

Minutes of Meeting of Board of Directors – June 5, 2013-06-05
Conference Call – 7pm

Present: John Craig (staff), Bill Stephens (Chair), Lisa Ferdinand (Vice-Chair), Leslie Estwick (8:10 pm), John Stevenson, Sharon Stewart, Roman Olszewski (staff), Anthony Biggar (staff), Sue Wise (staff)

1. Adoption of Agenda:

Add Hall of Fame undertaking under new business.

Motion: to adopt the Agenda as amended:
Stevenson and Stewart

Carried

2. Adoption of Minutes:

Discussion and **Business Arising:** Bill asked about the progress of the Co-hosting Committee and was brought up to date. This item will be discussed in more detail later in the meeting.

ACTION: Roman will send the Secretary more information on Canada Games Team selection.

ACTION: Roman will send the Secretary a change re: standard to be met as of April 1, 2012.

Sharon asked that the spelling of her name be corrected in the minutes.

Motion: To adopt the minutes of the meeting of the Board of Directors on April 28, 2013.
Ferdinand and Stevenson

Carried

3. Carried Forward Action Items: Lisa reviewed and updated all of the items in the document.

ACTION: Lisa to send updated document to Anthony and John C. for distribution prior to next meeting.

4. Events Calendar Review: The next Board meeting is scheduled for September, 2013. The Directors will also see if a conference call this summer is possible.

ACTION: Lisa will put a new item in the calendar for a conference call on Tuesday July 16th.

5. Selection & Ranking of AO Priorities for 2013 – there was discussion around the need for Ontario rankings (as opposed to Athletics Canada rankings) and the technology available to assist with the process and updates.

6. Reports:

Chair: Bill reported that Chris Xerub has been hired as a masseuse for some high profile, high performance athletes in Jamaica and he is willing to assist in orchestrating a dual meet in Jamaica in 2014.

Roman suggested we need a budget for this project. There was a concern that as good as the ideas seems, there is a potential to lose money. Sue suggested that athletes might be willing to pay their way or we could enter into a cost sharing with agreement with Jamaica.

ACTION: Bill will ask Chris to explore the idea to see what is feasible.

Vice Chair: Lisa advised that all of her report will come in the report from the Governance Committee.

Director of General Operations: Leslie advised that her comments will come under the report from the Governance Committee.

Director of Technical Development: Sharon said she was trying to understand the chain of command at meets, AO Championships in particular. The role of the AO Technical Delegate was questioned: who is it; is there one at each meet and where do other job lists come from? Lisa suggested the Technical Delegate is someone who assures that the meet leading up to the start of the program goes off without a hitch. The Technical Delegate deals with issues, athletes and other people and assures the meet is run according to policies and procedures.

The Technical Manager, on the other hand, looks after the technical aspects of the meet with respect to the meet, implements, standards etc. There was discussion about other relative responsibilities – including competition director and meet director.

Championships Committee; Bill spoke with Chair Anne Mullins and has now asked Sharon to Chair this Committee. Sharon asked for clarification as to who were members of the committee and advised that she will try to get in touch with all of them.

ACTION: Leslie to send Terms of Reference to Sharon.

ACTION: Sharon will look at all 'Carry Forward Items' and will need to see the minutes of previous Committee meetings.

ACTION: Sharon will form subcommittees to speak to certain issues.

Sharon advised that there is little information from previous meetings so the Committee will need to start again in some respects.

ACTION: Roman will see if he has minutes or notes from previous Committee meetings and will provide to other members as possible.

The Directors agreed that Tony Sharpe should put out suggestions and recommendations for a new standard schedule. Roman has already drafted a new schedule and sent it to Tony and Anne with his recommendations; there is a working and improved schedule as a starting point.

ACTION: Roman will send Sharon some new suggestions for a standard schedule.

ACTION: Sharon will send Roman's revised draft schedule to members of the Championship Committee.

Director of Athlete / Coach Development: John Stevenson said he would defer to Sue re: training for NCCP levels 2 and 3. Sue said there has been some activity in the last 6 weeks with about 60 people taking courses. She also said Ottawa will have a conference for throws in October. She will try to get a certification component within the Ottawa conference.

ACTION: Sue will check with Kayla to see if there is a section on how to coach wheelchair throws.

