



# TRACK AND FIELD / ROAD RUNNING / CROSS COUNTRY

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## Athletics Manitoba AGM Office Report

### COVID-19 Related Updates/Information

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#### EVENT CANCELLATIONS

- Jumps Summit – April 5th
- Brandon Volunteer Training – April 21st
- Dauphin MB Games Volunteer Training – April 22nd
- MB Games Coaching Seminar – April 24-25th
- May-June Exclusive Use
- MHSAA Provincial Championships – June 4-6th
- Junior High Provincial Championships – June 11th
- Canadian Track and Field Championships (U20/Senior) – June 25-28th
- World Masters Championships – July 20-Aug 1st
- Tri-Province Challenge – July 17th-19th
- 2020 Legion National Youth Track and Field Championships

#### RESCHEDULED/MODIFIED EVENTS

- NAIG Games \*Postponed until 2021
- MB Games \*Postponed until July 2021
- Manitoba Marathon \*Postponed until October

Coach/Partner Update calls have been hosted every two weeks since April 2<sup>nd</sup> to keep clubs and coaches as up to date as possible through this situation.

Return to Sport Guidelines have been developed through the National *Back on Track* task force.

- As of Thursday, June 11<sup>th</sup> the Trackie Membership system was set up for all AM Clubs and Members to complete their updated Participation Waivers.
- Once these are completed Clubs, Coaches and athletes are able to resume sanctioned training activities.
- The University of MB remains closed; however, we are working with our partners there to finalize the plan to resume. We expect athletes to be able to return to the facility on Monday June 22<sup>nd</sup>.
- Athletics MB HAS re-activated our Accident Insurance policy.

#### Funding

Sport MB Base funding and quarterly Sport Program funding are the ONLY two sources of Sport MB that have been confirmed at this point. (Base funding is now being issued Quarterly instead of Monthly to assist sports with cash flow)

- In the past we have split our Sport Program funding in three. 45% to Club Support, 45% to General Revenue, and 10% to Athlete Funding. It was decided at the April Board Meeting that Club Support (aka: bingo funding) would be suspended until further notice, and that prior to re-launching the program we update the terms and conditions.
- Sport Program Funding in NON-RESTRICTED and can be spent on anything (i.e. it CAN be completely put towards general operating expenses if necessary).
- Until we receive an update from Sport MB regarding the rest of our Program based funding (Sport Initiation, Performance Pathway and Bilateral) we needed to use to 100% of the Sport Program funding to sustain general operations.



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- The Board also determined that Clubs should have the option to keep the \$40 Equipment Levy amounts they collected from Exclusive Use users in 19-20 fiscal year in order to support general club operations in these uncertain times.

**CEWS** – Sport Manitoba is applying for the CEWS program with all Sport Partners being affiliates. They are hoping to submit their application by the end of June, so hopefully we will have an update on that soon.

**CEBA** – This program requires an RP # and a T4 summary, because our payroll is done through Sport MB we are currently ineligible.

The Federal Government recently announced a Sport Emergency Fund of \$72 million that will be provided to the Canadian Sport System to address COVID-19-related support to three levels of sport in Canada:

1. National Sport Organizations
2. National Athletes Training for 2021 Olympics
3. Provincial/Territorial (P/T) Sport Organizations

Sport MB has established an extensive process through which they will determine how much each sport is eligible, which will include the following,

1. Existing Base Funding model to allocate a **portion** of the relief.
2. Identify fixed cost categories that PSOs have on an ongoing basis.
3. Determine the need of each PSO to maintain business continuity.
4. Identify extraordinary circumstances that PSOs may be experiencing.

In addition to the principles above, we will also use the COVID-19 Impact document, revised summer financial plans for July or September Return to Play projections.

Their intention is to contact each PSO individually beginning with those organizations who, based upon information they currently have, are in most need of immediate financial assistance.

The process will begin within a week to 10 days with the anticipation of some funding being allocated by the end of June or early July. They understand that each PSO is impacted differently by COVID-19 and has unique situations within your sport. For this reason, they will be meeting with each PSO individually.

