



## Athletics Ontario Board Meeting

**Date: Saturday October 17, 2009**

**Time: 10:30am – 2:00 pm**

**Location: 449 Main Street, Toronto, ON**

**Present:** John Craig (staff), Bill Stephens (Chair), Val Sarjeant (Vice-chair) arrived: 10:52 am, Roman Olszewski (staff), Anthony Biggar (staff), Suzanne Leroux, Stuart Smith, Harry Stantsos, Sue Wise (guest – arrived: 11:40 am)

### Agenda

1. **Welcome:** Bill thanked those present for coming to what might be the first Saturday meeting ever. He also thanked Anthony for letting us use his house.

2. **Motion:** to accept the Minutes of the June Board Meeting

Leroux and Stantsos

**Carried**

3. **Business Arising:** The Board has entertained ongoing discussion about meet entries from unattached athletes who enter meets online, then don't come and meet hosts don't get the entry fee. Normally, when a club enters a competition, the fees are paid even for those athletes who don't show up.

On behalf of our meet hosts, AO should require people who are entering meets to pay before the deadline. This needs to be built into the entry package; athletes/clubs have to pay before your entry is complete.

**Motion:** That for AO Championship meets all entry fees must be paid by the entry deadline.

Stantsos and Stephens

**Carried**

**ACTION:** Roman will draft this into the Championship Policy.

4. **Motion: To approve the agenda as presented**

Smith and Leroux

**Carried**

5. **Staff Health, Safety & Wellness:** John reported that Bernie continues to get good reports from doctors and that his recovery has been quick and dramatic.

6. **Greater Toronto Super Club for Olympics bound athletes** – Bill said he has heard suggestions from several quarters that, in order to access services and resources, Olympic-bound athletes in the GTA should consider forming a single Super Club which would allow joint workouts, amalgamated support and a stronger and more united front for national programs. Such a club might also be better able to access national resources and support..

The Board members expressed some concerns about the concept, but thought it was worth exploring. The MOU for the High Performance position at UofT already identifies some of the athletes the HP coach will be working with. Bill will keep members of the Board up to date on interest and developments.

7. **Funding Review – Membership Drive, Marketing Committee** - John outlined our Ministry funding status and the feedback from the Ministry on our funding applications. The Association had a reasonable application, scoring enough points to finish 11<sup>th</sup> out of 62 PSOs eligible for funding. However, our Membership Factor has dropped from previous years and, as a result, funding cuts have been significant.

John further outlined progress made in a new membership program which could alleviate some of this problem by the year 1012-13. This idea appears to be sound and there is enough value in it that other similar programs might also be tried.

Val suggested we try the same sort of membership effort with some of the grass roots programs in Track and Field. Membership should continue to be a focus of our planning and there is a need to drive similar efforts across the whole grassroots spectrum, including RJT, FIA and Track Time to make sure participants in these programs are Association members as well.

The Association should try to get all our clubs to make their recreational athletes members of the Association. This has important insurance implications for the Association and the clubs, and would help increase our membership numbers.

The Association is also forming – for the first time – a marketing committee to help steer our efforts to raise funds based on properties we currently have and new programs that can bring benefit and funding to the Association. This committee will meet for the first time in early November, 2009.

8. **Budget:** John suggested that a close and detailed look at the budget for this year is in order. Clearly the budget passed at the last AGM is not longer relevant as government funding has been compromised. Bill suggested that, for clarity and thoroughness we look at the budget through a committee. This will allow us to make an informative and transparent presentation to the AGM.

The Committee should consider raising current fees, cutting expenses and using existing members equity.

A Budget Committee was struck which will include John, Roman, Bill and Stuart. The Committee will meet Monday – October 26 – 6:00 at SAO.

**ACTION:** John will book a boardroom and food. John will ask Wendy to prepare a spreadsheet showing what has been spent already in this year. John will send out a reminder to the Committee.

9. **Quest for Gold** – John provided a list of proposed nominees, explained the process and the implications of the lists, and asked for a motion to accept the list as presented.

**Motion:** To accept the list of Quest for Gold nominees as presented – and as to be amended - by the Quest for Gold AAP Selection Committee.

