



1185 Eglinton Ave. E. Suite 302
Toronto, ON M3C 3C6
Tel. # 416-426-7215
Fax # 416-426-7358
Email: ontrack@eol.ca
Website: www.otfa.ca

O.T.F.A. Board Meeting

Date: Saturday August 16, 2008

Time: 9:00 am – 12:00 pm

Location: The Hampton Inn –100 Coventry Road

Ottawa, ON K1K 4S3

Tel: (613) 741-2300

Room: 401

F&B: provided by Pat

Present: Bill Stephens (Chair), Val Sarjeant, Suzanne Leroux, Pat Reid, Harry Stantsos (via telephone), John Craig (staff), Roman Olszewski (staff)

1. **Welcome** – Bill welcomed everyone to the meeting. It was a long way to come to have a Board meeting but it seems to have worked. Thanks to Pat for making arrangements and for great accommodation.
2. **Motion to Ratify Acceptance of the Minutes of the June Board Meeting** – John advised that the minutes of the last meeting are not yet complete. He will send them out in an email and ask for email vote to accept.
3. **Business Arising** - none
4. **Motion to Approve Agenda**

Leroux and Sarjeant

Carried

5. **Staff Health, Safety and Wellness** – John – a review of Athletics Magazine will be done as well as a review of how staff time in general is spent; job descriptions, compensation, etc. This should involve someone with HR expertise. This will be a lengthy process and needs a lot of work, but the staff needs to be as effective as possible and make sure it spends its time on priorities.
6. **Strategic Planning** - Pat asked, if changes are to be made to the Association through the planning process, what has to happen prior to the AGM with respect to logo and name change etc? The planning process started well but it has slowed down. If this item is back on the table now we need to know what we want passed at AGM and how to act now. We need to know what we want to do, then get money to do it before we make the changes and commit to them. Need to keep it on the table until we get the money. These items include getting more office staff, better technical committee input etc

Val suggested we have a document with our mission and goals for the AGM, as well as a logo and name change. Perhaps we need to get stuff up on the website and ask for input, then flesh it out and present a document on the website for September.

Action: Pat to put together a document explaining the planning process and objectives and put it on the OTFA website and ask for input from all clubs. The office will contact clubs (President's) and ask them to respond. This is due diligence – at least we can ask and, if there is no response, we can move ahead. We need to involve clubs in our strategic direction.

Since we are talking about OTFA structural and planning, there may not be much interest. But if we can include everything all the way down to our goals then clubs will see how it affects them.

There is also a need to make a visual presentation at the AGM and announce the OTFA's new look.

We need personal contact to get real input. Some people don't like the new look and name. Colours are also a concern. Red and white are our official colours at the Canada Games. Outside this we have nothing official. Red and white stands out and there is some interest in this.

Action: John to ask Andy Buckstein to review By-Laws and Letters Patent and make changes as required.

Action: Changes will be presented as a draft at the OTFA AGM for adoption. If they are not adopted then we stay with existing documents. Two issues – name and logo change is one, other is the house-keeping of structure etc.

Action: Pat to draft several different colour schemes for presentation on the website and at the AGM. Package to be mailed – real mail – from OTFA. This is to be mailed to the Club President and Coach of every club. Snail mail to President's and email to coaches. Include deadline for feedback.

7. **One of Three Project Funding Grants** – John explained why we only were successful on one of three Active 2010 applications. Apparently we need more detail in the applications. We can't assume the readers of the applications know anything about sport. We may need to seek consultation.
8. **Code of Conduct** – John has sought legal advice twice now on the Code of Conduct document but nothing has been received to date. John will try again for comment prior to the next AGM.
9. **Issues from Supermeet Two** – Bill and Suzanne raised concerns that at least one club put a lot of athletes in events they didn't know just to score points. This was not against the rules, but was not good for the sport. Relays are only allowed to score best team We need to include a simple statement that clubs can only score points with two athletes per event. Perhaps we need to have standards.

Action: This issue should go back to the Technical Committee for input and direction. Such behaviour is making a mockery of the sport at our highest level; perhaps this type of event loading can be done in other meets but should not happen at Championships.

10. **2009 All-comers Series** – Bill advised that there was an ad hoc series of meets this summer. There was some discussion about a series and a plan for next summer. Perhaps we need a series of more meets staged across the province. Harry will spearhead a group out west. Andy McInnis will help in the east, though the Terry Fox track won't be available. Roman will set aside some time at AGM for fixtures planning.

11. **Quest for Gold Announcements** – Bill - the U of T High Performance Centre has partnered with Quest for Gold Sport to assist coaches and/or athletes who can use UofT for training, testing and support. An application and explanation will be posted on the OTFA website by Monday. Applications need to be in by September 25. Coaches of Quest for Gold athletes can also use these facilities and opportunities. This is for next group 2008-09.
12. **Annual General Meeting** – Bill wants to spice up this meeting and suggested that, prior to the meeting, we host coaches/attendees in different rooms for seminars and a fixtures meeting.
13. **Awards Banquet** – As this is a major undertaking, there was some suggestion that we cancel the Banquet for this year so we can make sure it is done right. Others, however, felt that this would be a great time for the Banquet as it is an opportunity to showcase our planning, the (possible) new name for the Association, and to make our membership aware of our new direction.

