



Board of Director Minutes
July 21, 2026, 4:00 pm via Google Meet

Present: Chris Cook (ED); Board Members: Scott Suffolk, Roxanne St-Pierre, Martin Farnham, Kristen Anderson, Steph Roorda, Lister Farrar, Matthew Cooperwilliams.

Regrets: None

Submitted by Martin Farnham

1. Meeting Open

- Call to order 4:03pm
- Land acknowledgment
- No new conflict of interest disclosures were made
- Minutes from the May 19 meeting were approved
- The agenda was approved as circulated

2. Annual selection of Board Executive and Board Committees and discussion of meetings logistics

- This being the first meeting since the AGM and Board elections, Board members briefly introduced themselves and discussed items they consider priorities for the coming year.
- After a brief discussion, Board members selected new Executive Members and Board Committee assignments.

Motion: That the Cycling BC Board Executive for 2026-2027 will comprise Roxanne St-Pierre as Chair, Kristen Anderson as Vice-Chair, Scott Suffolk as Treasurer, and Martin Farnham as Secretary.

Moved by Martin Farnham, Seconded by Scott Suffolk; All in Favour

- Board members will serve on the the following Board Committees for 2026-2027:

Governance and Ethics: Matthew Cooperwilliams (Chair), Steph Roorda, Martin Farnham

Nominations and Human Resources: Kristen Anderson (Chair), Roxanne St-Pierre, Matthew Cooperwilliams.

Finance and Audit: Scott Suffolk (Chair), Lister Farrar, Martin Farnham

Each of these committees may include additional non-Board members per their terms of reference.

- The new Associate Director Sport Performance, Coaching, and Education, Tim Sherstobitoff, joined the call briefly for the Board to welcome and congratulate him.
- The Board discussed whether to appoint any further Board members (up to 2 would be permitted by Bylaws) to fill skills gaps. The need for additional legal and fundraising expertise was discussed as was the desirability of discipline and geographic diversity. It was agreed to delay a decision on appointments until a future meeting.
- Members discussed meeting cadence for the year. It was agreed that the recent couple years' *monthly* frequency of meetings is no longer needed, as the new ED is up to speed and the heavy lifting of writing the Strategic Plan is done. The group agreed that somewhere between 6 and 8 meetings a year was probably sufficient. Roxanne and Chris will discuss and get back to the group to schedule meetings for the year.
- Members discussed meeting times; some find regular workday hours easier times to meet. There was openness to scheduling at least some meetings during the regular workday or in the early morning, as opposed to the traditional 7-9pm slot
- Chris pointed the Board to a document summarizing the Organizational Enhancement Initiative (SportLaw) recommendations that remain to be discussed/implemented.
- Chris pointed the Board to a document summarizing policies that require updating; Martin suggested that Board members review the policy document and make note of any policies that they felt were priorities for updating.

3. Executive Director (ED) Report

- Membership is steady YTD relative to last year; BC membership is younger than that of other PSOs (37 for BC; 40-42 for other PSOs); We are 70/30 male, so work is needed to expand non-male membership.
 - CCN audit/review continues with Interprovincial Council. Much frustration with CCN, but we will use it for 2027. A decision about 2028 should be made this fall. Other platforms under review/consideration.
 - Chris in conversation with bike shops about expanding their presence on our website and expanding our presence in shops.
 - Staff has adopted Operations Plan; set quarterly goals; they're working hard.
 - BMX event in Nanaimo was a great success; product of long work on a partnership.
 - Crit Provincials location and date needed to be moved (to UBC), due to uncertainty with original plan.
 - Cycling Canada sees HopOn as a key way to attract Federal Funds following on the Future of Sport report. We'll need to communicate clearly with CC the problems that our members have with HopOn and think about ways to develop stronger pathways from HopOn into competitive sport, if such funds are to be useful to us.
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4. Committee Reports

- **HR and Nominations:** Nothing to report, aside from the successful completion of the search for the Associate Director position.
 - **Governance and Ethics:** Matthew spoke to the need to improve our SafeSport policies and processes. There is an upcoming meeting with Chris to discuss ways to improve alignment.
 - The Board meeting went *in camera* briefly to discuss a particular SafeSport complaint.
 - **Finance and Audit:** Scott reported that Kim (our financial contractor) is preparing a report on the latest quarter. The Finance Committee will meet when that's prepared and Scott will report at the next meeting. Chris noted that we are in a good position with respect to the budget thus far this year.
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4. Meeting Adjournment

- Next meeting TBD (Roxanne and Chris will discuss and circulate a scheduling poll)
- The meeting adjourned to its usual *in camera* discussion at 6:00pm.