



# *TRACK AND FIELD / ROAD RUNNING / CROSS COUNTRY*

145 Pacific Ave. Winnipeg, MB. R3B 2Z6 • Tel: 204-925-5744 • Fax: 204-925-5792

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## **Athletics Manitoba Board Mtg Agenda**

**7pm Tuesday, Jan 25, 2021**

**ONLINE**

**Present:** K. Kelly, J. Schofield, A. Boudreau, K. Ferris, O. Babalola, D. Sawatzky-Dickson, J. Howe, K. Wiens, P. Harms, G. Athayde, B. Jones, D. Gray, D. Gordon, K. Wiens (7:15) and B. Walker.

**Regrets:** T. Turner, M. Indome

1) Call to order-7:04 p.m.

2) Adoption of Agenda- D. Sawatzky-Dickson (2<sup>nd</sup>- K. Ferris)- approved.

3) Approval of Minutes- G. Athayde (2<sup>nd</sup>- D. Sawatzky-Dickson) approved.

4) Business arising from e-mails since last meeting- None

5) Submitted Reports

- a) President's Report- Alanna and Kathy K. attended the SAGM in Ottawa. Part of that meeting including a membership form. The AC Council meeting was postponed because of the resignation of the CEO (and hasn't been re-scheduled yet). The Governance Committee is working on the review of policies and hope to have drafts circulated for the March meeting.
- b) MRA Report- A comprehensive written report was provided in advance. Kathy W. highlighted the track sessions at the University of Manitoba are going very well with 36 people registered and a few on the waitlist. Kathy W. confirmed that they have received some interest from unattached athletes in participating in their exclusive use time and had to turn them away as right now these sessions are only coached sessions. Kelly W. thanked Alanna for the assistance of the summer students with getting this going.
- c) Office Report- Alanna provided a detailed written report in advance of the meeting. There was a brief discussion regarding exclusive use fees and Alanna confirmed that the office is working on compiling historical data to answer the inquiries with respect to how the breakdown of fees was calculated. Brook raised an issue with respect to the hours for exclusive use. He indicated that he understood that when there is tennis the track remains open until 11:30 p.m. but otherwise its only open until 10:00 p.m. Donnae confirmed that she works for Recreational Services at the U of M and that she is aware that the tennis players have made an individual arrangement with the university. There was also a question about the events that were held recently and why it was restricted to exclusive members. Alanna



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explained that the restrictions were in place to comply with the rules imposed by the University in order to comply with the Public Health Orders that were in place at the time. The orders are expected to change soon. Greg asked whether there was going to be a new strategic planning session in the near future and Alanna confirmed that the current strategic plan takes us to 2025 (ALANNA TO CONFIRM). As part of the existing strategic plan, there are steps to be taken in consultation with the Board as outlined in Alanna's report.

- d) Treasurer Report- Brian had distributed reports in advance of the meeting including a draft budget. Brian confirmed that we have received most of our revenue at this point in the year but still have a number of expenses that we anticipate will result in a small deficit (this is mostly due to the amortization expense). We had budgeted about a \$50,000 deficit but are doing much better than originally anticipated in part because of some additional government funding that we received in excess of what was expected (CEWS). Alanna confirmed that the difference between the forecast on the exclusive use fees and the current amount spent just relates to timing of invoices and the upcoming expenses. Alanna also indicated that the difference on the athlete assistance line item is simply a timing issue in terms of there being outstanding amounts to be paid before the end of the fiscal year. In terms of the budget, the deficit for next year is in part based on the events being forecasted in a budget position. We are also budgeting based on the current government funding ending.

Alanna confirmed that the budget was submitted in draft to Sport Manitoba. We discussed whether the board is comfortable submitting a \$60K deficit. The financial circumstances of the organization at this time (including an accumulated surplus of about \$220,000) should be considered in this regard.

Greg asked whether the grants we have received are tied to specific projects and if those projects would be cancelled if the corresponding grant was not received. Alanna confirmed that this would depend on the circumstances.

Greg also asked whether there would funds available in future years if funding was required for Master's programming. Alanna confirmed that there was no specific source of funding related to Sport for Life but that doesn't mean that there couldn't be adjustments made to cover a new project that warranted the funding (i.e. there is usually some wiggle room in the budget for small expenses to facilitate projects).

Brian put forward a motion to approve the budget as presented (2<sup>nd</sup>- K. Ferris)- approved.

### 6) Committee Reports



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- a) Masters Committee- Greg submitted a report in advance. He confirmed that following the submission of his report, the indoor records were upload to the website.
- b) Awards – Alanna confirmed that there were four individuals from the community who have agreed to be part of the committee. Brook confirmed that he was also willing to participate in the committee.

### 7) Discussion/Decision

- a) Staffing Plan- Alanna had provided a proposal in her office report to support retention of our two staff members (Programs Manager/Community Development Coordinator). Alanna is looking for a motion to approve the following motions:
  - a. That we offer Brooke-Lynn a 3 year contract for her position as Community Development Coordinator, starting April 1st, 2022 through until March 31st, 2025. Salary scale is included in office report.
  - b. That we provide Michael with a raise for the 2022-2023 fiscal year and note that future raises would occur on a two-year cycle based on successful performance evaluations.

Brian raised that we should likely include a COLA provision in terms of the remuneration schedule.

Karen and Omena spoke based on their own experiences to the difficulty of a year to year contract. Greg asked whether there is sufficient work for the Community Development Coordinator for the three year term- Alanna confirmed that there absolutely is enough work. Greg raised that there also may be sponsorship opportunities to cover any deficit in funding for the Community Development Coordinator position.

Kathy K. suggested that we break up the two motions.

Karen brought a motion as proposed by Alanna- That we provide Michael with a raise for the 2022-2023 fiscal year and note that future raises would occur on a two-year cycle based on successful performance evaluations. (2<sup>nd</sup>- B. Jones)- approved

Karen brought a motion with respect to Brooke-Lynn's position that we renew for a two year term at the current rate with any salary increase contingent on funding. (2<sup>nd</sup> -G. Athayde)- approved

Motion to Adjourn- 9:27 (P. Harms)