



**TRACK & FIELD / ROAD RUNNING / CROSS  
COUNTRY**

214-200 Main St. Winnipeg, Manitoba R3C 4M2  
Tel: 204-925-5743 Fax: 204-925-5792 [athleticsmb@shaw.ca](mailto:athleticsmb@shaw.ca)  
[www.athleticsmanitoba.com](http://www.athleticsmanitoba.com)

Athletics Manitoba  
AGM Agenda  
Tuesday, October 13, 2009  
7:00pm

- Welcome and Introductions
- Explanation of Voting Procedures and Powers
- Adoption of Agenda
- Review and Adoption of Minutes from the October 2008 Annual General Meeting
- Business Arising from these Minutes
- President's Report
- Treasurer's Report
- Office Report's (Rob Guy / Diana Stevens)
- Nominating Committee Report and Call for further Nominations from the floor
- Elections of Directors (Voting)
- Election Results
- New Business
- Adjournment



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President's Report by  
Jennifer Campbell  
Tuesday October 13, 2009  
Annual General Meeting

- ✚ Last AGM saw many new faces added to the Board of Directors. It was been a very productive year for the board, with the laying of a solid foundation to move AM forward and to serve its membership in a more productive manner in all aspects of our programming:
  - Creation and implementation of a strategic plan.
  - Online payment. AM is working at a full online registration system.
  - All required Sport Manitoba letter of agreement policies are done.
  - Creation of job descriptions for AM office personnel.
  - More user friendly website that is always updated.
  - Memorandum of Understanding between AM and MTFOA signed.
  - New programs: midget team program this year and AM is working on improving our youth and senior programs for next season.
  - Terms of Reference document being created.
  - Coaching Manitoba, U of M Kinesiology Department and AM are working together on the provincial coaching position.
  - AM and Dean of Kinesiology are meeting to discuss issues that have impact on athletics.
  - Created a Junior High Outdoor Championship meet.
  - More competitive outdoor schedule.
  - Meet and /or talk with office staff on a regular base.
  - Increase in membership number.
  - Fall Coaching Seminar.
  - Financial books have a checks and balance system in place.
  
- ✚ I would like to thank Diana Stevens, Rob Guy, Shirley Allan Boudreau, AM board members, volunteers, officials and the Green Team Summer Staff for all their hard work and dedication to athletics. With everyone working together, AM can only move upward and into a leadership role as a strong and respected PSO.
  
- ✚ Change in office personnel saw AM pay out Donna Bell. Rob Guy took on the position of Managing Director full time. Diana Stevens now has the title of Program Director. Shirley Allan Boudreau is our Communications, Meet and Membership Coordinator. I can say with pride that our staff work as a team and have a passion for athletics.

- ✚ There was a change in President with Terry Armstrong resigning his position in June. AM thanks Terry for the great work that he did. He brought forward many good ideas that AM will continue to work on.
- ✚ AM has a true financial picture this year. Thanks to Jeff Vince, Rob Guy and Dennis Lang for all their hours of work on making sure AM books are current and all budgets assigned to our various line items was adhered to. Our major source of funding is still Bingos.
- ✚ AM had numerous track and field results throughout our indoor and outdoor seasons from the AM midget team, Legions, Canada Games, Hershey, AC Youth and AC Seniors Championships. There were excellent performances by our athletes. This shows that coaches are committed to improving the talent within athletics. A list of results is contained at the end of the committee reports.
- ✚ AM and MTFOA have signed a Memorandum of Understanding document that lays out the working relationship between the two associations. AM thanks MTFOA for continuing to make a significant contribution to the quality and professionalism of all sanctioned AM competitions. MTFOA only has about 31 officials and this number needs to increase. Recruiting and retention of officials is a key to the success of athletics. AM has to work more closely with the clubs to encourage parent volunteers to step forward and become officials.
- ✚ Thank you to Jim Daly who worked with me on the Asper / U of M / Football Stadium proposed changes. A vote of thanks goes to the following organizations for supporting AM's position about these changes: Manitoba High School Athletic Association, Manitoba Physical Education Supervisors Association and Manitoba Special Olympics. At this point in time there will be no changes to the Stadium. The U of M's main focus is the active living centre. The U of M has stated they do not have the money for improvements to the stadium.
- ✚ Athletics has lost one of our finest, Chris McCubbins who was a great ambassador for our sport and a very accomplished athlete. Chris gave a lot to our sport and he will be sadly missed.