Funding will not be allocated in its entirety at the front end, but rather through ongoing assessment of the needs of each PSO, acknowledging that they do not yet know how winter sports will be impacted by COVID-19.

### **Summer Staff funding**

There was a substantial delay in the processing of Green Team applications but in the end we were approved for some funding. We have hired the following 4 students; Sébastien Régnier, Brooke-Lynn Boyd, Asha Gurney and Tayo Babalola

We also applied for additional support through the Manitoba Summer Student Recovery Jobs Plan and had 3 additional positions approved. This program is a 50/50 matching fund. We have hired the following 3 students, Donnae Gordon, Tyra Dumas and Erik Urbanovich \*\* On Thursday the following information was updated on the Gov of MB website, which leads us to believe we will be eligible for additional support!



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### ***Non-Profit Summer Student Incentive***

*Charities and non-profit organizations will receive \$6,000 in additional financial assistance if they've hired at least one summer student through the Summer Student Recovery Jobs wage subsidy program.*

*The first \$3,000 will be paid on confirmation of the first student being employed, and the remaining \$3,000 will be paid at the end of the summer employment.*

*Applications for the incentive can be submitted online, beginning Tuesday, June 16th, 2020. Non-profits and charities will need to submit evidence of the summer student being hired.*

We are currently training our group of new staff members and working with a variety of partners to develop safe and meaningful summer program offerings.

### **Fundraising Campaign**

- At the end of the campaign we had raised \$5400 towards the Scoreboard purchase. With the \$4000 from the CSG Legacy Grant that put us close but still short of the necessary funds.
- There was a verbal agreement with the University of MB and Bison Sports that each partner would contribute if the campaign did not raise enough support. Unfortunately, with the forced cancellation of the U Sports Volleyball Championships, Bison Sports took a huge financial hit and is now unable to support this purchase.
- The display board we wish to purchase is \$8000 USD. We have \$9400 CDN. We are still short when you factor in the conversion, taxes, and shipping.
- We once again had to request to defer the CSG Legacy grant for another year.

### **Awards Banquet**

We once again have the Park Theatre tentatively booked for Nov 2020, however it is predominantly inaccessible so we must consider an alternative venue for the future.

We will also need the awards committee to look at our selection criteria and process for the awards this year, with the lack of outdoor season competition.

There is a possibility we may want to consider a virtual event for this year, depending on how things change over the next few months. Certainly, things seem to be moving in the right direction, but will families attend the event?



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### **Pillar –SPORT INITIATION**

**Strategic Priority #1** - Develop new partnerships and engage new contacts in order to increase opportunities and access to sport.

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Club Development - A resource was created as a tool for new and developing clubs to use. This document is a guide that includes the steps and instructions for creating/maintaining a club. It has already been extremely helpful, as we have had three different groups start the process of establishing new clubs. One of the challenges is that each club situation is different, so it can never cover all possible scenarios, and we need to establish reasonable timelines and expectations for each different required element. We want to make sure all administrative elements are in place, within a reasonable timeframe.

We strengthened our partnership with the MASRC by regularly meeting with them to discuss upcoming opportunities within both organizations. This communication method has been great and has resulted in more efficient planning for all travel and outreach opportunities. A challenge that we have been noticing is that the current method of engagement with new rural communities doesn't necessarily equate to memberships or even guarantee long term program development. Discussions are ongoing about the best way to go about building sustainable community development around these sport initiatives. We hope to start by using the NAIG program to enhance coach and athlete development. It is possible that a new membership model will be required to meet the needs of these more remote communities.

We made some very positive connections over Summer 2019: We developed a relationship with both the Spence Neighborhood Association & the NISW Program. This has been a great opportunity for us to deliver programs to Youth in underserved Winnipeg Communities; however, the biggest challenge we've seen within this first round of new programming, is that the programs are based on a Drop-In participation model. There are strong and valid reasons for this, but it has been a challenge for our coaches to offer the level of programming they are used to and it is more challenging to make a lasting connection with the athletes and encourage them to stay involved with the sport. We need to develop a group of coaches/program leaders that understand the challenges of the drop-in format but are still able to thrive and build a successful program. We need to acknowledge the barriers to participation in these situations and try to adapt our programming to fit their needs (not the other way around).

Our summer staff hosted clinics in Arborg, Dauphin, The Pas/OCN, Bloodvein FN, St. Theresa Point FN, Winkler, and La Broquerie. The MASRC has been a huge help in putting us in contact with communities this summer and we're looking forward to our continued work with them over the year. Our team also assisted MASRC with their NAIG section trials track meet, that took place at U of M last June.

In preparation for the MB Summer Games we hosted 3 athlete identification combines in rural Manitoba. Regional coaching staffs are 90% finalized.



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### Pillar – PERFORMANCE PATHWAY

**Strategic Priority #1** - Develop and promote a truly inclusive performance culture across all event groups and disciplines (including road running and cross country).

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We updated our Website with a Safe Spaces & Reconciliation message, which highlights many of the important elements of the True Sport Principles. Our next step is to add additional True Sport messaging and branding across the site, and include the Responsible Coaching Pledge information and resources. We have also updated the language used throughout our sport regarding the different age classifications.

One of the areas where it was noted we need to improve, is in the acknowledgment of athlete accomplishments. We would like to establish a standardized way of posting new Provincial Records & acknowledging our Athlete accomplishments online. We are still brainstorming about what exactly will “work” for us, but it was a priority of the membership that we know needs to be a focus for 2020.

Our Provincial Team Programs had a very successful 2019 summer. The U16/U18 Provincial Teams came from Regina with 15 Gold Medals, 27 Silver Medals, and 17 Bronze Medals; the WCSG Team’s medal total was 12 Gold, 11 Silver, and 13 Bronze. We have a great Provincial Coaching Staff in place that are keen on continuing to work on bettering the Provincial Team performances and developing themselves as coaches

Strong athlete performances at Junior/Senior Nationals with 44 Manitoban athletes attending the event and 6 medalists. The U16/U18 Legion National Championships saw 9 individual medalists plus 1 relay medal.

We began a statistical result tracking sheet for Athletes at the Junior/Senior National Competitions. We now need to restructure our file(s) to create a single functioning tracking sheet that contains Top 3-6-8 Placements, Medal Placements etc. This tracking has been completed sporadically in the past, and now needs to become a regular ongoing task.

Athletics Canada places a high priority on the recruitment and development of High Performance Para Athletes. There is also a high value placed on the participation of Para Athletes at the Canada Summer Games and as a result this has strongly informed our past priorities and targets. However, our biggest realization over the past year is that we need to shift our focus and work to engage participants at the Sport Initiation level. We had some valuable opportunities over the summer of 2018 & again in 2019, with the mini-Paralympians camp & the Para-Sport Symposium. While these were great exposure for our coaches and staff it highlighted the fact that we need to do more internally to better integrate our introductory programs. The only way we are going to be able to find and/or recruit High Performance athletes, is if we start encouraging participation in the sport at all levels. We don’t believe that a top-down approach will be successful, we need to start at the school level. By focusing on programs we can “control” so to speak, we hope it will encourage more participation and opportunities at that level, which will then help us be able to lobby for additional opportunities moving forward.

We recently participated in a meeting with MHSAA and a number of provincial zone contacts to start the process of integrating the 2021 MHSAA High School Track and Field Championships.

We also submitted a Canada Post Grant application for a Para sport development program. This was developed in partnership with Colin Mathieson. We intend to roll out a version of this program, regardless of the success of the application.



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### **Pillar – TECHNICAL LEADERSHIP**

**Strategic Priority #1** - Foster a community of technical experts that value professional development through teamwork and collaboration.

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Our Coaching Pathway has been updated online with visual representations in accordance with Athletics Canada's NCCP Model. There is still some communication that needs to be distributed to our coaches to make sure they fully understand the requirements.

We arranged a specific Club Coach-Endurance Training course in the Spring of 2019. This course was arranged so that the coaches within the Road Running community could attend the course, as it was noted at the Board level that this was something of interest. Unfortunately, the course didn't have the response that we were expecting, and registration numbers were quite low. Going forward, we are looking at different ways of marketing the training. We think there may be increased participation if the course is geared towards athletes. It just so happens that Triathlon MB will be hosting an event in February with this similar model. They are bringing in a presenter that has a strong running background, so we are hoping to promote their event to our Road Running contacts.

We have renewed and updated our Volunteer MB account, but we still need to create a job posting for Officials. We also need to spend more time learning about the different services offered and assess what else we can do to attract new people to our sport.

We continue to work to make sure our coaches are getting their appropriate training and certifications; this is being done through education at clinics & by information sharing meetings. A challenge for us is that we are trying to reach our School Coaches; we would like our school based coaches to become more engaged in our community as a whole, and we are looking to update the school membership/registration system to better capture the number of active coaches in each school. We always have a key contact person at the school, but sometimes the name listed is primarily an administrator and we don't always have record of the true number of coaches working within each program.

During the 2019 outdoor season we were able to schedule two mentorships and several travel opportunities. Our officials travelled to the Alberta Provincial Championships, Tri Province, Canadian National Championships, and Western Canada Summer Games. In addition to these opportunities arranged through NOC and the Branch, we also had MB representation at the Pan Am Games in Lima Peru and will have representation at the World Championships in Doha, Qatar.

The December Volunteer orientation was a very positive evening, and the Laser Measure training went very well. We have a group of volunteers who used the system with Aurele at a few events.

Two additional mentorships were completed during the indoor season and we had one Official successfully complete all requirements to upgrade to a Level 4 Official.

Unfortunately, all our other scheduled travel and mentorship opportunities were cancelled for the summer. A large group of MB officials were originally supposed to travel to Toronto for the World Master Championships.

Athletics Canada released the online training content for Level 1 and 2 officials and have begun hosting online webinar professional development sessions.



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### **Pillar – ORGANIZATIONAL EFFECTIVENESS**

#### **Strategic Priority #1 - Diversify funding sources through new sponsorship and fundraising initiatives**

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One of the challenges that has been identified over the past year, is that our membership does not see branding as being a high priority for the association, however they did identify the desire and need for additional funding sources. The disconnect between these two priorities shows that there is a lack of understanding of the process required to obtain new funding dollars. This means that communication around staff job descriptions, portfolios and responsibilities needs to be clear, and that there will likely need to be additional communication to the community around how/where we access new funding support. (And the amount of time/energy required to do so).

#### **Strategic Priority #2 - Optimize the process through which board and office staff work together.**

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At the end of 2019, 3 committees were identified as priorities by the Board; Masters Committee, Awards Committee, & a Governance Committee. This also served as the first step toward building the Board portfolios as we have identified 1 Board representative who was interested in each area and willing to sit on the committee. The next steps over the coming year will be to update and finalize the terms of reference and recruit other members from the Athletics community (outside of the Board) to fill the rest of the positions within each committee. In the past, all Committees of the Athletics Manitoba Board were populated solely by the existing members of the Board. This was not an efficient method with not enough work getting completed. By engaging our other members in these committees, we hope it will help drive projects and act as a way for members to contribute to the Organization.

We have started to update our internal personnel policies, contracts and staff development/training plans. Over the coming year one of the key priorities for the President and Treasurer will be to establish a framework for performance evaluations and build a salary model/chart for each staff position. It is not possible to build annual raises into the budget, but the goal is to establish a process for assessment and the framework for potential raises, if and when appropriate.

This year we were able to replace a few chairs and a desk in the office. We have as of yet, not tackled a long-term technology replacement schedule.

#### **Strategic Priority - Athletics MB Brand Identity development**

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We need to be able to better summarize why our Membership is valuable and promote that to new future members. Right now, it is likely that our best opportunity for growth in membership is through the Masters age category, so we need to start planning and marketing with them in mind.

Website re-launch and updates - The look of the website has been re-vamped, but the content is still a work in progress.

A message on True Sport Principles, LGBTQ+, Safe Spaces & Reconciliation was added to our website in the fall. This is only a very small step and ongoing work must be done to communicate and promotion these policies and priorities at the club level and within our competition facilities.

Over the last year, we have begun prioritizing Brandon as the first step towards our de-centralization. Working with our connections in Brandon to lay the groundwork to develop their Athletics community. They were to be hosting the MHSAA Provincial Championships in June, as well as our Tri-Province Meet in July 2019, so there was a great opportunity to



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develop volunteers and officials in the Region. A stumbling block that arose in the fall of 2019 was the departure of one of our well-established coaches in the region and the resulting dissolution of the club, leaving the athletes having to find support elsewhere and work with many of our Winnipeg coaches remotely. Since then, a renewed push has come from the Region to build a new club to take the place of the old, with new partners coming on board to help the process. It looks promising that what was at first devastating news, may result in the opportunity to build an even stronger and more sustainable club model for the region. The cancellation of all major events in the region was a huge hit this summer. We will need to work even hard in 2020-2021 to build up resources and support outside of the perimeter.

We completed a very thorough membership survey in 2019 that played a key role in updated our Strategic Plan. We have begun using Survey Gizmo on a regular basis to conduct ongoing post event and program related surveys. It has been a valuable tool to help us truly evaluate our programs and their perception within the community. We have not however, established a promotional plan for our programs. We have some ideas that need to be deliberated and finalized over the next year before they can be implemented. Our initial thought is to establish a quarterly newsletter or “membership report” that would also include a survey/evaluation element (whose topic would change on a rotational basis).

Respectfully submitted by,

Alanna Boudreau  
Executive Director  
June 12, 2020





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## COMMITTEE REPORTS

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### Athlete Council AGM Report:

In May 2020, we posted a call for applicants interested in participating in the establishment of the Athlete Council. We based the model off the Athletics Canada Athlete Council and had originally planned for 6-9 positions for the respective event groups: Sprints/Hurdles, Combined Events, Distance/Marathon/Road Running, Throws, Jumps.

We received 14 applications and decided to move forward with all applicants being named to the Council. Tegan Turner and Noelle Merkel have been working to create an agenda that will allow the Council to and discuss their ideas, work through their visions, and review the terms of reference regarding the future of the Athlete Council.

The first council meeting is going to be held on June 18<sup>th</sup> via ZOOM at 7:00 PM.

List of Council Members can be seen below:

Applicant Name	M/F	Event Group
Asha Gurney	Female	Combined Events
Kira Kirzinger	Female	Combined Events
Nico Lapage	Male	Combined Events
Calvin Reimer	Male	Distance
Kirsten Hurdal	Female	Jumps
Lara Denbow	Female	Jumps
Mathieu Indome	Male	Jumps
Erik Andersen	Male	Special O
Rachel Nickel	Female	Special O
Ally Kowalchuk	Female	Sprints/Hurdles
Angela Jiang	Female	Sprints/Hurdles
Graham Campbell	Male	Sprints/Hurdles
Will Miller-Harms	Male	Sprints/Hurdles
Keara Andrew	Female	Throws

The goals of the first council meeting are,

- 1) Review the draft terms of reference
- 2) Discuss and finalize the council meeting format and timeline (Monthly/Quarterly, In Person/Online etc.)
- 3) What the athlete's want the Athlete Council's role to be within the community?
- 4) Discuss any trends or issues they notice within their event groups or training groups



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## **DRAFT TERMS OF REFERENCE**

### **Athletics Manitoba Athletes' Council**

The Athlete Council has been established based on the model of the Athletics Canada Athlete Council.

### **Mission**

The Athletics Manitoba Athlete Council's mission is to bring athletes together to form a collective voice, in an effort to create and maintain an athlete centered culture within the organization.

### **Vision**

By increasing communication and dialogue between athletes through the council, our vision is to better inform and empower athletes, and to make sure their opinions and concerns are heard by the Board of Directors.

### **Values**

The council believes that athlete leadership and involvement will help promote values of inclusion, transparency, education and equality within Athletics Manitoba.

The goals of the Council are as follows:

- To create an avenue for Manitoba athletes to meet and discuss current issues affecting them at the Local and Provincial level.
- To create an opportunity and pathway for athlete concerns and issues to be brought forward to the Athlete Reps and discussed at the Board Level.
- To foster positive relations across the athlete community and provide a safe space where athlete concerns can be discussed among peers.

### **Responsibilities for council members:**

- Promote a positive, supportive, athlete-centered environment
- Act as an extending voice (questions, concerns, or suggestions) for all Athletics Manitoba athlete members.
- Bring forward athlete issues to the Athletics Manitoba Board of Directors (ensuring that these issues are kept as confidential as possible when necessary)
- Act as a leader within your event group (and beyond)
- Attend 1-2 in person meetings per year (Spring and Fall)
- Willingness to support athletes and act as a mentor

Respectfully submitted by,

Noelle Merkel  
Programs Manager  
June 11, 2020



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### EQUIPMENT COMMITTEE REPORT

A major clean up of the Butler was completed by our summer students last August.

An equipment repair request process was created for coaches to let us know what needs work and a similar process will be created for equipment purchases requests. Unfortunately, it was not particularly well utilized throughout the indoor season.

This summer the goal will be to work with the committee on finalizing a process to source and purchase needed equipment supplies and repairs. We would also like to prioritize the building of additional storage systems required for the Butler Hut and repurpose/clean up the storage space under the grandstands.

The following individuals have agreed to form the Equipment Committee,

Wayne McMahon  
Claude Berube  
Dale Barnych  
Ted Daigle  
Scot Dressler (Equip Manager)

This group will be meeting in the coming weeks to ascertain what work can be accomplished this summer while we are not actively competing (as much).

As requested at the 2019 AGM, a list of equipment purchased throughout the year as well as a list of all repair costs has been outlined below.

Jump Start (Cdn Track and Field equipment supplier) had a substantial sale on their inventory this year. We decided to take advantage of the sale and purchased as many items from their sale that were on our "desired" list of equipment.

### Equipment Repair Items/Costs

Photo Camera repair	1,959.61
Computech Camera - lens evaluation	10.80
Canada Post - shipping of lens	61.94
Fed-Ex - shipping cost for camera repair	345.03
Fed-Ex - customs clearance fees for camera	96.79
Gentec - photo camera lens repair	377.80
Home Depot - Butler hut cleaning supplies	105.41
Home Depot - Butler Hut cleaning supplies	29.76
Throwing Cage Repairs - Reimbursement	300.00
throwing cage repair	32.78
<b>TOTAL</b>	<b>3,319.92</b>



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### Equipment Purchases

Starter's ammunition	377.70
Competition equip - softballs	15.90
Batteries for printer watches	7.91
Jump Start-- shot puts	151.52
Jump Start - Equipment purchase** see next pg	3,416.40
Freight on equipment purchase	162.00
Starter's ammo	60.45
tape for finish line and jumps/throws	97.09
Home Depot-Keys for photo carts	20.46
Superstore - AA batteries for hand timers	14.95
<b>TOTAL</b>	<b>4,324.38</b>

### **\*\*Breakdown of Jump Start Equipment Order (Items Purchased)**

9x Discus  
10x 18 inch step hurdles  
10x Training Hammers (3.25, 4.25, 4.75, 5k, 6k, 6.25)  
1x throwing weight 25lbs  
2x Polanik School Javelin 500g  
4x medball (3k, 4k, 6k)  
1x polanik comp shot 3kg  
2x polanik universal shot 6kg  
3x Swiss Ball Pro (55cm and 75cm)  
1x Bosu Balance trainer with pump  
3x 42" stretch training bands – Super 75lbs  
2x extra light resistance tubing  
4x cable speed rope  
10x Vinyl speed skipping rope

As noted in the audited financial statements, there is currently \$27,887 allocated to the Equipment Fund.