



## **Board Nomination 2026-2028 Process and Background Information**

### **What is the BC Recreation and Parks Association (BCRPA)?**

BC Recreation and Parks Association (BCRPA) is a not-for-profit organization representing 100+ local governments, 5 First Nation communities, 5,400+ members and 2,800 fitness professionals. We are a leader, advocate and go-to resource for expertise and guidance about the recreation and parks sector. Guided by our 2025-2027 Strategic Plan, we are grounded in our commitment to reconciliation, increasing well-being through physical activity and access to nature, addressing climate change, and promoting equity, diversity and inclusion.

Since 1958, BCRPA has provided leadership, training, and support, underpinned by the principles of accessibility and inclusion, to help its members meet provincial and local health and physical activity priorities.

The purpose of BCRPA is to connect and inspire professionals to build healthy and resilient communities through the power of recreation and parks.

### **How is the Board of Directors structured?**

The Board composition consists of 10 members:

- President (automatic succession)
- President-Elect
- 6 to 8 Directors-at-Large

The Chief Executive Officer sits as Non-Voting Advisor (article 5.11 of the bylaws). Each year, half of the directors' terms are concluded, which opens those roles for election.

In October 2024, the Board passed a motion to reduce the board size from 10 to 8. This is an effort to rebalance the board positions open during each cycle. The Board will expand back to 10 in 2026 to enable four (4) director-at-large positions vacant (rather than two)

- There are currently two (2) vacant director-at-large positions.
- In April 2026, there will be two (2) directors completing their terms.
- Six (6) directors will continue their role on the Board.
- With the change of the size of the board, there will be four (4) director-at-large positions vacant.

**At this time, the Board is seeking candidates for four (4) director-at-large positions, each for a two-year term, beginning April 30, 2026 and ending at the conclusion of the AGM in 2028.**

Responsibilities are described below.

## **Who is qualified to be a Board Director?**

Only BCRPA members in good standing may be elected to the Board of Directors. Directors must possess a majority of the following competencies in the areas related to the sector, leadership, and to the specific competencies needed to strengthen the Board complement in this election year. Competencies are a set of skills, abilities, and behaviors. They relate to an individual's personal philosophy, lived experience, responsibilities, roles, and capabilities. To fulfill its mandate and provide leadership to our sector, BCRPA's Board as a whole must hold the following specific competencies:

### **Sector Related:**

- Has experience working in the sector, and is committed to the importance of recreation (indoor and outdoor), parks, fitness, sport, health and wellness for individuals, families, organizations and the community's quality of life.
- Embodies ethical principles and professionalism
- Has awareness of current issues and trends in parks and recreation
- Has knowledge of current IDEA (inclusion, diversity, equity and accessibility) practices in parks and recreation
- Is grounded in service excellence and customer experience
- Complements the composition of parks and recreation services and spaces including geography (e.g., small town) and service delivery models (e.g., regional district, private sector and not-for-profit)
- Has an understanding of the allied sector BCRPA works with or could work closely with
- Is knowledgeable of UNDRIP (United Nations Declaration on the Rights of Indigenous Peoples), Truth and Reconciliation and their application to recreation and parks.

### **Leadership Related:**

- Is committed to supporting the mandate and enhancement of BCRPA
- Has senior leadership experience working on and with governance boards
- Is a creative, visionary, and strategic thinker
- Has proven leadership ability
- Embodies an understanding of municipal and provincial government roles
- Thrives in optimizing group dynamics and processes
- Is a team player
- Has experience in change management
- Has political acumen/advocacy experience at all levels of government
- Is experienced with relationship and partnership building
- Has fundraising and investment knowledge
- Is financially literate

### **Recruitment Related:**

BCRPA seeks candidates who can help deliver on the 2025-27 strategic plan that is grounded in our commitment to reconciliation, increasing well-being through physical activity and access to nature, addressing climate change, and promoting equity, diversity and inclusion

In alignment with these strategic priorities, these key competencies have been identified:

- Ability to shape and embody our core commitments to sustainability, decolonization, equity and outstanding quality of life for all

- Works within recreation and parks planning (with knowledge and experience in climate change, social services, accessibility, childcare)
- Is a champion of BCRPA's fitness program and BCRPA Registered Fitness Leaders
- Has expertise in the linkage between physical health and mental well-being and resilience
- Has senior board or governance leadership experience (e.g. Society, NGO, Commission)

#### **How will the Nominating Committee select candidates?**

The objective of the selection process is two-fold:

- To ensure that the Board combines a constituency-based representative board of directors and a corporate governance board, and
- To ensure that, collectively, the Board Members are qualified to bring to the board table the knowledge and expertise required to fulfill the vision and mission of BCRPA.

