



2022 U SPORTS ANNUAL GENERAL MEETING

June 2, 2022

10:00 AM – 12:00 PM Atlantic

Meeting Minutes

THURSDAY, JUNE 2, 2022

Directors in Attendance:

Joanne MacLean (Chair), John Richard (Vice Chair), John Olfert (Treasurer and Member at Large), Christine Stapleton (Secretary), Graham Carr, Peter Ricketts, Geoffrey Phillips and Curtis Atkinson

Members in Attendance:

See Schedule "A"

1. Call to Order

The meeting was called to order at 10:00 AM ATD. Dr. Joanne MacLean acted as Chair of the meeting. A quorum of the members of the Board was present, and the meeting was duly constituted for the transaction of business.

2. Adoption of the Agenda (100% Yes, 0 No)

ON MOTION MADE by Jennifer Brenning, seconded by Lisen Moore, and unanimously carried **IT WAS RESOLVED THAT** the Agenda for the Annual Meeting held on June 2, 2022, be hereby approved in the form presented.

The 2019 Governance Review and Recommendations Report (Board approved in May 2019) was added to the agenda under item 10 ("Other Business").

3. Official Welcome / Opening Remarks

Lisette Johnson-Stapley (Chief Sport Officer, U SPORTS) and Dr. Joanne MacLean opened the 2022 Annual General Meeting by welcoming all delegates and observers, highlighting the achievements and challenges throughout the 2021-22 season, and acknowledging the collective efforts and unanimous support from across the four conferences, and the collective membership.

4. Moments of Recognition

Dick White (Interim CEO, U SPORTS) recognized departing staff members from the U SPORTS membership, Conference Offices, and other support systems of the National Office.



Dick addressed some of the projects undertaken throughout his two-year appointment as Interim CEO and highlighted the progress and continued efforts needed by incoming leadership. Dick closed with thanks to the U SPORTS staff, the Board of Directors, and the collective membership for their continued commitment to enhancing the Canadian university sport system.

Joanne acknowledged departing Directors of the Board (John Richard and Curtis Atkinson), as well as outcoming Interim CEO, Dick White.

5. Approval of Previous Minutes (June 10, 2021) (100%Yes, 0 No)

ON MOTION MADE by Tim Maloney, seconded by Sue Hylland, and unanimously carried **IT WAS RESOLVED THAT** the minutes of the Annual Meeting held on June 10, 2021, are hereby approved.

6. Presentation of Audited Financial Statements (2021-22)

John Olfert (Treasurer, U SPORTS Board) virtually presented the audited financial statements of the Corporation for the fiscal period from April 1, 2021, to March 31, 2022, as well as a robust summary of the work undertaken by the Finance Committee over the course of the previous fiscal.

Through significant efforts by management in the areas of cost-control, as well as through securing COVID-19 funding, the organization closed the year with a bottom line of just over \$705,000 in net revenue (compared to the projected April forecast of approximately \$587,000). It was confirmed this amount would be directed to outstanding Travel Pool payments owed to the members.

The National Office anticipates a significant reduction in available COVID-19 relief funding for 2022-23, and will be budget planning accordingly (i.e., continued cost mitigation where feasible).

KPMG reported a “clean” audit and did not identify any control deficiencies or material misstatements. The financial position of the Organization (as of March 31, 2022), and its results of operations and its cash flows for the year-end were in accordance with Canadian Accounting standards for not-for-profit organizations. KPMG also acknowledged the National Office’s transparency with providing requested materials.



The Finance Chair reiterated that moving forward, the overriding goal for the organization will be repayment of outstanding debts to the membership, and for long-term financial stability.

Members of the Finance Committee, John Olfert (Committee Chair), Jennifer Brenning, Pierre Arsenault and Nancy Walker, National Office staff, and Kirsten Giles (KPMG representative) were commended for their contributions to the committee, over the course of the 2021-22 fiscal year.

7. Appointment of Public Accountant (100% Yes, 0 No)

Support by the Board (as well as by the Finance Committee) for the continued utilization of KPMG in serving as the public accountant for the National Office, during the 2022-23 fiscal.