Sarjeant and Stantsos

**Carried**

10. **Discipline Committee** – John advised that a committee had been formed, as per our Policies and Procedures, to consider several concerns and incidents. John outlined the process and some of the recommendations while keeping the names of those involved confidential. In particular, John mentioned that Craig Blackman, who had been a coach at the Canada Games, was participating in mentorship and intervention program for an athlete which seemed to be breaking new ground in terms of discipline and positive action.

Val suggested that Athletics Ontario owed a vote of thanks to Craig and hoped he would be recognized for his efforts.

11. **Nominations Committee** – With an election coming up at the Annual General Meeting in December the Board needs to form a Nominations Committee to steer the process.

Val Sarjeant and Harry Stantsos volunteered to sit on this committee.

12. **Preparing for the AGM** – the Board will respond to this item through the Nominations Committee and the Budget Committee as formed above.

Bill is also conducting a review of the workshop which was conducted at the end of last year's AGM to see how we have responded.

13. **Transfer Policy** – John proposed a motion which would address the transfer of an athlete from one club to another at the beginning of a calendar year when the athlete owes a former club money or property. While acting on behalf of the club means AO becomes a dispute resolution body, the Board felt there should be support for the club to which money or property is owed.

**Motion:** If an athlete wishes to move to another club at the beginning of a new membership year, an Application for Transfer must be completed. The only criteria deemed acceptable for a former club to refuse to sign and agree to a transfer is if funds and/or property are owed to the former Club/Coach. In such cases, the former Club/Coach must provide accurate and detailed accounting of the funds and/or property owed the Club/Coach by said athlete, in writing to Athletics Ontario. If the funds are not paid and/or property not returned, the Application for Transfer will not be approved by Athletics Ontario, and furthermore, said athlete will not be able

to compete until such time as the owed funds and/or property are paid and/or returned. Once all outstanding funds are paid and property returned, the approval of the Application for Transfer is automatic.

Stephens and Stantsos.

**Carried**

**ACTION:** Wendy will put on our membership forms that an athlete moving to a new club needs to fill in a transfer form and that the former club coach can refuse to sign if there is money or property owed. Suzanne will help with this process.

**ACTION:** Bill and Suzanne will follow up in January and February to find transferred athletes and make sure the process has been followed properly.

**ACTION:** John to remind members of this rule at the 2009 AGM.

**ACTION:** Anthony will post this on our home page.

#### **14. Ontario championship levies – Timmins**

The AO BMY Championships were staged in Timmins this past summer and the Association has received a request from the host club to review the financial arrangements for the meet. There are, apparently, some concerns to do with unanticipated costs and revenue streams. The Board members did not consider relief to be an option, but it is prepared to consider options.

**ACTION:** John will ask the host club for an accounting of the meet and will bring the review to the next Board meeting.

#### **15. Finish Line Camera courses and dates – Suzanne advised that she is aiming to host a finish line camera course in mid-November, but that a location for the course still needs to be confirmed. A similar course is currently being conducted in Windsor.**

The course will consist of two parts – the first part can be done by less qualified technicians. Part two needs to be done by a qualified and recognized expert. Suzanne suggests Sean McFarlane who may come in for free. Other courses should be done in London and out east as well.

#### **16. Ontario Officials Council - Suzanne reviewed recent developments in our attempts to get a meeting with the OOC. The OOC Board is meeting as a Board today (October 17), then tomorrow (October 18) a group is meeting to finalize the OOC response to the AO paper. The AO hope is that a meeting with OOC representatives will happen before our AGM.**

Some AO Board members and other representatives will attempt to be at the OOC AGM to provide clarity and information should there be a discussion on the re-structuring document.

#### **17. AO Hosting of Ontario Championships - Suzanne presented a paper suggesting that, given current budget and fiscal concerns, AO should assume the hosting responsibilities of some AO meets. The proposal suggests that AO host the meets, pay a host club a flat fee depending on**

responsibilities, and find a meet director. This would be a good way of bringing more revenue into the Association and minimizing the effect of funding cuts.

Roman advised that he has already talked to Track North about this approach and the club seems to like the idea.

To do so, AO will need a meet director – someone who is neutral and not involved with a club – to manage the director’s responsibilities on behalf of the Association.

Bill proposed that we assume one indoor and two outdoor meets.

Stuart asked the Board to recognize that any money the Association made as a result of hosting these meets was money taken out of the club system and out of the hands of the clubs, many of whom depend on this money. This will make some of our clubs upset.

