**September, 2016 Athletics Manitoba Board Meeting**

**September 27, 2016**

**6:00 p.m.**

**University of Manitoba, Max Bell Centre**

**MINUTES**

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

**Regrets:**  K. Kelly, J. Baker and J. McMullen

1) Call to Order at 6:06 p.m.

2) Approval of the agenda (C. Mathieson/B. Pirnie)

3) Canada Games Presentation- Jim Murray & Doreen Bechtle

1. The track portion will be taking place from July 30th to August 4th.
2. The Canadian Government wants each Games to be the same no matter who hosts. As a result, there is 1.1 million dollars of improvements to our facility funded by the Government. There has also been a $40,000.00 grant for photo timing. There is also an equipment order being made.
3. There is a $750,000 budget for Canada Games for all sports. Athletics has asked for approximately 1/3 of that budget.
4. The only support for Canada Games we are receiving from Athletics Canada is technical support.
5. There is a mass recruitment going on for volunteers. There is also going to be internal recruitment from the sport. Donna sent an email out previously. There have been about 50 people volunteered already. The deadline for the volunteers to get in contact with Evelyn Cassey (ecasseygames2017@gmail.com) is September 30, 2016. You have to be available for 36 hours and will be provided with a uniform.
6. They are looking for a material management person, working field and track events.
7. The email for volunteers is also going to be sent to the Road Running members.
8. The issue of getting our officials for Canada Games was also discussed. There will be a significant number of officials coming from across Canada. Canada Games covers the costs of travel. The host committee has to pay for their accommodations and transportation.
9. The results/photo booth looks like it is all coming out of capital from Canada Games.
10. There will be a film crew covering all athletics events.
11. The U of M is not prepared to put money into the bathrooms or the stands in the stadium. There is an issue with respect to our liability if someone is injured because as a result of the access agreement, we are responsible not the University.

4) Treasurer Report

1. We budgeted a deficit of $8,209.00 which is fairly consistent with where we are forecasted at this point ($8,563).
2. We reviewed a Balance Sheet as of August 31st and are comfortable with where we are sitting.
3. Motion to approve the budget (B. Walker/K. Ferris)

5) Questions from Submitted Reports:

1. Some board members did not receive the submitted reports. It was agreed that on an ongoing basis Donna will ask for confirmation of receipt to ensure everyone has the opportunity to review the reports in advance of our meetings.
2. Question (Office Report) MRA requested that they would like more information with respect to the cross-country event (2,500 kids). Donna will pass this information on through their representative.
3. Office Report additions-
* Athletics is attempting to formalize the informal agreement with the university with respect to facility use.
* Empower Run- registration was down again. We are not going to continue to use the Empower Run as a fundraiser. We are going to use an elementary relay and a cross-country event.
* IFF draft document is due January 18th. These will be sent out in December for review in early January at the board-meeting.
1. MRA Report additions:
* Run 4 Runners event taking place on Sunday, October 23rd in conjunction with the awesome twosome. They will be having a mile race within the event.
* A race director meeting on November 12th from 9:00 a.m. to Noon at Sports Manitoba.

6) Photo Timing-

1. Update- The equipment order has been revised. The budget will not change but the list may change slightly. The optional items listed are likely going to be left out in lieu of purchasing electronic indictor boards (potentially 4 or 5 of them). The order will be placed next week.

7) Photo Timing Building-

1. A report was presented by Donna (a preliminary drawing has been done). More information will be available at our November meeting. The building will be next to the timing tower with a direct sight line to the finish line.

8) Inventory-

1. There was a requirement that an inventory be done for Canada Games- the summer students did an inventory of everything we have from consumables to major equipment. Donna presented the first draft of a forecasting system. This is the first time an inventory report has been done in this way for AM. The final version of this report will include the total annual operating cost. This will be on the agenda again for the November board meeting. There will be in a discussion with the coaches at the meeting with them in October. The intention is that this would be a management tool to be used in the future.

9) Screening Requirements:

1. Update- Athletic Therapists are not required to be screened (Donna thinks that we get our therapists through the university so she will check if the university does do screening).
2. BackCheck only works when you are invited so we will be sending out an email with instructions. There were some further suggestions in terms of revisions. We will send an email to people twice a year to remind the clubs.

10) Hall of Fame Awards Night

1. Alanna Yakwichuk-Hinrichsen is being inducted.
2. Grant Mitchell will go to the dinner. Bruce Pirnie will also be attending on behalf of the Board.

11) Additional Bingos

1. December 4th and December 20th- 6:00 p.m. to 9:45 p.m. at Club Regent- Grant has volunteered for both. Chris is organizing this. We need to have five individuals for each (we only need 4 but ask for 5 to ensure that at least 4 show up)

12) AM Awards Night:

1. Scheduled for November 9th at the Aviation Museum.
2. The event will be licensed.
3. We have asked Jane Edstrom to speak as well as Erin Teschuk

13) Athletics Canada Survey

1. On the website and an email was sent around by Donna- Open until October 17th- Athletics Canada is also doing personal interviews with about 150 people across the country. Brenlee will bring this to the attention of the MRA at their board meeting next week.

14) Motion to Adjourn at 7:45 p.m. (C. Mathieson)

Next Meeting scheduled for November 29, 2016 @ 6:00 (at Max Bell Centre)