

**Minutes of the Annual General Meeting – Athletics Ontario Officials
November 17, 2012**

The 2012 Minutes which follow were accepted at the 2013 AGM with the following corrections.

Page 1:

The second-last sentence at the bottom of page should have read, "... he/she could **not** maintain his/her current position." The last sentence, therefore, should read: "The **wording of the** motion was **clarified** as follows"

Page 3:

Under 'Treasurer', the third sentence in the third paragraph should read, "The bank cannot close the account **until two signatories (Enrico Toscano and Lisa Ferdinand) go in person to the bank.**"

Page 4:

In paragraph 7, the tenth sentence should read, "**Provincial** Government".

Page 6:

In the second paragraph, the second sentence should read, "**Her correct title is Competition Secretary.**"

Under 'Elections', the first sentence should read, "**Gary Freedman nominated Tim Slocombe for the position of Vice-Chair.**"

In paragraph 2, the first sentence should read, "**René VanAndel nominated Ian Reid for the position of Director of Availability.**"

In paragraph 4, the first sentence should read, "**John Caulfield nominated Lisa Ferdinand for the position of Treasurer.**"

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Attendance

Alicia Friday	Gary Freedman	Wynn Downing
Ian Reid	Helen Vasilic	John Caulfield
Svend Paulsen	John Gonos	Cameal Johnson
Janet Slocombe	Carla Freedman	Peter Hocking
Jan Berneche	Tim Slocombe	Jacque Downing
Sandy Repko	Lisa Ferdinand	Mervin Witter
Andy Burgess	Doug Krall	Mike Barsam
Lily Whalen	Stafford Whalen	Owen Crane
Robert Patterson		

The meeting was called to order at 9:35 a.m. Peter Hocking welcomed all to the meeting. He acknowledged the passing of Dave Watson, Reginald Taylor, Ken Lake and Joe Young.

Peter reminded all of the voting procedure. To vote, you must be a registered official. You get one vote only. Because of numbers in attendance, 12 is a majority.

Peter prepared a motions form for the meeting. The mover and seconder must sign the form.

Before speaking, if you have another interest, speakers are reminded to state their other interest.

Item number 6 on the agenda will be moved to later on in the meeting, as Suzanne is not in attendance, but will try to come later.

Andy Burgess moved to accept the agenda as amended. Mervin Witter seconded the motion.

There was discussion about the motion from last year that people running for election be given 60 seconds to speak. It was decided that this should continue in the future and be included in the document.

Tim Slocombe clarified his remarks in paragraph 2 from last year's minutes. He was stating that it is harder to officiate at a Provincial Meet than at a National Meet.

Peter Hocking congratulated Helen Vasilic for her election to NOC.

There was a motion by Mike Barsam to approve the minutes as amended. It was seconded by Mervin Witter and approved.

There was discussion of the motion that members of the Executive must resign before running for a different position. The motion by Dave Watson was to ensure that if a candidate runs for election who is already on the Executive and he/she is not successful in the election, he/she could maintain his/her current position. The motion was amended as follows:

“Any Executive member who wishes to stand for election to a vacant or vacated position must resign his/her Executive position prior to the AGM being called to order.”

Mervin Witter moved to adopt the amendment. John Caulfield seconded the motion. Two were opposed, the rest were in favour of adoption of the motion

Chair

Peter talked about the financial crisis at Athletics Canada. Some officials at Level 5 do not get opportunities to travel out of province. If funds are available we will try to find opportunities for Level 5 officials to travel as well.

Vice Chair

Tim thanked everyone for their good wishes for his speedy recovery.

Mike Barsam asked if the Power Point Presentation mentioned in Tim’s report is available to everyone. The response was no because it needs tweaking. The Executive have not discussed it.

Svend Paulsen brought up the matter of OFSSA in June. 43 people registered for a clinic in Brockville for OFSSA in 2012. The previous year, 30 people registered for a clinic in Sudbury. If a clinic is requested, it can be held at any time. The person to contact is Jacquie Downing. OFSSA should suggest the dates. The teachers need to know that we are available and would like to hold a clinic. Lisa Ferdinand commented that we are happy to help the teachers. John Caulfield replied that there is a feeling that AO officials are too officious and that it slows down meets. Helen Vasilic added that it is going to take time to change the mindset of teachers towards AO officials. Another problem is the fact that schools are not giving release time. We need to stress to teachers that it is their meet and that we are available to assist. Jacquie Downing added that we have not pushed to have officials at the meet. If you officiate at OFSSA, it is by invitation only. Tim Slocombe felt that it is good to have a clinic so that the coaches know what officials expect. We are acting as consultants. The primary intent is to provide information.

