

BOARD OF DIRECTORS MEETING**December 14, 2023****MINUTES****1. WELCOME**

Present:	Claire Carver-Dias, President	Keith Gillam, Treasurer
	David Bedford, Director-at-Large	Trevino Betty, Director-at-Large
	Karen Hacker, Director-at-Large	Ava Hill, Director-at-Large
	Patrick Kenny, Director-at-Large	Myles Spencer, Director-at-Large
	Robert Law, Athlete Representative	Carlene Variyan, Appointed Director
Guests:	Pradeep Sood, President CGFC	Linda Cuthbert, Chair Bid & Hosting
	Bruce Robertson	
Staff:	Brian MacPherson, CEO	Kelly Laframboise, Recorder
Regrets:	Greg Maychak, Director-at-Large	

The meeting was called to order at 10:05am (EST) with quorum, everyone was welcomed, thanked and a Land Acknowledgement conducted.

2. APPROVAL OF AGENDA

Motion moved by **Patrick Kenny**; seconded by **Keith Gillam**

“That the agenda be approved as distributed.”

CARRIED.

3. CONSENT AGENDA

Motion moved by **David Bedford**; seconded by **Karen Hacker**

“There being no objections, the consent agenda was unanimously approved. The consent agenda included the following resolutions: 3.1 October 23, 2023, Board of Directors meeting minutes, 3.2 Compliance Certificate.”

CARRIED.

4. REPORTS**4.1 CGF Update**

A brief update was provided on the 2023 CGF General Assembly (November 14-15, Singapore), highlighting:

- A *Commonwealth Sport Declaration on Reconciliation and Partnership with Indigenous Peoples*, presented by International Workgroup Co-Chair (and CSC Director) Ava Hill, was approved by acclamation by CGF members.
- Several topic specific workshops were held, including *Re-envisioning the Commonwealth Games*. There was a common understanding that change is needed.
- A new CGF President, Chris Jenkins, as well as 3 new Vice-Presidents and 3 new Regional Vice-Presidents were elected.
- A Tribute was given to outgoing VP Bruce Robertson for his tremendous contribution to Commonwealth Sport.

5. FINANCES

5.1 Financial Management Policy

The *Bookkeeping Services & Offer of Loan Services Agreement* between CSC and the Alberta 2030 Commonwealth Games Bid Committee included a provision for an interest-free, bridge loan of up to \$1M until Government Contributions were received. This provision highlighted a need for a more “transparent” provision and additional risk management in CSC’s Financial Management Policy, over Binding Contracts, Commitments and Obligations (Clause #6.4.1).

CSC reviewed the policies of 3 NSO/MSOs on Binding Contracts, Commitments and Obligations.

Motion moved by **Keith Gillam**; seconded by **David Bedford**

“To revise CSC’s Financial Management Policy on Binding Contracts, Commitments and Obligations to read:

6.4.1: The CEO, or designate, has authority to bind and/or financially commit CSC up to the amount approved in the annual operating budget. Any financial commitment, real or contingent, above \$10,000 that was not approved in the annual operating budget requires authorization from the Board of Directors.”

CARRIED.

5.2 Proposed 2023/24 CSC Budget Revisions

Several proposed budget changes were presented bringing the 2023-24 deficit down, from \$121k to \$89,839.

Motion moved by **Keith Gillam**; seconded by **Carlene Variyan**

“That the 2023/24 Budget revisions presented be approved bringing the approved deficit to \$89,839.”

CARRIED.

6. BUSINESS

6.1 Financial Modelling

As a follow up from the last Board meeting, Claire received interest from 4 individuals to undertake a financial modelling exercise for CSC on a volunteer basis. Claire asked for any other contacts and what type of guidance should be provided to these individuals – noting all were CPAs with no sport background.

- Challenge the revenue
- Keep instructions focused, and away from sponsorship, fundraising and sport marketing
- Modelling options should include:
 - o Commonwealth Games continue as scheduled (2026/7, 2030, 2034, etc.)
 - o No more Commonwealth Games after 2022
 - o No more Commonwealth Games after 2026/7
 - o Canada hosts the Commonwealth Games, on or before 2030

7. OTHER

None

8. IN-CAMERA SESSION



The CEO introduced an Item for Decision about Indexing Benchmark Salaries to Inflation. The Directors asked several questions directly to the CEO while he was present, then he left the meeting to allow the Directors to continue their discussion.

9. ADJOURNMENT

There being no further questions, comments or concerns, the meeting was adjourned.

Approved & Duly Signed:

September 9, 2024

Claire Carver-Dias, President

Date: