3 provincial camps and 2 Elite camps to support athlete development and to foster a sense of community among participants. A group of Team BC-eligible athletes traveled to Japan to support Canada Games preparations. He closed by recognizing the achievements of BC athletes during the 2023-24 season.

In the absence of TG Technical Committee Chair, Jill Drake, Jennifer Lyster highlighted that there was a notable increase of 98 new TG athletes over the prior season. BC's TG team excelled during the season with many athletes being selected to the national team and given international assignments.

She noted that the TG Technical Committee led initiatives to increase judge and coach development and new Learning Facilitators were trained to deliver NCCP courses. As a result, eleven new judges were trained and had access to mentorship at Provincial Cups. She closed by recognizing the achievements of BC athletes during the 2023-24 season.

In the absence of GFA Technical Committee Chair, Catou Tyler, Keara Urquhart, GFA Committee Member, shared that GFA continues to rebuild post-pandemic and saw an increase of 2,500 last season across all disciplines for a total participation of over 43,000 recreational members. She noted that the Rec Conference had 29 participants taking part in 12 workshops and the Fitter for Life Program was licensed from Australia and launched in BC, creating programming targeting seniors and Active for Life. Thirty clubs are actively participating in the program. GymBC also acquired access to the CanGym program for all member club, with 30 clubs requesting the material. Gymnaestrada was hosted by Delta Gymnastics with a 'Back to the 80s' theme and close to 300 participants.

Urquhart identified that GFA experiences challenges in attracting and training coaches. She also highlighted that the Technical Committee will be working on developing and implementing strategies to attract more participants to future Rec Conferences and Gymnaestrada.

The Chair opened the floor for questions and comments.

There was an inquiry about MAG and WAG athlete participation in the NCAA. MAG Program Manager, Thorstein Fischer, noted that no MAG athletes are participating in NCAA while WAG Program Manager, Momona Komagata, responded that she was unsure of the definitive number but guessed about 10 WAG athletes are participating in NCAA.

Acceptance of Annual Report

Moved by Keira Almas (Terrace Peaks Gymnastics)

Seconded by Jennifer Coimbra (Langley Gymnastics Federation)

MOTION: *To accept the 2023-24 Annual Report.*

CARRIED

7. GymBC 2022-23 Financial Report

GymBC CEO, Jennifer Keith referenced the Financial Report distributed prior to the meeting. She highlighted that the auditors reported a clean audit opinion and that reporting is in accordance with Canadian auditing standards. She reported that the auditors concluded that the financial statements present fairly, in all material respects, the financial position and the results of operations of the Association in accordance with Canadian accounting standards for not-for-profit organizations. Therefore, an unqualified audit opinion has been issued for the Association.

She reviewed the Statement of Financial Position noting an increase in assets compared to the prior year due to an increase of equipment held for resale as well as an overall increase in the cash balance. Accounts receivable are consistent with the prior year and property and equipment decreased mainly due to amortization. Total liabilities decreased largely due to a reduction in accounts payable because of a lower insurance expense accrual being recorded at year-end compared to prior years and the clearance of various outstanding invoices before year-end. Deferred revenue is consistent with the prior year and deferred contributions related to property and equipment decreased due to amortization.

Keith explained that the Statement of Operations details on how the surplus for the year was realized. The report includes notable schedules for technical program operations and special hosted events operations that detail some of the operational line items. Technical Programs saw a decrease in revenue over expenses for the year and Special Hosted Events saw an overall decrease though the net technical programs expenses increased in the year due to higher team accommodation and flight costs for events hosted outside of BC and inflation. Technical programs also saw an increase in salaries due to general wage adjustments and costs of maternity leave replacements. Net special hosted events operations increased as a result of GymBC hosting the Western competition, a larger scale BC Championships, and the introduction of registration fees for the new Xcel Artistic Competition.

Revenue increased by roughly \$389,864, including an increase in membership fees due to a timing difference between the membership year-end and the fiscal year-end. There was also an increase in grants received due to the Association receiving one-time top up funding from viaSport of approximately \$77,000 which was directed towards a club support program.

Expenses increased by \$289,088 compared to the prior year in part due to the technical program and special hosted events expenses but also as a result of an increase in Salaries, Consultants and Benefits as there were more staff in place than prior years and general increases in living costs. The decrease in admin salaries is attributed to the absence of a CEO from November to the end of the fiscal period. Overall, the increase in membership services expense is primarily due to surplus funds being re-distributed to clubs.

Keith noted that the Statement of Changes in Net Assets tracks the balance of the funds within the Association. The total net assets have been segregated between Restricted and Unrestricted Funds. Restricted funds are further broken down to property and equipment fund, Judges Cup, and Insurance Premium Fund as detailed in Note 11.

She advised that the Statement of Cash Flows measures the change in the bank account for the year. Overall, there was an increase in cash mainly due to the excess of revenue over expenses for the year, leaving the Association with total cash of \$932,272.

