

**November 2017 Athletics Manitoba Board Meeting**  
**November 28, 2017**  
**6:00 p.m.**  
**Sport Manitoba, 145 Pacific Ave.**  
**MINUTES**

**Present:** G. Mitchell, J. Schofield, B. Walker, D. Harris, K. Ferris, J. Vince, J. Kist, J. McMullen, K. Kelly, B. Pirie, S. Murray, J. Neill and Teagan (6:03 p.m.)

**Regrets:** C. Mathieson, E. Guy and O. Babalola

- 1) Call to Order at 5:45 p.m.
- 2) Approval of the agenda (K. Ferris/J. McMullen ) Carried
- 3) Treasurer's Report:
  - i. We received the updated financials. Whether we need to cash out some of the term investments will need to be monitored closely over the coming months.
  - ii. B. Walker responded to questions from Board members.
- 4) Submitted Reports:
  - (a) President's Report- No questions arising
  - (b) MRA Report- No questions arising
  - (c) Office Report- No questions arising. However, important to note that Scott Dressler has been hired as the new equipment manager.
- 5) University of Manitoba Agreement
  - (a) Further revisions have been made since the last meeting to address the concerns raised at the last Board Meeting. In regards to the photo timing booth, the agreement provides that it is the property of the university and it is their obligation to maintain insurance. The building will only be rented for photo timing purposes.
  - (b) The Agreement also provides that the contents of the building belong to AM and we can make changes to the building upon notice being given to the University and at our own cost. An appendix will be added to the agreement identifying an inventory of the equipment including a designation of what equipment belongs to who. We have also included a provision that the University to take down the cage for the Winter.

Motion to approve agreement- (B. Pirie/B. Walker)- Carried

Rob Guy from Athletics Canada reported that what we have in Manitoba for facilities is really incredible and better than what other athletic communities have across the country. Grant indicated that what we have in Winnipeg is great and that we are working on having better access to facilities in Brandon.

6) IFF draft approval and strategic planning:

(a) We are in the fourth year of the five year plan. There is a submission due in January 2018 that Donna has prepared in draft for the Board's review. Donna will be seeking Board approval on the 16<sup>th</sup> of January at our next meeting. The draft document will be provided to Sport Manitoba on January 15<sup>th</sup> when Donna meets with them, subject to board approval.

7) Exclusive use outside user fees:

(a) There are two groups of exclusive use users (our clubs and external groups). Donna and Alana have determined that it should be \$2.00 per person per day for the external groups who do not use the equipment and \$4.00 if they do use equipment. So far there have been no problem or issue when this was communicated with the external groups. We may want to review this cost for next year.

8) Athlete Assistance classification:

(a) Sport Manitoba was subject to a number of cuts including this program. This now only applies to athletes that made junior teams. This was a significant change.

(b) As it stands, we only have one athlete that is eligible for this program. We need to clarify which junior teams are eligible.

(c) We want to propose that this includes junior and youth teams.

9) Sanction fee review:

(a) As a result of the new equipment, we need a more formal process to be in place. We are going to be moving this process online via Trackie.

(b) There is a package that has been prepared for the existing groups that we have worked with in the past. The basic sanction fee is \$50.00 per evening. There are additional fees for equipment, photo timing, officials and participant fees. This package has been shared with the coaches with positive feedback and agreement as to the prices.

(c) We will need a special form for groups that we have special arrangements with where we do receive payment and are instead are recognized as a sponsor (example: Legions).

(d) Rob Guy (Athletics Canada) confirmed that the process across the country varied in terms of sanction fees. It is difficult to compare the different models. It may be beneficial to do an analysis of this. Our entry fees are around \$8.00 which is significantly lower than the country average (about \$20.00).

10) Max Bell spot checks- who and when:

(a) Volunteers can contact Donna. Donna will be sending an e-mail to the group outlining the appropriate process to follow.

11) Concussion Policy:

(a) There is legislation coming from the Province requiring us to have a policy and a Return to Play policy. There will be templates provided by Sport Manitoba.

12) Non-Agenda Items:

(a) Road Running Funding: Jeff has done an analysis and has confirmed that no one has made the standard. Jeff has indicated that the participation figures are significantly higher but the times are significantly slower. The standards are not based on an age class, they are based on absolute times. We are hosting the National 1/2 marathon this year and this is a great opportunity.

(b) Donna submitted her notice effective January 15th. Grant did do a review with Donna and a list of action items have been created with Donna's input to be implemented by her successor. The last time, we did a process including the board receiving presentations from the final three candidates. Donna has offered to be on the selection committee and has also suggested that a coach should potentially sit on the committee as well. We have discussed putting out a job posting as of December 11th. We have discussed previously that it is a conflict to act as the executive director and an active coach of a funded program. There was a consensus that we should follow through with the selection process in a similar manner as last time. We received feedback from Rob and Bill that across the country that the general thought is that these positions should not be held by active coaches because there is a perceived or real conflict. There is also an issue of a timing conflict in terms of balancing commitments. Rob also indicated that Athletics Canada has found it helpful to have an athlete rep on the selection

committee. Grant thanked Donna on behalf of the board for all of her hard work and support throughout her time with Athletics Manitoba.

(c) The Awards night was a success.

13. Athletics Canada Board Chair Presentation:

(a) Purpose of these presentation is to become better connected with the branches.

(b) Athletics Canada Strategic Plan has three pillars: Participation, Performance and Positive Experiences.

(c) Bill and Rob have been in each of the provinces over the last six to eight weeks.

(d) The ultimate goal is to have alignment in strategic plans across the country.

(e) Bill and Rob are here this weekend for a national meeting.

(f) Bill and Rob's contact information is on the website and they are happy to provide any help they can.

Adjournment: 7:42- Bruce/Kathy