



# GYMNASTICS NOVA SCOTIA

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**Board of Director's Meeting**  
**Thursday, June 18th, 2020, 7:00pm**  
**Zoom Meeting**

## Final Minutes

1. **Call to Order at 7:06pm –**  
**Attendance: Sherry Watters, Megan Looke, Nick Lenehan, Carol Anne Prost, Jason MacLeod, Ted Higney, Vaughn Arthur, Stewart Gunn, Susie Gallagher, Cathy Huntington**  
**Staff: Angela Gallant Executive Director, David Brown Technical Director**

2. **Approval of Agenda**

**Motion** to approve agenda

**Moved Jason Macleod and seconded Vaughn Arthur**

**All in favour**

**Motion passed**

3. **Adoption of Previous Minutes – 2 sets (June 2<sup>nd</sup> and June 10<sup>th</sup>)**

**Motion** to approve June 10<sup>th</sup> and June 2<sup>nd</sup> minutes

**Moved Vaughn Arthur and seconded Ted Higney**

**All in favour**

**Motion passed**

- Business Arising
- Action items

**Previous meeting action:** to make sure that the committee chairs meet on an annual basis. (David)  
This will happen as part of the fall work plan.

**Topic items for this committee chairs meeting:** to include judging honorarium and who pays for judge travel. David will set up an email chain to get this ball rolling. This will remain on the agenda.

4. **Covid-19 Updates**

- Return to Play and forms – there was an announcement today that allowed for groups of 10 without social distancing and up to 50 using social distancing. There was a fair amount of discussion about the meaning of this. The primary issue is for the coaches who are coaching multiple groups. Angela will clarify this. Spotting will now be allowed and this should be reflected in the document. Spotting should still be **limited**. The requirement of coaches wearing masks when social distancing can't be maintained was changed to optional with the new announcement of a group of 10 without social distancing being allowed. The comment was made that we should not make big changes to the Return to Play doc. In the event that we might need to revert to stricter rules (2<sup>nd</sup> wave), then we will be in a better position to respond.

**Motion** that the Return to Play document be updated to reflect the changes made June 18<sup>th</sup> by the Province of Nova Scotia. Ver 3

**Moved Carol Anne Prost and seconded Stewart Gunn**

**All in favour**

**Motion passed**

- **CEWS funding**

The May CEWS funding has been applied for and CEWS for March and April has been received.

## 5. GNS Strategic Plan

**Previous meeting action:** 12-month plan to show how the Strategic Plan and the outcomes will be completed. Future GNS board agendas will reflect the outcomes and Strategic Plan and a record of their progress. Angela and David were tasked to do a 12 month plan.

*Update: David and Angela have started to discuss this and will continue to move forward*

## 6. GNS Budget – 2020-2021

Current pathways breakdown has been MAG - \$12000, WAG - \$12000, T&T - \$6000

**Previous meeting action** for the 3 Committee chairs to have a discussion on how we divide funds for pathways (David has this in his meeting agenda for Program committees)

## 7. Safe Sport Policies

**Previous meeting action** remains to have legal personnel review policy manual once all Safe Sport amendments are completed. The policy manual is ready in draft form and Angela has sent it to Sport and Law a quote on a legal review. She will also send it to a local law firm for a quote and she has applied for funding

Angela increased the ask for the S4S grant based on the S&L quote. If we are able to get more funding that would be another reason to go with Sport and Law.

*Update: Sport NS is also looking to have S&L do a Safe Sport Policy Suite for all PSO's. They are talking about using the GNS policies as a starting point. Angela is waiting to see how or if this will affect our ask for funding for the legal review by Sport and Law.*

**Previous meeting action:** to ask about members "not in good standing" during the legal review. Nick identified that we can withhold membership for members "not in good standing". We need to clarify what "in good standing" is? Does it mean more that have you paid your fees. There are many other scenarios that could be considered as not in good standing.

This will be asked when we go through the Legal review. We still need to clarify what is: In good standing"

**Previous meeting action:** Establish and support a Safe Sport Working Group with representation from the Board of Directors, Gymnastics Nova Scotia, athletes, coaches, officials, and external experts, as appropriate. Vaughn is still working on this and he has all but 2 confirmed

*Susie asked about the safesport working group. Vaughn gave an update to the progress on this committee. Currently looking for an athlete or former athlete to serve on the committee.*

Sherry lost connection at 7:35pm she rejoined at 7:40pm

## 8. GNS Annual General Meeting – via Zoom June 18, 2020 8:00pm

### • Nomination chair update

**Previous meeting action:** Nick will look further into how (or if) this new process affects member-at-large positions. Every year after the AGM the board would look at committees to determine relevance

*Update: Nick gave a review on the process and talked about some of the changes the board will be dealing with under the new board layout. Directors vs chairs of committees. (See attached - Nick's work on GNS Board Make up)*

**Previous meeting action:** Nick will create a draft flow chart to explain for the board the concept in greater detail.

*Nick discussed how the board will meet after the AGM to move people around to different positions. People will be elected as either a Director or Member-at-Large. The board can then move Directors within director positions and move Member-at-Large among these positions as they see fit.*

**Action for board** Angela has distributed the board expertise form to board members and Nick has asked that they complete it and return it to him by Friday May 8<sup>th</sup>.