ON MOTION MADE by Jennifer Brenning, seconded by Lisen Moore, and unanimously carried **IT WAS RESOLVED THAT** KPMG be retained as the public accountant of the Corporation for the ensuing year.

8. Confirmation of Directors (100% Yes, 0 No)

ON MOTION MADE by Stephanie White, seconded by Roly Webster, and unanimously carried **IT WAS RESOLVED THAT** the directors of the Corporation are hereby confirmed as follows:

Graham Carr
Dave Crook
Joanne MacLean
Karen Murphy
Steven Murphy
John Olfert
Geoffrey Phillips
Peter Ricketts
Christine Stapleton

9. Presentation of Committee Reports

Committee Reports from the 2021-22 season were presented by representatives of the Eligibility; Equity, Diversity and Inclusion; International and Sport Committees. Each report provided a high-level overview on the year's successes, challenges, and strategic priorities for the coming 2022-23 season. It was noted



that all final reports would be uploaded to the U SPORTS website (usports.ca), under the “HQ” section, and specifically within the “2022 Annual Meeting” tab.

Dr. Joanne MacLean thanked all committee members and U SPORTS support staff for their many contributions to U SPORTS Governance, throughout the 2021-22 season.

10. Other Business

Governance Review and Recommendations Report (May 2019)

A motion was brought forward to address some outstanding action items from the Governance Review and Recommendations that was completed in 2019.

From the comprehensive review, recommendations were provided by the Conferences and members to further enhance the existing U SPORTS Governance model. For various reasons (e.g., changes in leadership, etc.) some recommendations have remained inactive. Four key areas from the report were identified as future priorities for the Board and Governance Committee to address:

- I. The development and adherence to a Consultative Spectrum that be utilized by Board, Standing and Operating Committee members
- II. The development of a Board, Standing and Operating Committee “Expectations Guidelines” document, with annual signoffs from respective committee members
- III. Enhancing the effectiveness and value of the Management Advisory Council (MAC), and
- IV. Provide clarity around Committee Structures / how (Operating) Committee members are selected

To date, excellent work has been by done in the areas of U SPORTS governance. The key message for the National Office is that members want to be heard, want to be communicated with, and want to be engaged with on matters related to governance. The main purpose for this discussion being added to agenda was to highlight the importance of this work for the future advancements of the organization.

The Board acknowledged the call to action from the membership and reaffirmed that the organization’s systems of governance would be optimized to address the shortfalls referenced. The areas will serve as priority action items for the National Office over the course of the next year.



ON MOTION MADE by Jennifer Brenning, seconded by Tom Huisman, and unanimously carried **IT WAS RESOLVED THAT** the U SPORTS Members request the development of an action plan to address the details and operational logistics of outstanding items remaining from the May 2019 Board Approved Governance Review and Recommendations, including the impact on Governance Policy 80.40, By-Laws and articles, that require further exploration and examination by the Board, Governance Committee, National Office and / or membership.

11. Adjournment of Meeting

ON MOTION MADE by Tim Maloney, seconded by D'Arcy Ryan, and unanimously carried **IT WAS RESOLVED THAT** the annual meeting held on June 2, 2022, be hereby adjourned.

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**SCHEDULE "A" –
LIST OF VOTING DELEGATES**

First Name / Prénom	Last Name / Nom de Famille	School / École
Brian	Finniss	Acadia University
Dave	Trudelle	Algoma University
Matt	McBrine	Bishop's University
Russ	Paddock	Brandon University
Melissa	Krist	Brock University
John	Ryan	Cape Breton University
Jennifer	Brenning	Carleton University
D'Arcy	Ryan	Concordia University
Tim	Maloney	Dalhousie University
Jaimie	Mintenko	Lakehead University
Bryan	Carruthers	Laurentian University
Joel	Mrak	MacEwan University
Geoffrey	Phillips	McGill University
Keenan	Jeppesen	McMaster University
Karen	Murphy	Memorial University of Newfoundland
Marcel	Dupuis	Mount Allison University
Karla	Karch	Mount Royal University
Linda	Melnick	Queen's University
Darren	Cates	Royal Military College of Canada
Scott	Gray	Saint Mary's University