There was general concern about the effect this will have, but the welfare of the Association is also important.

**Motion:** that Athletics Ontario organize three meets in 2010, one indoors and one outdoors plus the outdoor National Qualifier: Bill and Harry **Carried**

**Motion:** That AO be the organizers of the 2010 BMJs indoors, plus the 2010 outdoor National Qualifier and the 2010 Junior/Senior Championship meet in Sudbury in 2010.

Leroux and Stantsos

**Carried**

Stuart suggested, to be fair, that AO needs to advise clubs of change to bidding process.

This process will also be considered by the Budget Committee as part of a detailed look at budget planning.

18. **Silent Auction** – Bill asked that if anyone knows anyone who can find some silent auction items, please let Sue Wise know so she can contact them. Sue will also set up the Silent Auction on the day – bid sheets,

19. **AO Championship Competitions** - Bill talked about expectations for our meets, including check-in procedure, seeding, common schedules, live results and rankings. Hy-Tek entries & results should be mandatory for all sanctioned meets. In the absence of Hy-Tek, a spreadsheet format which can be translated into Hy-Tek should be the minimum requirement. Such spreadsheets are available for free from Suzanne.

**ACTION:** Suzanne to make these spreadsheets freely available through the AO website or other means.

**ACTION:** Roman to draft this requirement into our competitions Policies and Procedures.

**ACTION:** Roman to begin work on a common schedule for all meets for all facilities. Schedules may be ‘tweaked’ for special situations, but in general all schedules should stick to the standard. Host organizers not prepared to work with the standard schedule should not be awarded the right to host a Championship competition.

20. **Additions to Championship P&P** - Roman asked for a Board member to propose the following amendments/additions to Policies and Procedures for Staging of Championships, which were presented as a single motion:

new 011.2:

**In the relay events the entry deadline shall be as stated above. The names of all possible runners on all relay teams entered shall be included with the entries. However, the names of the four runners on each team and the running order need not be provided until the day of the meet (but prior to the team declaration cut-off time announced in the meet information package.)**

Delete 120.3 (originally proposed by Roman)

Delete 190.1 (current protocol) and replace with:

**Athletes entered in track events shall check in at the start of the event site or designated area no sooner than 60 minutes and no later than 30 minutes prior to the scheduled or re-scheduled start of the race.**

Delete current 190.2 and replace with:

**Athletes in field events must check in at their event site before the start of the first trial for any competitor in the event.**

Re-number current policy 190.4 to 190.3.

Stephens and Sarjeant

**Carried**

21. **Fixtures Meeting** – Bill suggested we have a fixtures or scheduling meeting held in conjunction with our AGM – perhaps as a break-away section prior to the start of the AGM. Alternately, this might simply be a meet directors meeting, with some effort to resolve date conflicts. This would be a good opportunity to talk to event hosts and organizers about the revised competition Policies and Procedures, and to discuss other items of common concern.

Anthony presented a suggestion by Wendy Lee(staff) that sanction fees be changed in the new year, partly in response to the introduction of the HST. The suggestion is that fees be based on estimated meet attendance. For the time being the minimum sanction fee is \$5.00; suggest that this minimum go up to \$10.00. There are other increases as follows:

**PROPOSED SANCTION FEES WITH BREAKDOWN**

#	SANCTION	HST	SANCTION	INS	TOTAL	
UNREGISTERED	FEE		+ HST	(INCL HST)		
0	8.85	1.15	10.00	0.00	10.00	10.00
1 - 15	10.09	1.31	11.40	13.60	25.00	25.00
16 - 30	11.15	1.45	12.60	37.40	50.00	50.00
31 - 45	13.63	1.77	15.40	64.60	80.00	80.00
46 - 60	17.61	2.29	19.90	90.10	110.00	110.00
61- 80	18.58	2.42	21.00	119.00	140.00	140.00
81 -100	19.47	2.53	22.00	153.00	175.00	175.00
over 100	20.35	2.65	23.00	187.00	210.00	210.00

**Motion:** To change Athletics Ontario sanction fees as above.

Leroux and Sarjeant

**Carried**

22. **LTAD – Event Alignment** – Bill thinks Athletics Ontario needs to do a good job in implementing event alignment to make sure it fits with the LTAD model and meets expectations from Athletics Canada, our membership and the Ministry. While this only applies to Championship events, we should emphasize that clubs and athletes should be training for the Championship specs. This will require new marks on tracks, adjusted schedules and other changes to accommodate the program.