This is more than simply planning a dinner; we need awards, with a process for nominating and selecting winners, and we need to produce appropriate and memorable awards. This is a major undertaking and we want to make the first year a good event or not do it at all.

For the time being it appears we need more resources than we currently have and, while a committee has already been created to manage this program, we need to expand on that committee to make it work. One suggestion is that we use the BC Awards model, but streamline it for our purposes, at least in the early years: BC has hundreds of people at their banquet and in excess of 50 awards.

Action: Val to work with the existing committee (Val and Pat are co-Chairs), expand it and determine criteria for awards, obtain awards and process for receiving nominations, and then plan the banquet. Bill will join the Committee. There is a need to include others on the Committee to drive this.

Action: The banquet and awards should all be done in conjunction with our virtual Hall of Fame. Pat has some ideas on some Community College people who can assist in this process.

Action: The Awards Banquet Committee needs to formalize the process of recognition of athletes and coaches; awards should include kits – uniforms - so everyone is recognized for making the team. ‘Inductees to the Provincial Team.’

Action: Val and Pat to have a formal discussion to work out the details.

14. **Harmonization of Events Across Canada** – Bill – the Athletics Canada Technical Committee has come up with recommendations on harmonization for different events. We have been asked to have our Technical Committee get back to Donna Kaye on these recommendations; there were a lot of objections at the AC meeting. The idea is to have all events harmonized across the country and this should all be considered in the context of LTAD.

Action: Roman to call a forum in September to discuss this and react.

Pat asked if we are we qualified to do this as coaches or do we need to bring in some experts in growth and development etc.

Action: Roman to make sure the committee includes people who are experts in athlete development and growth and perhaps include some people from the SAO sports labs like Tom Patrick and John Gannon or possibly some people from UofT. Invitations should also go to people from the MTA.

John reminded the group that this whole process needs to be addressed in light of the LTAD. OTFA needs to be sure that LTAD is tied into all of this and that we react in light of the LTAD.

15. **Provincial Coach Position** – Val advised that AC tried to go with a national coach and it hasn't worked so they have now gone back to four coordinators for the different event groups. They are called national coaches, but the bottom line is they are coordinators for the four areas.

Val suggested we align ourselves with the AC approach. We should go back to the Ministry and ask for variance so we can hire, not a single coach, but four coordinators. John advised that he has had this conversation with Swim Ontario and we could go with Swim Ontario to the Ministry to see if they would support this concept.

Action: John to ask Swim Ontario to join OTFA in a presentation to the Ministry to see if we can move from one Provincial Coach to a series of four or five coordinators and split the money. Pat to explore this with Blair McIntosh prior to a meeting with John Gannon and Tom Patrick.

16. **Year of the Track and Field Official Program** – Val suggested a few meetings back that we do something to recognize the officials and to find ways of assisting the core group. We need to crank up our officials' recruitment. We also - as a group - within our respective clubs, need to start getting people trained.

Suzanne advised that the awards for the Year of the Official has been good and that the recognition was much appreciated. We had six more official recruits after SuperMeet 2.

17. **Track Time – Phase II** – John explained that he had a conversation with Joanne Mortimore of Athletics Canada regarding what is perceived now as a third developmental program in Ontario. Harry asked about money from OTFA to assist with summer camps for kids. He said we don't need seed money but ongoing support so the summer camps reach the kids.

18. **Dartfish Program** - Harry advised that contacts have been made with several centres and people in those centres are already taking Dartfish courses. He listed those centres and who he has talked to. Pat suggested we need people in each centre to work in each event area. OTFA should look after one coordinator and if that coordinator wants to get others involved, or mail videos to other areas for analysis, that is up to them.

Cities are: York (Toronto), Windsor, Hamilton, (Julian Springer), Ottawa and London. Toronto (UofT) already has a unit. We should also consider Sudbury/Timmins/North Bay/Sault Ste. Marie? The unit at the OTFA office should stay there as a loaner.

All systems will come with an obligation to the OTFA to learn how to use the system and work with Canada Games athletes in the area.

Action: Val to draft this document which outlines obligations, computer use, how equipment is handled, who can use it etc.

19. **Canada Games Team Development Program** – Roman - The OTFA application for funding of this program was successful.

Action: John to check to see if we have some money which was deferred from last year (though this was likely used for the purchase of the Dartfish software and supporting computers).

20. **New Business** – Suzanne – advised she will report soon on all meets including the Legion combined Youth meet and she will try to address some very real concerns and problems.

Suzanne also advised that AC Direct will charge us three dollars per athlete for using their system though we already do this for free with Hy-Tek. There will be more discussion on this with AC in the fall.

Suzanne is ready to post Ontario rankings, which are sorted in several different ways including all performances by each athlete. Suzanne has about 98% of all Ontario meets already done. She hopes to have rankings on web by mid-September.

Harry will extract Canada Games rankings from Suzanne's lists for posting on Canada Games page.

Val updated the Board on 'Celebrate the Olympics' at the CNE. He outlined what is happening and who is involved. This looks like a major public relations venture for OTFA and Val and Tim and Kelly Bethune have contributed enormously to the project.

Motion to Adjourn 12:14 p.m.

Leroux