



ANNUAL GENERAL MEETING

May 12th, 2021

2020-2021 Board of Directors

Past President	John Marcellus
President	Terry Welsh
President-Elect	Carol Sheridan
Secretary	Sheena Boyles
Education Director	Ron Aubrey
Technical Director	Jayson Murray
Associates Director	Larry Robinson
Programming Director	Gary Paterson
Membership & Marketing Director	Erica McDonald
Lower Mainland Zone Director	Steve Napper
Thompson/Okanagan Director	Mike Fetterer
East/west Kootenay Zone Director	Vacant
Island Zone Director	Brad Coleman
Cariboo Zone Director	Ian James
North Zone Director	Bob Corbett
Skeena/Bulkey Zone Director	Tamara Gillis

Staff:

Executive Director	Dwayne Kalynchuk	dwayne@rfabc.com
Education & Business Manager	Dan Pagely	dan@rfabc.com
Communication Manager	Don Chow	don@rfabc.com

Instructors

Robert Baker	Ryan Graham
Geoff Chesterton	Steve Hebden
Jayson Murray	Wendy Hansen
Steve McLain	Marg Kovacs
Ron Aubrey	Andrew Smeaton
Ron Dietrich	David Levigton
Mark Uvacik	Josh Beaulic
Corrinne Garrett	

Annual General Meeting

Agenda

May 12th, 2021

1. Call to Order
2. Approval of the Agenda
3. Adoption of the minutes from May 13th, 2020 AGM
4. Reports:
 - President- Terry Welsh
 - Education- Ron Aubrey
 - Financial- Dwayne Kalynchuk Executive Director
5. New Business:
6. Elections
 - Positions up for Election
 - Membership & Marketing Director 2-year term
 - Education & Technical Director 1-year term
7. Approval of Life Memberships
8. 2021 Awards- John Marcellus Past President
9. New Business Arising
10. Adjournment

President's Message 2021

On behalf of the RFABC Board & Staff, welcome to our second virtual AGM and what I fervently hope is the last time we must do so. I am sure we all welcomed the arrival of spring and the hope that we feel as we begin to emerge from these challenging times. As I reflect on the past year, I continue to be amazed at the resilience of our sector and at all your individual efforts, innovative solutions, and commitment to serving our communities. Even during the tragedy that the COVID-19 Pandemic has brought upon us, we have been able to persevere. Our ability to willingly share and collaborate has served the sector well and will continue as we begin the work to restart recreation in our communities. There is no question that COVID-19 has brought many challenges, but it has also showcased our resiliency, ability to collaborate, and reinforced the importance of our services to our communities, which bodes well for our future.

Just before I move into celebrating the past year's accomplishments, I would like to give well deserved and special recognition to our partners at viaSport (Return to Sport Guidelines) and BCRPA (Guideline for Restarting Operations) for their ongoing efforts in providing support to the sector by way of reopening plans and templates, along with much needed provision of COVID-19 updates and communications. Greatly appreciated.

The RFABC Board has maintained a strong focus on strategic planning over past years, that has led to significant progress and growth for the organization. Our strategic plan has five key outcome areas: Membership Value & Engagement, Education & Professional Development, Communications, Governance, and Advocacy & Partnerships. Our annual workplans align directly with the goal statements of each of these outcomes and have resulted in significant growth in each of our outcomes. This ongoing growth of our organization has certainly been gratifying and I sincerely believe is reflective of the value we provide to the sector and to you as Members. I am pleased to inform you that our membership has grown from 700 in 2019 to approximately 1,100 today, an increase of 60%. Our thanks to Erica McDonald, our Membership & Marketing Director and Don Chow our Manager, Communications for their efforts. Our growth in communication services to our Members has been instrumental in driving this membership growth and a large part of that is due to the efforts of Carol Sheridan, our President Elect and Don Chow who have been steering the delivery of our new virtual initiatives for RFABC, those being technical webinars and F2F networking opportunities.