Roman says he believes we are prepared to manage this.

23. **AO Hall of Fame Committee:** Sue Wise asked the Board members to review the list of recommended Hall of Fame inductees for approval. The Board examined the criteria and matched it against the list presented, and recognized the need to be consistent in our choices.

**Motion:** to accept the list of nominees as presented.

Sarjeant and Stephens

**Defeated**

**Motion:** to accept the list of nominees as amended.

Leroux and Stantsos

**Carried**

**ACTION:** The Hall of Fame Committee will decide if a new nominee will be added to the amended list

24. **Agreement on High Performance Centre** – John asked for feedback on the proposed MOU between the Canadian Sports Centre Ontario, Athletics Ontario, Athletics Canada and UofT. Of specific concern was the need for AO to have a more formal role and provide more tangible input at the Centre.

**ACTION:** John, Bill and Sue to meet with Tom Patrick of the CSCO on Friday, October 23 to discuss the MOU and the role we play in the centre.

25. **AGM** - Bill asked if there was a need for workshops prior to the AGM in December. Such workshops provide a forum for feedback on issues and ideas, and gives the membership an opportunity to talk and discuss common interests. Bill suggested that a Meet Directors workshop could provide AO with a chance to discuss our Policies and Procedures, and may help coordinate competition schedules both indoors and out. Another workshop could discuss how AO has addressed the priorities as identified by the membership at the 2008 AGM. A third topic, that of establishing more grass roots programs was also mentioned.

**ACTION:** The idea was generally accepted and, while specifics need to be ironed out, Bill will follow up and make arrangements with hotel for extra rooms.

The idea of video conferencing was also considered, but tabled for the time being. Active participation at the meetings is important and we may lose the balance of the audience and the quorum if we offer videoconferencing.

26. **Videography Services** - John and Sue discussed the various services and options available, both commercial and otherwise.

**ACTION:** John and Sue to do more research and come back with another recommendation.

27. **AO Code of Conduct** – Val was advised that the AO Code of Conduct, as posted, is up-to-date and that it has been reviewed by legal counsel.

28. **Proposed Travelling Hall of Fame** – Val asked that this item was tabled until the next meeting.

29. **Dartfish Program update** –Val updated the Board members on the Dartfish program. The AO contract still needs to be finalized, but the Ottawa Lions and Timmins-Porcupine TFC are both interested in getting into the program. Windsor may be angling to opt out of the program, but there may still be room and reason to try to keep the program there.

30. **RJT/Track Time/Fun in Athletics** – Val asked that, since Athletics Ontario is trying to capture the athlete development model through the RJT, Tack Time and FIA programs, we should work on this program and, perhaps it can be a topic for an AGM breakout sessions as suggested. Several clubs are doing good stuff but more clubs could benefit. We are running clinics but in order to make them work the clubs need to know where to get the resources to run these programs. Perhaps AO should be providing better information as a way of supporting the clubs.

AO also needs to track things better. Some of the Track Time stuff has been very successful which will help us get new members – for funding – and help with talent ID instead of losing good young athletes to other sports.

**ACTION:** Consider this for a pre-AGM breakout sessions



**New Business** – Bill asked that everyone push hard on advertising the awards banquet, suggesting that we have a good room rate. Val also suggested that we try to have a media event prior to the AGM – maybe at Crothers school – and hype the Hall and the inductees, which may include two Olympic medallists. Bill suggested we also have a media award, and Val added that a Team Award be considered.

Code of Conduct: John asked that the Board read and provide comments on a new CCES Code of Conduct to see if we should implement it in our own policies, or at least become a signatory to the document.

**ACTION:** John to circulate the CCES Code for review and comment.

Fundraising - Sue suggested she would help organize a golf game as a fundraiser for the Association. She suggested late summer or early fall of 2010 for the inaugural event, and suggested a silent auction at the game would also help raise funds.

**ACTION:** Sue to organize the golf tournament and report to the Board on progress being made.

**Motion to Adjourn – 2:44 pm:** Sarjeant

**Carried**