Director of Seminars and Upgrading

Jacquie Downing thanked those who have been clinicians.

Jacquie reminder the membership upgrading for levels 1, 2 and 3 is ongoing throughout the year, whereas applications for upgrading to Level 4 and 5 must go to NOC. There has been a web update and all forms should now be on the AO website. Ian Reid commented that on the AO website, you have to dig to find the AO rules. There needs to be a link to the rules on the site. There also needs to be a link to the document. The whole document should be available. Lisa Ferdinand indicated that there is lots of useful information on the AO website. Jacquie Downing added that all forms are on the website. Some meet forms are, however, antiquated. Helen Vasilic indicated that the forms have a date on the lower left hand corner.

Director of Availability

Sandy Repko indicated that many email addresses are incorrect or unclear. The list needs to be updated. 230 officials are registered, but more than half do not officiate.

Lisa Ferdinand commented that there is a disconnect between the meet directors and availability. There is a need for follow-up. In order to remain active, an official should be required to attend a certain number of meets. She added that the Athletics Canada data base will go live in two weeks and our data base will improve as a result. Sandy Repko replied that availability lists with levels are needed. It is public knowledge on the web site and can be cross referenced. There is a difference between 'can' do a meet and 'want' to do a meet for the officials. Many Level 3, 4, and 5 officials forget to send in registration forms.

Discussion centered on only using email. It was felt that even if you don't have email, officials probably know someone who does. There could be a \$10 membership fee if you want things mailed via Canada Post.

Director of Awards and Incentives

Carla indicated that the process has been slow because she had difficulty determining the previous supplier. She now has determined the supplier. The suggested Level 3 incentive is a vest. The suggested Level 4 incentive is a hoodie. The suggested Level 5 rain wear needs to be custom made. They will be quite expensive. Nike golf wear was suggested.

The Welcome Kits have been successful. A few hundred have been handed out. The information contained in them is very useful.

With respect to the Ontario Volunteer Service Awards, AO has different geographical regions and only 6 nominations are accepted per region. To be eligible, an official needs to have been registered for at least 5 years. She is unsure whether we will continue to participate in the programme, as the records are inaccurate.

Treasurer

As of November 1, 2012, the bonus savings account is closed. We had run out of cheques. A decision was made to move the money to Athletics Ontario. \$1400 was moved into the AO account.

There are 70 rule books which are still unsold. Enrico Toscano has been depositing money into our account from the sale of the books. \$1200 is still in the account. Before we could make use of AO funds, the account had to have a zero balance. The decision to move the money to AO made it easier to access funds. Enrico Toscano still has signing authority on the old account. It needs to be removed. Peter needs to get signing authority.

The account should have been closed on April 1, 2012. The money remaining in the account is to be used for items other than travel. The bank cannot close the account until it gets a written letter from Enrico. Going forward, money from the sale of the rule books will go to AO. It was an executive decision to close the account. Enrico Toscano, Lisa Ferdinand and Dave Watson had signing authority. We also need to get written documentation for the bank attesting to the death of Dave Watson.

There is still \$1500 which will cover the cost of conference calls, printing and meet record cards.

A question was asked about why we need a Treasurer if we are under the AO umbrella. We must monitor our portion of the funds.

AO has no process for the approval or tracking of funds. As an officials group, we monitor our portion of the funds. AO have no say in what we spend or how we spend it.

Officials have no representative on the AO board. The Coaching Chair is also not on the board. Lisa Ferdinand indicated that any AO official could run for membership on the board.

With respect to out-of-province mentoring, Peter Hocking will attempt to find out-of-province opportunities for all officials that request them.

Helen Vasilic asked Lisa Ferdinand if she gives a report to AO. She indicated no.

No thought has been given to the budget by AO.

Wynn Downing asked questions on Suzanne's behalf. The first question was about what part of an AO championship AO covers. The answer was mileage. The meet convenor covers housing and food. It is stated in item 9 in finances in the document, section e. AO are partners with the host groups. This area needs clarification.

The AO Treasurer just completes audits. The AOOEC Treasurer's job is very important. The fiscal year is April 1st to March 31st. The budget is currently in operation. On May 2012, the budget was approved. We are well under budget for meeting costs. The budget for officials' travel within the province is somewhat over budget. This winter, we can still send officials out of province for upgrading. Travelling together is another incentive which could potentially save money; however, sometimes an official prefers to travel alone. The Federal Government has reduced its funding to AO. We cannot dictate mileage costs. We cannot differentiate between one person travelling alone and several together. After some discussion of a system of graduated payment based on the number of people in the car, a straw vote indicated very little interest in the idea.

Andy Burgess made a motion to adopt the reports as amended. Mervin Witter seconded the motion. The motion was approved.

Provincial and National Championships

The 2012 Provincial Championships were in St. Catharines and Ottawa.

The 2013 Senior National Championships will take place in Moncton from June 23 to June 27. The Junior Championships are in Quebec from July 12 to 14. The Youth Championships are in Langley, B.C. from August 9 to 11. The Canada Summer Games are August 11 to 17 in Quebec. The International Children's Games will take place in Windsor from August 16 to 18.

There was discussion about co-hosting meets.

Helen Vasilic has been circulating emails about hosting meets.

Hosts must ensure that everyone pays registration fees so that the profits are in line with the number of athletes in the meet. Athletes normally pay \$20 per event entry fee. AO does not get any money from the entries. Everyone needs to be treated fairly. No AO meets should be assigned until the situation is rectified.

Document

Jacque Downing is part of the committee that started working on the document in 2009. All committee members have seen copies of the document. These include Enrico Toscano, Mike Barsam and John Metcalfe.

We no longer need a Constitution since we are under AO. Any changes to the document must be put forth in writing.

Lisa Ferdinand believes that the role of the Treasurer is too large to be included with the role of Secretary. We need to maintain the position of Secretary. Suzanne Leroux (via Wynn Downing) wished to make an amendment.

Quorum should be a majority. After the vote today, it must be changed to 4.

With respect to when the Chair can vote, it was agreed after brief discussion that point 3 i) should be altered to read, "The Chair shall vote only to break a tie vote on motions. The Chair may vote as any other member in elections."

There was a motion to adopt a new item 4b wherein candidates are allowed to speak for 60 seconds prior to an election.

It was suggested that a summary of minutes of the AOOEC meetings be posted on the web site. John Caulfield commented that there is no summary of the AO Board meetings. The AOOEC will discuss this matter and decide if we should post the minutes or follow the AO board.

Enrico Toscano had suggested in an email to the AOOEC that the number of votes for each candidate in an election be announced. It was discussed and decided that the status quo shall be maintained. John Caulfield wondered if we need to announce the total number of votes cast. The decision was no.

Item 5p was a clarification of Lisa's report.

The AO Staging Document referred to in Item 7d vi) needs additional revisions.

Suzanne Leroux (via Wynn Downing) indicated that AO will be revising the document early next year. An Officials Coordinator document needs to be drafted to be incorporated into Appendix 1.

Ian Reid said that Quebec has an Officials Coordinator document. Such a document would make Appendix 1 more suitable.

The italics in 7e i) are to be deleted.

John Caulfield asked about the meaning of 'ratified' and 'unratified'. It is relevant to the AGM minutes. It was suggested that "pending approval at the next AGM" needs to be included when posting minutes.

Item 9e must include the addition 'once authorized by the AOOEC Treasurer'.

In item 10b, you will be able to do so as of January 1, 2013 (Suzanne Leroux). We should be able to have direct access. Lisa Ferdinand suggested that the word 'maintain' be changed to 'monitor'.

There was a question from the floor about Suzanne Leroux's job title. There is no title for registrar. We need to maintain a list of registered officials.

It was decided that 10b be deleted.

In item 9e, the double asterisk is to be deleted.

Under Officials' Recognition, page 11, a change was made to point i) under Program - 4 of the credits must be at AO Championships.