I am more than pleased to report that RFABC has been able to weather the fiscal challenges presented by COVID. Kudos to our Executive Director, Dwayne Kalynchuk and his Staff who have been highly creative and diligent in accessing funding and controlling costs over the past year. Our Education portfolio is the core of RFABC, and their ongoing efforts are a primary reason our revenue streams are being maintained through the pandemic. We extend our sincere appreciation to the team who are led by the trio of Dan Pagely, our Education & Marketing Manager, Ron Aubrey, and Ron Dietrich, along

with our Technical Director Jayson Murray and all our talented Instructors. They have been incredibly nimble and creative in responding to the challenges posed by the pandemic by developing and offering courses online.

Our partnerships and relationship building in the sector is an area of critical growth for RFABC and well-deserved kudos are due to Dan Pagely for his excellent efforts in this portfolio. Our relationship with both TSBC and WorkSafe continue to strengthen and are clearly providing significant benefits to the sector in terms of the promotion of safety culture. The involvement of RFABC and its Members on two TSBC committees, the Ammonia Risk Prevention Working Group and the Refrigeration Advisory Group provide the opportunity for both collaboration and dialogue with TSBC on technical issues. RFABC through Dan's efforts has built and strengthened relationships with viaSport, BC Hockey, Curl BC, BC Ringette, Provincial Health Authorities, Educational Institutions, and other allied stakeholders. And of course, one of our most important partner relationships is with BCRPA and we look forward to continuing our collaborative ventures.

Our Past President John Marcellus has led a reenergizing of the Past President's Committee with over 20 Past Presidents contributing their wisdom and organizational knowledge to support RFABC. The efforts of these individuals are to be lauded and are certainly appreciated. John along with Ron Aubrey and Vince Kreiser have worked diligently in revamping the RFABC Awards program with helpful guidance from the Past Presidents Committee. Vince Kreiser continues to be a mainstay of our F2F magazine with his excellent contributions of articles in each issue. Vince also serves as RFABC's historian and is a fountain of knowledge. A special shout out to Ron Aubrey whose commitment and generous support of RFABC over the years is more than noteworthy. Ron has donated funds to RFABC over the years whenever there has been a need without seeking any recognition (indeed even declining that). One of his most recent contributions has been the restoration of RFABC's trophies and awards.

Our Conference Committee, led by Jenna Stevens certainly deserve special recognition and our sincere appreciation for their perseverance in the face of our having to cancel not one, but two conferences. When many might have decided to throw in the towel, they put their noses to the grindstone and delivered a very successful online conference with approximately 250 attendees. The conference theme of "Resilience & Recreation" was well chosen and certainly topical given what the sector has been facing. Our thanks to the Conference Committee and all the conference Presenters. Well done!

Special thanks to our Zone Directors for their ongoing efforts in hosting Zone Meetings, which also have been a huge driver in the growth of the organization. Kudos to Steve Napper in the Lower Mainland, Brad Coleman on the Island, Mike Fetterer of Thompson-Okanagan, Bob Corbett in the far North, Ian James from the Cariboo, and Tamara Gillis from Skeena/Bulkley Valley. In 2019, RFABC welcomed Facility Programmers to our organization and created a new Board Position titled Facility Program Director. Hats off to Gary Paterson who more than willingly undertook the position and has worked

diligently to grow the stream and provide service for operational aspects of programming in recreation facilities.

I would certainly be remiss if I did not recognize our Associates, most of whom have been members of RFABC for many years. We greatly appreciate their commitment and ongoing support over the years and look forward to continuing those relationships. Many thanks to Larry Robinson, who serves on our Board as the Associates Director.

To my colleagues on the RFABC Executive, Carol Sheridan, President Elect, John Marcellus, Past President, Sheena Boyles, Secretary (and the glue behind all that we do), Ron Dietrich, Treasurer and our Staff, Dwayne Kalynchuk, Dan Pagely, and Don Chow, thank you for your support and excellent work on behalf of RFABC.