Leo	MacPherson	St. Francis Xavier University
Curtis	Atkinson	Thompson Rivers University
Nick	Asquini	Toronto Metropolitan University
Sarah	Bately	Trent University
Jeff	Gamache	Trinity Western University
Martine	LeBlanc	Université de Moncton
Manon	Simard	Université de Montréal
Simon	Croteau	Université de Sherbrooke
Alexandre	Lamarre	Université du Québec à Montréal
Isabelle	La Vergne	Université du Québec à Trois-Rivières
Julie	Dionne	Université Laval
Katie	Spriggs	University of Alberta
Samantha	Prichard	University of British Columbia
Tom	Huisman	University of British Columbia Okanagan
Ben	Matchett	University of Calgary
Wally	Gabler	University of Guelph
Gene	Muller	University of Manitoba
Jeff	Speedy	University of New Brunswick
Loralyn	Murdoch	University of Northern British Columbia
Susan	Hylland	University of Ottawa
Jane	Vessey	University of Prince Edward Island
Lisa	Robertson	University of Regina
Shannon	Chinn	University of Saskatchewan
Steve	Tuckwood	University of the Fraser Valley





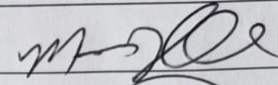
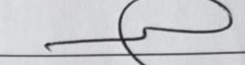
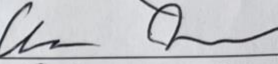
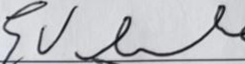
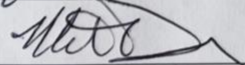
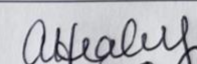
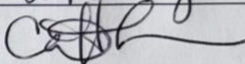
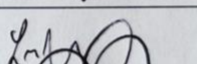
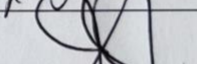
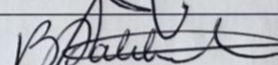
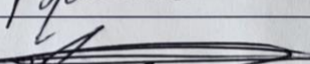
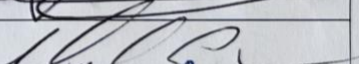
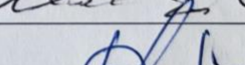
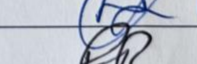

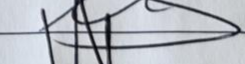
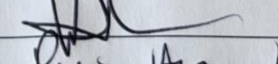
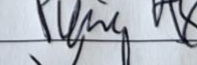
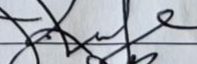
Steve	Manchur	University of Toronto
Roly	Webster	University of Waterloo
Mike	Havey	University of Windsor
Dave	Crook	University of Winnipeg
Christine	Stapleton	Western University
Kate	McCrae Bristol	Wilfrid Laurier University
Mack	Abbott	York University

NOTE: the following institutions were not in attendance:

- Nipissing University
- Ontario Tech University
- St. Thomas University (non-voting)
- University of Lethbridge
- University of Victoria



SCHEDULE "B" –
LIST OF ALTERNATE DELEGATES / OBSERVERS

FIRST NAME	LAST NAME	MEMBER INSTITUTION	OBSERVER SIGNATURE
Matt	Packwood	BRANDON	
Roger	Archambault	UOTAWA	
Alicia	Hurley	UFV	
Eric	Vandenberghe	Windsor	
Math	Davies	OUA	
Adrienne	Healey	USask	
Carol	Hofer	TWU	
Lindsay	M'ALPINE	MACLENN	
Just	SASSO	Bishop's	
Brenda	Laliberte	U. Sherbrooke	
Ryan	LANNAN	WILFRID LAURELIER	
Shel	Eyles	STU	
Dalw.	Myn.	Calh.	
Peter	Ricketts	Acadia	
Mike	Bahr	UPEI	
William	Meylan	UNBEN	
Pierre	Arsenault	MTA USPORTS	
John	Keefe	AUS	
Ian	Read	U of Alberta	





FIRST NAME	LAST NAME	MEMBER INSTITUTION	OBSERVER SIGNATURE
Brian	Bowyer	Waterloo	
DANIKA	SMITH	OTTAWA	
Cindy	Tye	Dalhousie	
Lisa	Mason	Ucal	
AMSO	Sunder	AUS	

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