This is not a retroactive document. It is a Catch 22 situation if we don't spend our funds this year. Our incentive items are not being purchased through a sponsor. The items should be as generic as possible. Nike would be beneficial price-wise. A question was asked about buying in bulk or ordering the minimum.

On page 12, the Travel Policy, we should omit what we don't need because we will fall under the AO umbrella. The Executive did discuss this at length.

Mervin Witter moved that the document be accepted as amended. It was seconded by Janet Slocombe. The next AO Board Meeting is in December.

Suzanne asked about the role of the Treasurer and who has final approval. It was agreed that the Treasurer has final approval.

Most were in favour of adopting the motion to accept the Document. Mike Barsam was opposed.

Elections

There was one nomination for Vice Chair – Tim Slocombe. Peter Hocking asked three times for nominations from the floor. Tim won by acclamation.

Ian Reid was nominated for Director of Availability. He indicated that he has dealt with most officials at national meets and University of Toronto meets. Peter Hocking asked three times for nominations from the floor. Ian won by acclamation.

Helen Vasilic nominated Sandy Repko for the position of Secretary. Peter Hocking asked three times for nominations from the floor. Sandy won by acclamation.

Lisa Ferdinand was nominated for the position of Treasurer. Peter Hocking asked three times for nominations from the floor. Lisa won by acclamation.

Other Business

Carla made presentations for this year. Level 3 pins went to Sherry Watts, Cameal Johnson, Rene Van Andel and Megan Hostetter

NOC years-of-service pins were presented. Jacquie Downing received recognition for 35 years, Greg McCullough for 35 years, Elaine Lake for 45 years and Enrico Toscano for 45 years.

Helen Vasilic asked if we still have rule books. The answer was yes. The question of availability of IPC books was also put forth. We need to email Elaine Lake.

There was a discussion about requests for clinics

Helen Vasilic noted that Windsor has a lot of Level 1, 2 and provisional officials. If a clinic were to be offered, only room expenses would be covered. There has been no clinic offered at an AO sponsored event.

There was no other business.

The date of the next Annual General Meeting is November 16, 2013.

There was a motion to adjourn, seconded by Sandy Repko. The meeting was adjourned at 1:45 p.m.

(Five circulated reports are attached below)

AOOEC Chair - AGM Report 2012

2012 has certainly been a year of ups and downs. On the negative side we were all very saddened by the passing of Reginald Taylor, Ken Lake, Dave Watson and Joe Young. These 4 gentlemen represented the commitment, dedication and professionalism that exemplify officiating in Ontario.

Despite the serious concern that our membership is aging and dwindling, I am pleased to report that our membership is up to over 230 and we have an increasing number of keen young officials.

As Chair one of my mandates was to promote upgrading and to be pro-active in motivating our officials to become more qualified. To this end, a call for applications for Level 4 and 5 mentoring produced 15 applications. I am pleased to report that we were able to send one official to the Can Seniors in Calgary, 4 to the Can Juniors in Winnipeg, 3 to the Can Youth in Charlottetown and Can Masters in St John for mentoring. In addition 2 officials travelled to Winnipeg and 2 to Charlottetown to act as mentors at Athletics Canada's expense. We were also able to coordinate 4 mentoring opportunities by funding Quebec officials to Ontario Championships to act as mentors. In addition, a look at the report of the Director of Seminars and Upgrading will show that we have been extremely active within the province as well.

We are pleased that our website has been revised with easy access to upgrading information, pertinent forms, and an up-to-date list of officials by Level and Discipline. After requests from meet directors and the Race Walk community we added the category of Level 2 Walk Judges to recognize this special qualification.

Financially, we are facing a crunch as government funding becomes scarcer on both the National and Provincial levels. At the National Level the National Officials' Committee were forced to cancel their fall 2012 meeting due to lack of funding. We have been fortunate so far with great support from Athletics Ontario but doubtless we will have to be creative in the future to achieve our goals.

As a committee the AOOEC met 8 times during the past year, twice at meets and 6 times by conference calls, which proved very efficient both for conducting AOO business and as a cost-saving measure.

For 2013 our goal is to have more Ontario officials attending National Level competitions, as we are fortunate that the Can Seniors are in Moncton, Can Juniors are in Ste Therese, and the Canada Games are in Sherbrooke. In addition, we would like to offer opportunities for all Ontario officials to have officiating experiences at Provincial Championships.

