

**July, 2016 Athletics Manitoba Board Meeting**  
**July 26, 2016**  
**5:30 p.m.**  
**Sport Manitoba, 145 Pacific Ave.**  
**MINUTES**

**Present:** D. Harris, K. Kelly, B. Walker, E. Guy, J. Baker, K. Ferris, J. Schofield. J. Vince, O. Babalola, J. Kist, C. Mathieson, B. Pirnie and S. Murray

**Regrets:** G. Mitchell, K. Ferris and J. McMullen

- 1) Call to Order at 5:43 p.m.
- 2) Approval of the agenda (O. Babalola/C. Mathieson)
- 3) Treasurer's Report:
  - i. B. Walker reviewed with the Board the Profit & Loss v. Actual Report for April 2015 to March 2016 as well as the Statement of Operations
  - ii. The Statement of Operations is not indicative of the actual budget at this time because the travel is very heavy in the summer months and most membership fees have not been collected yet.
  - iii. B. Walker responded to questions from Board members.
- 4) President's Report/Office Report (submitted prior to meeting) - no questions arising
- 5) Officials Report- K. Kelly
  - i. Inventory of officials available for Canada Games is underway. An email will go out shortly asking for commitment and a call for volunteers will go out in September. On July 28th there is a 365 day kick off for Canada Games being held at the Forks
  - ii. Legions, Canada Games and Tri-Province are all hosted in Manitoba in 2017. Brandon has been told that they will need to bring out-of-province officials in for Legions to cover about 80% of officials coverage because of commitment required for Canada Games.
- 6) Election of Executive:
  - i. G. Mitchell has agreed to put his name stand for President for another term. No other names were put forward for this position.
  - ii. K. Kelly has agreed to put her name stand for Vice-President for another term. No other names were put forward for this position.

- iii. B. Walker has agreed to put his name forward for Treasurer for another term. No other names were put forward.
  - iv. J. Schofield has agreed to put her name forward as secretary. No other names were put forward for this position.
- 7) Final approval of budget- deferred to next meeting to allow copies to be made in advance (approved in principal at January Board Meeting)
- 8) Photo-Timing-
- i. Athletics Manitoba has secured a grant for \$40,000 from Canada Games to be spent on new photo timing equipment
  - ii. A proposal was made by D. Harris to invest additional funds in order to allow Athletics Manitoba to have comparable equipment to other Canadian provinces.
  - iii. The decision has been made to stay with the current supplier (Omega). Doing so will save approximately \$80,000.00 because we can continue to use some of our current pieces.
  - iv. This is a significant legacy piece and will give us all of the equipment we need for events such as Canada Games.
  - v. Order is being coordinated with Pan-Am order for swimming which allows us to obtain better pricing and save on shipping.
  - vi. The wind gauge proposed will allow us to need one less volunteer for officiating.
  - vii. The Flash-timing system included in the proposal will help Athletics Manitoba service our athletes in Rural Manitoba.
  - viii. The life cycle of much of the equipment proposed is 20 years.
  - ix. In addition to the basic proposal there is an additional opportunity to have a results booth built at the stadium. Through Canada Games, we have the opportunity to have this built through Manitoba Institute of Technology and we will only be responsible for the material costs (i.e. no labour costs). The rough estimate for material costs is \$20,000 to \$30,000
  - x. The University of Manitoba has been made aware of the potential opportunity for a new results booth and has advised Athletics Manitoba to obtain drawings.
  - xi. The total investment (including results booth) is estimated at \$97,417.00. The \$57,417 payable by Athletics Manitoba (after taking off the Canada Games grant) would be paid from the balance of funds remaining in the AM Junior Legacy Fund (approximately \$14,000) and through surplus savings (\$43,417).

- xii. The proposal was split into two different projects: The first being the investment in photo timing equipment. The total cost of this being \$67, 417 with \$40,000 coming from the 2017 CSG grant, \$14,000 coming from the 2011 and 2012 Juniors Legacy and the balance of \$13, 417 coming from the Athletics Manitoba surplus. The second part is the purchase of a new results and timing booth for the U of M stadium. The estimated cost of this building is \$20,000 - \$30,000.
- xiii. S. Murray advised the Board on behalf of the officials that the biggest cause of wear and tear on the equipment is packing it up and therefore the addition of a results booth which would be exclusively used by Athletics Manitoba would add approximately 5 years to the life-cycle of our equipment.
- xiv. There would be some opportunity to rent some of the proposed equipment in the future.
- xv. There was a discussion with respect to obtaining multiple quotes for the cost of the results booth as well as the potential for possible sponsors to assist with the costs of this project.
- xvi. Motion: to approve photo-timing equipment purchase of approximately \$67,417 with the monies to be used first from the Canada Games Grant (\$40,000) followed by the balance of the Junior Legacy Fund (\$14,000) with the remaining balance (\$13,417) being paid from Athletics Manitoba surplus savings (O. Babalola/B. Pirnie). Carried, no abstentions.
- xvii. Motion: drawings/ quotes to be obtained for the photo timing/results building (C. Mathieson/J. Baker). Carried, no abstentions.

9) Discipline Policy:

- i. The final draft was circulated for the last meeting
- ii. Definition of "official" will be added from IAAF
- iii. Motion: to approve new discipline policy (O. Babalola/E. Guy). Carried, no abstentions.
- iv. It was agreed that we will re-visit this policy in 2 years and that we will ask for input from our members

10) Screening Policy:

- i. All provincial team volunteers are currently screened but there is no policy in place with respect to requirements by Athletics Manitoba for clubs.

- ii. D. Harris confirmed that there has been discussed with the leadership of our clubs and no one takes issue with the proposal
- iii. The proposed screening system has a \$25 fee and takes approximately 48 hours
- iv. At this time we are only proposing that the policy apply to coaches. We will look at further inclusions in the future.
- v. K. Kelly advised that she believes there will be a requirement for a check for all volunteers for Canada Games
- vi. It was agreed that the checks will be valid for three years and the clubs will be required to confirm at renewal time that all of their coaches have valid checks.
- vii. The cost of the checks will be the responsibility of the clubs.
- viii. There was some discussion as to whether a check is required for someone that is a coach but is under the age of 18. There is likely no benefit to a check because of the provisions of the *Youth Criminal Justice Act*. This will be discussed further at a later meeting.
- ix. D. Harris to make some revise the policy so it indicates that the executive (not the board) would make initial decisions on appeals or issues with security checks and circulate to board members by email for voting.
- x. The policy is to go out to clubs for September

11) Bingos for Bi-Lateral Funding:

- i. We are now required to commit for three bingos per year to receive this funding.
- ii. These bingos will be the responsibility of the board members.
- iii. We will have advance notice (8 to 10 weeks)
- iv. The funding criteria now includes para-athletes

12) Hosting Opportunities:

- i. There are potential opportunities available to Manitoba for 2019/2020
- ii. A decision will have to be made next year at the AGM with respect to these opportunities
- iii. There is a significant fundraising requirement (approximately \$50,000)
- iv. D. Harris to send packages to clubs containing information with respect to these opportunities

Next Meeting scheduled for September 27, 2016 at 5:30 p.m. D. Harris to send around meeting dates for the meetings from now until 2017 AGM