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**STRATEGIC PLAN - ATHLETICS MANITOBA: 2008 – 2009**

**1. INCREASE ATHLETE PARTICIPATION**

- EXPAND RURAL AND URBAN PROGRAMS THROUGH SKILLS CLINICS FOR COACHES AND ATHLETES.
- GREATER DEVELOPMENT OF SCHOOL PARTICIPATION IN CROSS COUNTRY.
- GREATER OFFICE INVOLVEMENT WITH PROVINCIAL LEGION PROGRAM.
- DEVELOP JUNIOR DEVELOPMENT PROGRAM.
- INTRODUCE A PROVINCIAL JUNIOR HIGH CHAMPIONSHIPS AND REGIONAL RURAL MEETS.
- INCREASE PARTICIPATION IN ROAD RUNNING – FOCUS ON HELPING RACE DIRECTORS IMPROVE RACES, POSSIBLE HOSTING OF EVENT.

**2. INCREASED COMMITMENT TO HIGH PERFORMANCE  
ATHLETES**

- PROVIDE MORE TRAINING AND COMPETITION INFORMATION AND OPPORTUNITIES FOR OUR PROVINCIAL TEAM ATHLETES.
- CREATE A STRONGER SUMMER COMPETITION SCHEDULE FOR OUR HIGH LEVEL ATHLETES, IN AN ATTEMPT TO ENCOURAGE YEAR ROUND TRAINING.
- INCREASE OUR LEVELS OF FUNDING FOR PROVINCIAL TEAM ATHLETES WHEN FISCALLY APPROPRIATE.

**3. INCREASE NUMBER AND QUALITY OF OFFICIALS.**

- CONTINUE TO WORK ON PARTNERSHIP BETWEEN ATHLETICS MANITOBA AND THE MTFOA. NEED FOR A LETTER OF AGREEMENT TO BE FINALIZED BETWEEN THESE TWO ASSOCIATIONS.
- ENCOURAGE AND PROMOTE TRAVEL AND INCENTIVES FUNDED JOINTLY BETWEEN ATHLETICS MANITOBA AND MTFOA.

**4. PROMOTE LONG TERM ATHLETE DEVELOPMENT  
PRINCIPLES.**

- EDUCATE COACHES, PARENTS AND ATHLETES ON LTAD PRINCIPLES

- ENCOURAGE PARTICIPATION IN MULTI EVENTS IN THE YOUNGER AGE CATEGORIES BY ENSURING ENTRY FEES ARE REASONABLE.
- CONTINUE TO OFFER ATHLETICS CANADA LTAD STANDARDIZED EVENT SPECIFICATIONS.

## **5. IMPROVE QUALITY AND QUANTITY OF COACHING.**

- ALL COACHES TO COMPLETE CHILD ABUSE / CRIMINAL CHECK EVERY TWO YEARS
- ENSURE ALL COACHES COMPLETE SPORT MANITOBA'S 'RESPECT IN SPORT' ONLINE COURSE.
- HOST 2 NON NCCP CLINICS EACH YEAR
- HOST 1 OR 2 NCCP CERTIFICATION COURSES EACH YEAR.
- INCREASED FUNDING TO HIGH PERFORMANCE COACHING.
- PROVIDE COACHES WITH THE OPPORTUNITY TO OBTAIN OUTSIDE EXPERTISE WITHIN THEIR DISCIPLINE, EITHER THROUGH TRAINING CAMPS OR CLINICS.

## **6. IMPROVE OFFICE OPERATIONAL EFFICIENCIES.**

- DEVELOP A STAFFING PLAN TO ENSURE AM IS MEETING OUR STRATEGIC PLAN IN A TRANSPARENT, RESPECTFUL AND FISCALLY RESPONSIBLE WAY.
- CREATE CLEAR JOB DESCRIPTIONS AND EXPECTATIONS FOR ALL STAFF POSITIONS.
- CONDUCT QUARTERLY PERFORMANCE MANAGEMENT MEETINGS WITH ALL STAFF MEMBER.
- CREATE AN ATHLETICS MANITOBA HUMAN RESOURCES POLICY, TO INCLUDE HOURS OF WORK, OVERTIME, MILEAGE AND THE EMPLOYMENT STANDARDS ACT.

## **7. EDUCATE SPORT MANITOBA TO RECOGNIZE ATHLETICS MANITOBA AS A MULTI-DISCIPLINED SPORT WITH ITS OWN UNIQUENESS'S.**



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**TERMS OF REFERENCE**

**Committee Name:**

**Chair:**

**Members:**

**Committee Reports to:**

**Purpose:**

**Tasks:**

- 1.
- 2.
- 3.
- 4.
- 5.

Approved by Board of Directors on \_\_\_\_\_