I would like to thank the members of the AEOOC for their support and assistance in helping me through my rookie year as Chair. I also would like to thank the AO office and in particular Anthony Biggar and Suzanne Leroux for their encouragement and assistance.

Respectively submitted
Peter Hocking AOOEC Chair

AOOEC Vice-Chair – AGM Report 2012

As the major role of the Vice-Chair is to assist the Chair, I took a very active role in the discussions and decisions made by the executive.

As the new terms of reference that will govern the AOO with respect to AO evolve, so will the activities of the various members of the Executive including the Vice Chair. Unfortunately, my health this year presented a major obstacle to the beginning of any transitions.

As Vice-Chair, I participated in the conference calls as needed and one the Executive meetings held in conjunction with track meets this summer.

As a mentor and clinician I took it upon myself to begin to develop a Power-point Presentation for an Introductory Comprehensive Officiating Clinic. It was first presented to forty attendees in Brockville by clinicians John Metcalfe, Janet Slocombe and Tim Slocombe for OFSAA in April. A revised presentation was presented a second time in October for twenty attendees at the U of T in Toronto with clinicians Peter Hocking and Lisa Ferdinand doing the track portion and Janet and Tim Slocombe doing the Field part.

This has been a productive year for the Executive and I have enjoyed working with them.

Sincerely,

Tim Slocombe, AOOEC Vice-Chair

Report of the Director of Seminars and Upgrading for the 2012 AGM

Clinics

All clinics offered were 'comprehensive' i.e. covering all disciplines for all attendees.

- March 30 - London – 7 attendees
 - hosted by London Western TFC
 - clinicians: John Stevenson, Richard Zelinka, Wynn Downing, Jacquie Downing
- April 14 - Brockville – 40 attendees
 - organized for OFSAA
 - clinicians: John Metcalfe, Janet Slocombe, Tim Slocombe
- April 19 - Guelph – 43 attendees
 - hosted by Speed River TFC
 - clinicians: John Caulfield, Peter Hocking
- October 20 - Toronto – 18 attendees
 - hosted by TTV & U of T
 - clinicians: Lisa Ferdinand, Janet Slocombe, Tim Slocombe, Peter Hocking

Mentoring

In addition to the out-of-province mentoring opportunities mentioned in the Chair's report, numerous mentoring sessions were organized for meets in Ontario throughout the year. To summarize:

- Level 2 mentorings - 4
- Level 3 mentorings – 14
- Level 4 mentorings for Ontario officials at meets in Ontario – 5
- Level 4 mentorings for Ontario officials at meets outside Ontario – 4
- Level 5 mentorings for Ontario officials at meets outside Ontario – 4
- mentorings done by Ontario officials for officials from other provinces – 9

Upgradings in 2012

To Level 1:	Anderson, Ron Hick, Jeremy Provost, June-Marie Rutto, Mary Stokes, Keith Werunga, Michael	To Level 2:	Anderson, Ian Gonos, John Kallsen, Steve Macias, Francesc Neptune, Ted Prisley, Dale Roos, Jaan Thompson, Doreen
To Level 3:	Ferdinand, Lisa - Starter's Assistant Ferdinand, Lisa – Umpire Hostetter, Megan - Umpire Preece, Jim – Throws Stevenson, John - Umpire Tucker, Robert - L3 Walk Judge (reinstatement) Whalen, Liliana – Umpire	To Jury Provincial:	Frost, Barclay Slocombe, Tim Snyder, Darryl Vasilic, Helen

In addition, two applications for Level 4 and one for Level 5 were submitted to NOC. At the time of writing this report, NOC deliberations have not yet taken place.

Materials

My term began with a review of upgrading requirements, and how they might be tweaked in order to clarify them and facilitate the upgrading process. One of the obstacles seemed to be what to do when no clinic was available, since having a prospective official wait seemed unreasonable. At the same time, it was important to maintain the educational component of the upgrading process.