Keith also presented a Summary of Financial Results to validate that GymBC has seen two consecutive years of unplanned surpluses as a result of several staff changes that left positions vacant longer than expected, including the Safe Sport Officer in 2022-23 and the CEO in 2023-24. She also highlighted other notable contributors to the surpluses, including bank interest revenue, conservative budgeting for insurance fee revenues from the Northern Territories and BC Rhythmic members, and the second TG Canadians event of the fiscal year being run as a club-event rather than a GymBC event.

Keith acknowledged that while these variances appear large, the surpluses reflect only a marginal percentage of the budgeted expenses for the respective fiscal periods – 2.5% of the 2022-23 budgeted expenses and 5% of the 2023-24 budgeted expenses.

The Chair opened the floor for questions and comments. There were none.

Accept 2023-43 Financial Report

Moved by Garry Ricks (Key City Gymnastics Club)

Seconded by Karl McPherson (Duncan Dynamics Gymnastics Club)

MOTION: *To accept the 2023-24 Financial Report.*

CARRIED

8. Ordinary Resolutions

8.1 Appointment of the Auditor

Moved by Michele Dillon (Powell River Gymnastics)

Seconded by Keira Almas (Terrace Peaks Gymnastics)

There was an inquiry about how long Manning Elliott has been the GymBC auditor. Catherine Dubinsky responded that 2024-2025 will be the fourth year.

MOTION: *To appoint Manning Elliott as the auditors for the 2024-2025 fiscal period.*

CARRIED

9. Elections

Jennifer Lyster recognized that as a nominee, she is in conflict to Chair the election and advised that the GymBC Bylaws require the consent of a majority of the Voting Members present at the meeting to appoint an alternate chair.

Moved by Garry Ricks (Key City Gymnastics Club)

Seconded by Karl McPherson (Duncan Dynamics Gymnastics Club)

MOTION: *To designate Chantelle Yates as Alternate Chair for the remainder of the meeting.*

CARRIED

9.1 Election and Voting Procedures

Chantelle Yates provided a verbal update on the current status of the GymBC Board of Directors that was composed of 10 directors during the 2023-2024 cycle and confirmed that two Director at Large positions are to be elected at this AGM.

Leanne James reconfirmed that a quorum was still present with 33 of 68 (48.5%) of possible Authorized Voting Delegates present.

Yates advised that the deadline for nominations for the vacant Director-at-Large positions was October 27, 2024 and in accordance with GymBC Bylaws, nominations will not be accepted from the floor.

Yates referred to the Nominations Report that was approved by the GymBC Nominations Committee and distributed in advance of the meeting. She noted that GymBC received 5 nominations for the Director at Large positions:

- **Marc Boisvenu** from Richmond Gymnastics Association nominated by Puneet Bains.
- **Jennifer Coimbra** from Langley Gymnastics Foundation nominated by Ryan Hamilton.
- **Kyna Fletcher** from Chimo Gymnastics Club nominated by Jenna Fisher.
- **Jennifer Lyster** from Kamloops Gymnastics Trampoline Centre nominated by Kristie Malcahy.
- **Julie Sture**, a WAG Judge with no club affiliation, nominated by Momona Komagata.

Yates confirmed that voting will take place using the Election Runner online platform and that Authorized Voting Delegates can select up to 2 of the 5 nominees.

Yates introduced Marc Boisvenue. Marc Boisvenue was given 2 minutes to introduce himself to the members.

Yates introduced Jennifer Coimbra. Jennifer Coimbra was given 2 minutes to introduce herself to the members.

Yates introduced Kyna Fletcher. Kyna Fletcher was given 2 minutes to introduce herself to the members.

Yates introduced Julie Sture. Julie Sture was given 2 minutes to introduce herself to the members.

Yates introduced Jennifer Lyster, the sole incumbent. Jennifer Lyster was given 2 minutes to introduce herself to the members.

The Election Runner portal was opened providing Voting Delegates 5 minutes to cast their votes.

When the Election Runner portal was closed, the Scrutineers reviewed the results in a breakout room. Once validated, the Scrutineers reported the results to Chantelle Yates who announced that Jennifer Coimbra and Kyna Fletcher were elected to the GymBC Board of Director for two-year terms.

Yates congratulated the winners and thanked all of the nominees for their interest in supporting the interests of Gymnastics BC. She announced that the GymBC Board of Directors have appointed Livia Lau to a one-year term as Director at Large.

Yates acknowledged and thanked the outgoing Directors, Brandon Jung, June Tiefenbach, and Jennifer Lyster for their contributions to the Board of Directors.

10. Other Business

No other business was brought forward.

11. Adjournment

Moved by Michele Dillon (Powell River Gymnastics)

Seconded by Jennifer Coimbra (Langley Gymnastics Federation)

MOTION: *To adjourn the GymBC 2024 AGM at 11:25 am.*

CARRIED