ACTION: John S will ask Anthony to send a note to all AO coaches about the conference.

Sue also advised that AO has been approved for \$6,000 for a coaching conference. This could be used to assist our coaches in going to the Ottawa conference. Other projects could also be supported.

This money is also funding Kayla's trip to the national championships, and it will help Adrian Roberts go to AC training clinics.

Staff Reports:

Managing Director: John C reported on the Athletics Canada AGM held in Ottawa on May 24-25. He advised that the Branches agreed to present at their respective 2013 AGMs a proposal for a significant membership fee increase for Athletics Canada, to be phased in over several years, and which would result in the elimination of self-funded national teams. This proposal has implications with respect to AO membership fees and should be discussed at a fall meeting of the Directors so that a well-briefed presentation can be made to the members at the AGM.

John C also advised that Leslie had been present at the AC/Branch Planning meetings at the same time and that there is a general feeling that these planning meetings need to be better supported by the branches as they are vital to establishing a collaborative and aligned program across the country.

John Craig also mentioned the recent deaths of Diana Stevens, Executive Director of Athletics Manitoba, Geoff Gowan and Coach Dave Lyon.

John C discussed the progress on the Toronto International Track and Field Games. He advised that the meet will likely incur a significant loss of revenue (\$120,000 or more) despite the fact that revenue to the meet would exceed \$235,000. He also noted that a pro-bono arrangement with an advertising firm had rendered significant advertising for the meet and that ticket sales were exceeding sales rates from previous years.

John C advised that track refurbishing for the Pan Am Games of Centennial, the Toronto Track and Field Centre and Birchmount will render those tracks inaccessible for most of 2014.

John C advised that Kayla Cornale is doing a great job on the para-athletics projects despite some significant challenges. John C also noted that an Ontario government program has allowed Athletics Ontario to hire Chisomo McHaina on a summer contract. Anthony provided a small report on what Chisomo will be doing and how her time will be spent

John S. asked questions about the hiring and interview process for the AC advertised position of Event Group Coach – Sprints and Hurdles and about the credentials of the candidates. John C and Sue provided feedback as appropriate.

Anthony suggested that AO needs to make sure all coaches – especially those in high performance and paid positions - are members of Athletics Ontario.

ACTION: Anthony will canvas and require Ontario and AC coaches working on behalf of AO and/or AC to become members of the Association.

Lisa advised that the financials of the Toronto International Games will be dealt with at a future meeting.

Uniforms for CSG team were discussed. It appears that we have some stock that can be used for team uniforms but that additional stock and sweat suits will have to be purchased. At least part of this cost can be recovered from the athletes.

Governance Committee Report: Lisa said the Committee had been formed last fall and included Bill, Leslie and Lisa. She extended an invitation to John C to join. She said the Committee has looked at a couple of things including governance policies. Lisa said the Committee has looked at operational templates and believes we need more Directors and more subcommittees, advising that human resources issues are of paramount importance, along with succession planning.

Leslie and Lisa have met with a consultant to see how AO can proceed, what we have to do now and what we can leave to later. The consultant suggested immediate tasks include our need to get a handle on finances, how we deal with HR component (succession planning) and finally, sourcing people to sit on committees. We also need to develop governance policies that are current.

Recommendations: need approval from Board for to undertake policy review and an HR review.

Documents would include recommendations on how to move forward and measure our current status and get everyone onside to move ahead and get RFP.

Motion: to approve the Governance review, form a Finance Committee, clarify the Treasurer's position on the Board and seek a new treasurer if appropriate, and to conduct an HR review.

Stevenson and Stewart

Carried

7. New Business:

- a. Hall of Fame – Anthony distributed a list of nominations which was supported by Leslie, Sharon and John S. The list was accepted by consensus.
- b. The Championship Committee needs to consider the role of the entries secretary for AO Championships and see how that position relates to the Co-Hosting Agreement.

ACTION: John C to find out how other branches manage their provincial championships; who handles entries receives entry fees? What is their co-hosting policy?

- c. There was some discussion about the status of a law suit against Athletics Ontario.

ACTION: John C to ask Torkin Manes for advice on some issues that relate to continued competition by the person suing the Association and the best way to provide information on undertakings.

Adjournment – 10:10 pm

Stevenson and Estwick

Carried