The Nominating Committee will consider all nominations received from members by the deadline of **Wed, February 4 at 3:00 pm**. An election will be held should there be more eligible candidates received than open positions.

#### **How can members nominate candidate(s)?**

Nominees must complete and sign the Nomination Form. Nominations may be submitted by email to:

**BCRPA Nominating Committee, care of Katie Fenn, CEO:** [kfenn@bcrpa.bc.ca](mailto:kfenn@bcrpa.bc.ca)

**Applications must be received by the Nominating Committee by 3:00pm on Wed, February 4, 2026.**

The nomination form should be submitted to the BCRPA Nominating Committee, along with a brief candidate profile highlighting the candidate's competencies (300 words), and a digital photograph (300 dpi is preferred).



## British Columbia Recreation and Parks Association Roles and Responsibilities of the Board

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### **General Information**

As outlined in the BCRPA Bylaws (Part 5, 5.4) the Board of Directors is comprised of:

- President
- President-Elect
- Director (6 to 8)
- The Chief Executive Officer is a Non-voting Advisor on the Board

Terms of officers and directors are as follows:

- President – Automatic succession from the office of President-Elect, serves two years
- President-Elect – Two years
- Director – Two years

Specific Tasks:

- Attendance at BCRPA Board of Directors meetings
- Attendance at BCRPA Annual General Meeting
- Attendance at BCRPA Annual Symposium
- Complete annual board of directors evaluation
- Complete annual performance review of CEO
- Approval of BCRPA business plan
- Review and approval of quarterly financial statements
- Review and approval of annual BCRPA budget
- Review and approval of annual Symposium budget
- Establish annual Nominating Committee
- Establish annual Provincial Awards Selection Committee

### **Governance Principles**

- Outward vision rather than internal preoccupation;
- Strategic leadership rather than administrative detail;
- Collective rather than individual decisions;
- Future rather than past or present;
- Proactivity rather than reactivity;
- Commitment to obtaining member input;
- Encouragement of diversity in viewpoints, and
- Clear distinction of Board of Directors and staff roles.

### **Fiduciary Responsibilities**

The overall **fiduciary responsibilities** of the Board (the responsibility for funds entrusted to the Board on behalf of the members) ensure that the organization is operated according to the laws and within the framework of its mission. As fiduciaries, Board Members need to exercise reasonable care in safeguarding the organization's assets. The Board also ensures proper management of the organization and as part of its fiduciary responsibility needs to secure appropriate funding to carry out the activities of the organization.

The entire Board is responsible for the financial health of the organization. The budget, the accounting information system and financial policies are tools the Board uses to exercise its fiduciary responsibilities. Financial Statements should be examined and are made up of two reports: the Revenue and Expenditure Statement and the Balance Sheet. They provide a clear picture of the organization's overall financial health. The Chief Executive Officer's limitations account for this information and ensure that it is gathered and monitored over the course of the year and fed into these reports. This is why accurate bookkeeping and internal control are important. The quality of the financial statements depends on the quality of the data collected throughout the year.

All directors in carrying out their functions must achieve a "standard of care." In general, that standard of care for directors of charitable corporations is a *subjective* one, rather than objective. The subjective standard requires that a director exercise the degree of skill that may reasonably be expected from a person of his or her knowledge and experience. Under this subjective test, a lawyer or accountant would usually need to achieve a higher level of care than a person without similar training.

#### **Key Features of the BCRPA Governance Model:**

- **Govern** – Board of Directors
- **Manage** – Chief Executive Officer
- **Deliver** – Staff and volunteers
- The Board focuses on strategic planning, policy development and governance;
- The Board uses the expertise of individual members to collectively enhance its ability to make policy;
- The Board enforces upon itself whatever disciplines are needed to govern with excellence. These disciplines will include matters such as attendance, preparation for meetings, policy-making principles, respect of roles, and ensuring the continuity of governance capability;
- The Board represents one collective voice with decision-making authority in Board meetings only;
- Official Association representation is through the President and CEO;
- All communications with staff is through the CEO.

