



2024 Skate Canada AGM Standing Committee Report

Standing Committee Name: Recruitment and Development Committee

Committee Chair and Members:

Gregor MacLean (Chair)
Karen Howard
Patty Klein
Paul MacIntosh
Patrick Roch
Erica Topolski

Committee Mandate Summary:

The Recruitment and Development Committee (RDC) has been delegated to develop and manage processes for the Skate Canada's Board of Directors succession planning. The RDC is tasked with identifying skills and competencies required to support and provide oversight of Skate Canada through an Engaged Policy Board structure. In addition to the recruitment of candidates for available Board positions, the RDC will recommend to our membership candidates for election based on a thorough review of all nominees, considering among other things, skills, competencies, diversity, independence, and the desire for athlete representation to support the work of the Skate Canada Board.

Committee Report:

Members of 2023-2024 RDC worked as a collaborative and focused group. The committee met 9 times during the season, all by videoconference. Highlights of the committee's activities include:

1. The RDC Terms of Reference and 2023-2024 Work Plan were revised to better reflect the evolution of the committee as a standing committee of the Board.
2. The RDC was vested with the authority to provide a recommended list of candidates to the members for election at each Annual General Meeting beginning in May 2024.
3. The RDC proactively seeks out and incorporates strong governance practices into recruitment efforts, updating board application materials, resources, and communications applicable to the nomination and election processes.
4. The RDC ensured the recruitment process was in full compliance with the Canada Sports Governance Code as mandated by the Federal Minister of Sport for all National Sport Organizations (NSO).
5. Present board members are surveyed annually on skills and competencies and data is compiled in a board skills matrix and utilized for recruitment and succession planning.
6. The 2024 Board of Directors application included diversity questions and a self-assessment of skills and competencies. Combined with individual interviews of applicants, the RDC was



in a strong position to match the needs of the outgoing Board with skills and competencies offered from all the applicants seeking election. The RDC is confident in the resulting recommended list of applicants for election to the Board.

7. The RDC was incredibly pleased to have received interest from 8 individuals wishing to serve on the 2024-2026 Board of Directors. The RDC provided the recommended candidates for the Director West, Director Quebec, Director Coach, and 3 Director at Large positions. On April 15, 2024, the Nomination Report of the RDC was submitted to Debra Armstrong, CEO Skate Canada.

Gregor MacLean
Recruitment and Development Committee Chair