To all of you in our sector who have persevered through these challenging times, may I offer our sincere appreciation from RFABC for your efforts.

Be well,

Terry Welsh

RFABC President



Memo to: RFABC members

From: Ron Aubrey—Education Chair

RE: Activities from May 2020-2021

This past year has been an interesting time for our Association's Operations and Education Program due to the continuation of the Covid issues in BC.

With most of our Facility Operations being shut down off and on for the past year based on Provincial Health recommendations it has been exceedingly difficult to plan Educational courses or get site commitments for courses to happen.

When opportunities did present themselves, Dan made the best of them and ran Education programs needed.

One of our Most Positive Programs in the past year has been POOL OP 1 being offered online since May 11, 2020. We have run a POOL OP 1 Course every Month since then and are continuing them even now Monthly.

Another Positive note is the Demand and Development of a POOL OP 2 Course being offered online starting in May 2021. Again Corrinne- one of our Senior Pool Instructors and under contract with RFABC, stepped up and developed an "Updated POOL OP 2 manual" with the help of Ron Dietrich, me and our sister organization-Alberta's RFP.

Also, Corrinne used her experience from the POOL OP 1 course to do all the work necessary to build the online portion for the POOL OP 2 course.

She is also developing the power point presentation of the Pool 2 course for our Pool Op Instructors to use when face to face courses start up again.

On behalf of the RFABC, I cannot say a BIG ENOUGH "THANK YOU" to Corrinne for her work and help in moving the POOL EDUCATION Program forward.

Our Association continues to have a good working relationship with the Technical Safety BC, WorkSafe BC and Langara College. We are now developing a working relationship with Selkirk College.

Dan and I organized an online Cadre meeting for our Instructors in November. Due to Covid and not many course happenings we did not want our Instructors to feel left out and wanted to know how RFABC could support them.

RFABC along with some of our Partners have set up conference calls or information sessions with Recreation facilities to network and discuss how things are going and what can they do to support our members.

Dan taking an 8 month leave of absence from our Education program offerings will add to the workload of the staff and new Education Chair. I have made a commitment to assist in any way I can while Dan is away.

The Conference committee has shown great flexibility in offering an online Conference program that has seen particularly good response by the Recreation Industry and our members. "WELL DONE CONFERENCE COMMITTEE"

Lastly, thru out the years I have been Education Chair for the Association, there has been one person-- "RON DIETRICH" -- who has always been there for support, guidance and counsel. You are a "One of a Kind" and "Thank You" for all that you have done for me and continue to do for the Association.

As this is my "LAST EDUCATION REPORT" I want to "THANK" all Members, Staff, Executives, Boards, Instructors, Associates, Industry Associations, and nonmembers who have "Supported Me and the RFABC" while I have been the Education Chair for the last 10+ years.

I believe as a team we all have made a difference to the RFABC organization and the Recreation Industry is a better place.

Goodbye
RON AUBREY

Life Membership Nomination Mike Creedon



It is my honor and privilege to submit the name of Mike Creedon for the Recreation Facilities Association of B.C. Life Membership for 2021.

I first met Mike Creedon in 1984 when we both served on the RFABC Executive. I immediately recognized him as an open, respectful and progressive gentleman who always supported and affirmed the efforts of the people around him. His good nature, active listening skills and positive demeanor always made him a good mentor, negotiator as

well as an effective problem solver.

Mike regularly attended Island Zone meetings and served for two years as Island Zone director. He involved himself in numerous association projects, earning him a high degree of respect from his peers. He attended every annual conference and never missed the Annual General meeting, occasionally acting as parliamentarian. His wife, Jo, was always on hand to assist and sometimes lead in the activities of the Companion's Program. Many times, she addressed the delegation on behalf of the companions.

In 1990, Mike was awarded the RJ Muir award, one of the highest awards presented at any Annual Conference.

Up to and during his time as Association President (1988-1989), many critical issues had arisen in the Association's Business mainly.