With these goals in mind, and with assistance from the Chair, the new Upgrading Requirements were developed, while adhering to the spirit of the NOC-recommended criteria. For example, the previous 'brief introductory clinic' to attain L1 has been replaced by the Level 1 Report, which requires a prospective official to gain both some track and some field experience – rather like two mini one-on-one clinics. The Level 1 Report is not an evaluation, but rather a statement of participation, and should be a simple task for any supervising official to complete. In addition, the written assignment, which has long been an additional requirement in Ontario, has been replaced by the simpler, multiple-choice Level 1 Quiz.

The requirements for Level 2 now provide an alternative to the “comprehensive track and field rules clinic” – again so that officials don't have their upgrading on hold while awaiting a clinic. If a clinic is unavailable, an official can write the newly developed open-book Level 2 Assignment instead. While doing this short-answer assignment is not like attending a clinic, it does provide an educational experience that requires one to read the IAAF rule book, and perhaps discuss answers with colleagues.

All Upgrading Applications were also updated.

Web update

As mentioned in the Chair's report, another major project was the updating of materials on the officials' page of the AO web site. Sincere thanks must go to Anthony Biggar in the office for his patience and his assistance. You are encouraged to visit the site, and to let us know if there are items that should be included.

To summarize, under Registration and Membership, you can find the current AO Registration Form, the Expense Claim Form, the organization and operations document, and insurance information.

Under Upgrading Provincial and National, you can find all forms, criteria and information for each level.

Under Resources, you can find links to competition rules for Athletics Canada, IAAF, OFSAA, OUA, and IPC, as well as to NOC information.

The List of Ontario Officials by Discipline and Level is updated on a regular basis. It reflects the general nature for levels 1 and 2, while providing meet directors with information about where officials prefer to work. You are encouraged to check it out to see if it reflects your own records – and do let us know if there are any discrepancies!

It has been a pleasure to work with the other members of your executive over this past year, and I look forward to another productive year ahead.

Respectfully submitted,
Jacquie Downing
Director of Seminars and Upgrading

AVAILABILITY REPORT

MEET	AVAILABILITY	UNAVAILABLE
Jan 29 COMBINED EVENTS	31	27
Feb 5 RELAYS	20	27
Feb 18-19 YOUTH-SENIOR	31	27
Mar 3-4 BMJ	35	27
May 12 AO SW/JM 10K	13	22
May 26-27 PANAM COMBINED	27	22
May27 AO JR/SR 10K WALKS	16	22
June 16-17 AO SPRING NAT'L JR	38	22
July 14-15 AO OUTDOOR JR/SR	40	22
Aug 4-5 AO OUTDOOR BMY	32	22
Aug 19 CAN/US RACEWALK	13	22
Sep 9 RACEWALK	13	22
Nov 10-11 AO CROSS COUNTRY	13	22

I did not include the list of people who did not respond because I have many names on the list of people who no longer officiate or have moved away etc. Many officials did not return their forms in a timely manner, therefore I had to send many e-mails to the directors with the names of officials who responded late.

REPORT OF THE DIRECTOR OF AWARDS AND INCENTIVES NOVEMBER 2011 – 2012

This first year of this new position has not been without its challenges.

The entire awards program has been reviewed and revamped to adhere to our new AOO document. As such, there are no rewards until an official has reached Level 1, at which time they will receive their name tag. Upon receiving Level 2, an official will receive a golf shirt. We are currently looking for a supplier for a micro-fleece vest for Level 3 officials and either a hooded jacket/hoodie or rain suit for Level 4 officials. Once all of our suppliers are in place, we will be contacting all current officials to determine whose awards are outstanding. As well, going forward, and in conjunction with our new policies, a new award claim form has been created. In December of 2011, I submitted to the Ministry of Citizen and Immigration a list of names for the Ontario Volunteer Service awards. Many of the names submitted were accepted and individuals who were honoured received their awards in their local communities.

The Executive Committee also put together a new welcome kit for potential officials, and it was received with great success. The kit contains a welcome letter from the Executive's chairperson, a list of the AOOEC, a registration form, an offence declaration, a brief description of roles of officials on the track and in the field, upgrading requirements, an application for Level 1, and a meet record card.

In addition, at this AGM, we are proud to present Athletics Canada's Years of Service Pins.

The Executive is pleased that we establishing a concrete awards program and tracking system to ensure that all officials are recognized for the valuable time and effort that they expend to Athletics Ontario in a timely manner.

Submitted by Carla Freedman