**Update:** Nick has finished this summary and it was distributed to the board during the last meeting. Complete.

### • Other

- **Voting method - if we need to do a private vote we can use the chat box to vote.**
- **Chat line**
- **Scrutineer will be Nick Lenehan**
- **Re-convene if failure in technology, power, etc.**

## 9. Reports

- a) President – Vacant
- b) Vice President & Uniforms – Susie Gallagher - Susie gave an update on the staff reviews.

**Previous meeting action:** Jamie Ferguson suggested that Susie should take the lead on staff annual reviews and she will liaise with Erin from SNS for assistance on annual reviews/performance appraisals.  
*Update: Susie is working on reviews. But they are not complete – likely end of June.*

**Previous meeting action:** Susie noted that there should be a discussion of salary review after the minimum wage increase and cost of living for David and Angela. Susie will coordinate this.

**Previous meeting action:** *This issue was addressed at the end of the meeting in camera. Angela and David left the meeting*

It was passed by the board that GNS staff will receive an increase.

**Previous meeting action:** Susie will have GK do up a sample suit. GK is fully closed at this time. This may take time.

*Update: Everything is shut down, Susie will follow up.*

- c) Executive Director – Angela Gallant

**Previous meeting action:** Angela will put the call out for a host club for Atlantics. If there are no takers we will need to determine what to do next.

*Atlantics Gymnastics Championships hosting – waiting until the fall to put bids out Angela will notify clubs that we are next to host so clubs can think about it over the summer.*

- d) Technical Director Report – David Brown
- e) Treasurer – Sherry Watters

**Motion** It was moved to accept the draft financial report as presented by Peverill Accounting  
Moved by Sherry Watters and seconded by Vaughn

**All in favour**

**Motion passed**

- f) Women's Program Committee Director – Eleanor Melrose and Ted Higney
- g) Men's Program Committee Director – Nick Lenehan

**Action:** UCIC Cheques to Alta and Titans - we need discussion on these as the event was cancelled

- h) Trampoline/Tumbling Tech Committee Director– Thorne Sutherland
- i) Education/Recreation Director – Megan Looke
- j) Social Media Director – Jason MacLeod
- k) Safe Sport Director – Vaughn Arthur
- l) Events Chair – Melanie Wallwork
- m) Competitions Director – Stewart Gunn
- n) Historian & Awards Director – Carol Anne Prost
- o) Conflict Resolution Director – Ted Higney

## 10. New Business

- **Other** - Virtual meetings document – we will discuss this at board meeting prior to the AGM  
Angela discussed the document and presented as a tool we should have in place.

**Action** It was agreed that board members will review the doc for next meeting. *This action was delayed until the next meeting in the essence of time. The GNS AGM was about to start.*

## 11. Review of Motions and Action items

## 12. Next Board of Director's meeting date TBA

## 13. Adjournment at 7:55pm

**Motion** to adjourn at 7:55pm

Moved by Megan Looke and seconded by Carol Anne Prost

All in favour

Motion passed

## **GNS Board Make-Up**

### **8 Elected Directors**

1. Four (4) Voted in as Directors by the general membership at the AGM without a specific title
  1. Two (2) each year off-setting, serving a two-year term
2. Four (4) Voted in by their Program Committees (MAG, WAG, TG and Ed&Rec)
  1. This is done annually
  2. If no program committee exists then the Director is also voted in by the general membership
    1. 2020 example for this is Ed&Rec
3. At the first Board of Directors Meeting after the AGM, the new Board will select from the new and existing Directors.
  1. Positions that need to be filled are:
    1. President
    2. Vice-President
    3. Treasurer
    4. Corporate Secretary
      1. Corporate Secretary portfolio can be combined with the Treasurer
        1. This leaves one Director Position without a distinct portfolio

### **6 Member-At-Large Positions**

1. Voted in as members-at-large without a specific title
  1. Three (3) each year off-setting, serving a two-year term
2. At the first Board of Directors Meeting after the AGM, the new Board may select portfolios for members-at-large
  1. Possible Portfolios Include:
    1. Uniforms
    2. Conflict Resolution
    3. Historian & Awards
    4. Safe Sport
    5. Social Media
    6. Events
    7. Competitions
  2. The Board can create or alter member-at-large portfolios at any time