- ongoing proposals for amalgamation with the Recreation and Parks Association.
- an improved and productive relationship with the Provincial Government through the Recreation and Sport Branch.
- the onset of the Boiler Branch's intent to regulate equipment operators and operations at all B.C. Ice facilities.
- the formalization of standardized training for Ice Facility Operators including certification.
- increase the RFABC's profile and influence wherever the future of recreation and sport's facilities futures were being discussed.
- and many others ...

Mike's excellent diplomacy and leadership ensured that there were many positive advancements in all of these areas during his term.

Since then, Mike has continued to keep the welfare of the RFABC at heart. Though retired from the field, he continues to attend occasional Zone meetings and annual conferences as well as serve on committees. He is an excellent mentor and never fails to leave a positive spin whenever he makes comment.

I hope that the executive and membership find this proposal's content agreeable to nominate Mr. Mike Creedon for the 2021 RFABC Life Membership.

Respectfully,

Denis Leclerc, Past President, Life Member

RECREATION FACILITIES ASSOCIATION OF BC

Financial Statements

December 31, 2020

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	2020	2019
ASSETS		
Current Assets		
Cash	\$227,291	\$38,156
Term Deposits		<u>127,932</u>
Total Current Assets	227,291	166,088
TOTAL ASSETS	<u>\$227,291</u>	<u>\$166,088</u>
LIABILITIES AND SHAREHOLDER'S EQUITY		
Current Payables and Accrued Liabilities		
Accounts Payable	\$40,000	\$586
Withholding Taxes Payable	<u>13,806</u>	<u>7,455</u>
Total Current Liabilities	53,806	8,041
Shareholder's Equity	<u>173,485</u>	<u>158,047</u>
Unrestricted	173,485	158,047
TOTAL LIABILITIES AND SHAREHOLDER EQUITY	<u>\$227,291</u>	<u>\$166,089</u>

	2020	2019
REVENUE		
Sales	\$402,259	\$483,371
Other Income (CEWS, Loan)	<u>87,274</u>	
	489,533	483,371
DIRECT COSTS AND CONFERENCE COSTS		
Facilities, Course & Other Direct Costs	135,578	181,533
Newsletter, F2F, Calendar	15,028	22,797
Conference Costs	<u>76,020</u>	<u>107,252</u>
	226,626	311,582
GROSS PROFIT	<u>262,907</u>	<u>171,789</u>
EXPENSES		
Advertising & Promotion	2,300	1,500
Bank Charges, Credit Card fees & accounting	12,700	8,507
Cvent booking fees	9,714	
Insurance	1,455	1,425
Business fees, licences, & Cvent	2,309	3,578
Course Development Costs		4,500
Office Expenses	10,092	8,536
Telephone	3,150	3,739
Travel Expenses	3,633	10,415
Wages & Benefits	141,772	141,143
Professional Fees (RFAM)	3,300	9,289
Website, Internet & Office	6,200	3,240
Supplies Expenses	992	141
Meetings Expense	4,087	14,441
TOTAL EXPENSES	201,704	210,454
EXCESS (DEFICIT) OF REVENUE OVER EXPENDITURE	<u>\$61,203</u>	<u>\$(38,665)</u>
NET ASSETS, BEGINNING OF YEAR	166,088	172,957
NET ASSETS, END OF YEAR	<u>\$227,291</u>	<u>\$140,952</u>

2020**2019****CASH FLOW FROM OPERATING ACTIVITIES**

Excess (deficit) of Revenue over expenditures	\$61,203	\$(38,665)
Net changes in non-cash working capital		
Working balances related to operations		
INCREASE (DECREASE) IN CASH AND CASH		
EQUIVALENTS DURING THE YEAR	\$61,203	(38,665)
CASH AND CASH EQUIVALENTS, BEGINNING OF THE YEAR	<u>166,088</u>	<u>192,829</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	\$227,291	\$166,088

REPRESENTED BY:

Cash	\$227,291	\$38,156
Term deposits and savings account	<u>0</u>	<u>\$127,932</u>
	\$227,291	\$166,088