#### **Current Board Composition:**

In 2026, the following Board Director terms are ending:

- **Abby Fortune**, Director-at-Large (completing first term as Board Director)
- **Lauralee March**, Director-at-Large (completing second term as Board Director)

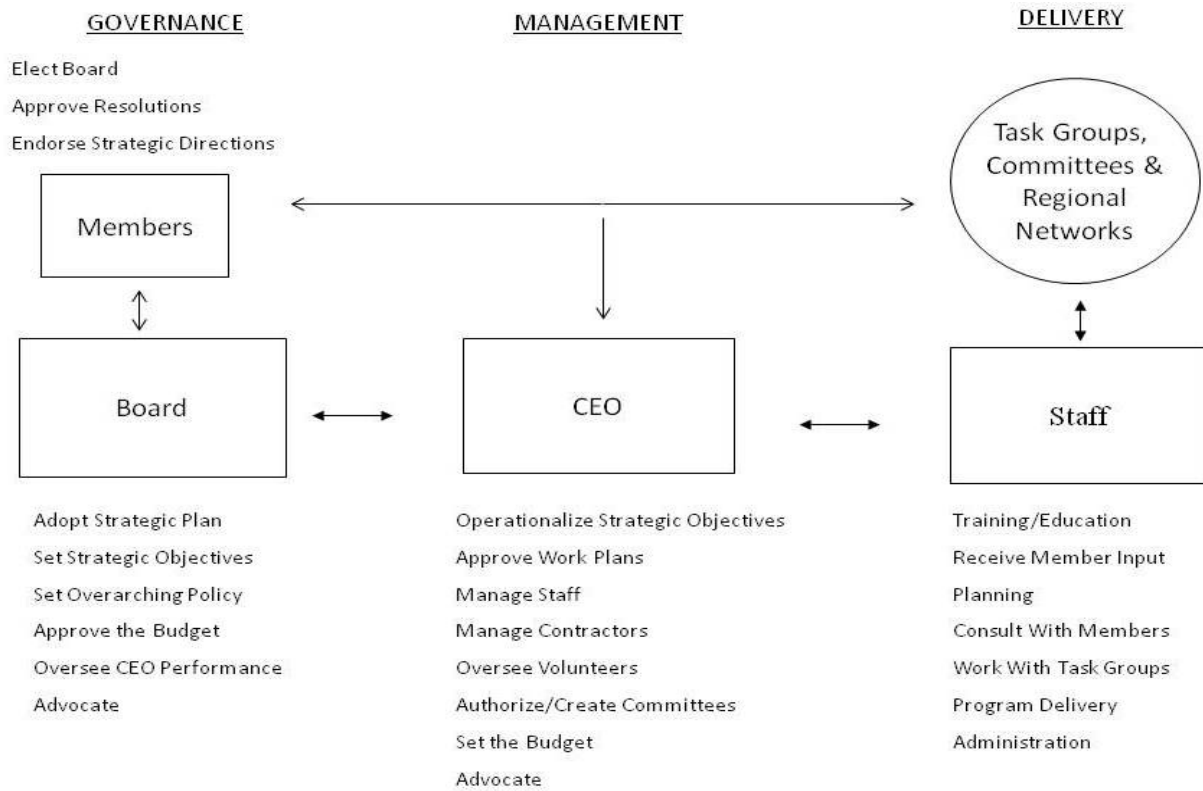
#### **Continuing Board Members into 2026:**

- **Steve Kellock**, President
- **Kelsey Johnson**, President-Elect
- **Mary Morrison-Clark**, Director-at-Large (continuing second term as Board Director)
- **Neal Aven**, Director-at-Large (continuing third term as Board Director)
- **Nicole Beauregard**, Director-at-Large (continuing first term as Board Director)
- **Steve Knoke**, Director-at-Large (continuing first term as Board Director)

In addition, there are two (2) Director-at-large vacancies.

## Governance Model

The BCRPA has adopted a Results Oriented governance model:





# BCRPA Region Map



<i><b>Region</b></i>	<i><b>Board Member</b></i>	<i><b>Regional Liaison</b></i>
<b>1. Vancouver Island/Coast</b>	<b>Abby Fortune, Ucluelet</b> <b>Steve Knoke, Esquimalt</b>	<b>Susie Saunders, Courtenay</b>
<b>2. Sea to Sky</b>	<b>Steve Kellock, Vancouver</b> <b>Mary Morrison-Clark, Burnaby</b>	<b>Roger Weetman, Whistler</b>
<b>3. Fraser Valley</b>	<b>Lauralee March, Township of Langley</b> <b>Neal Aven, Surrey</b>	<b>Danielle Pope, Abbotsford</b>
<b>4. Thompson/Okanagan</b>	<b>Kelsey Johnson, Penticton</b>	<b>Jordan Petrovics, Golden</b>
<b>5. Kootenays</b>		<b>Tia Wayling, Regional District of Central Kootenays</b>
<b>6. Cariboo</b>		<b>Robyn McConkey, Prince George</b>
<b>7. Northeast</b>		<b>Krista Pearson, Northern Rockies Regional Municipality</b>
<b>8. Northwest</b>	<b>Nicole Beauregard, Prince Rupert</b>	<b>Alissa MacMullin, Haida Gwaii</b>