

Minutes of the Meeting of the Directors of the Board of Athletics Ontario
Saturday, November 17, 2012- 2:10 pm
Ontario Sport Alliance

Present: John Craig (staff), Anthony Biggar (staff), Roman Olszewski (staff), Bill Stephens (chair), Lisa Ferdinand (vice-chair) (2:35), Leslie Estwick, Harry Stantsos, Kayla Cornale (staff), Stuart Smith

Regrets: Sue Wise (staff), Dave Watt (treasurer)

1. **Welcome:** Bill welcomed everyone and thanked them for attending what will be a full weekend of meetings. He advised that a meeting, held earlier in the day to discuss AO Championships and a co-hosting policy, was long, tiring and productive, and that there might be some low energy levels.

2. **Motion to Accept the Minutes of the September 22/26 Board Meeting:**
Smith and Stantsos **Carried**

3. **Business Arising:** Leslie advised that she has received a copy of the technology expenses that AO incurred in the last year and will act on it as she can to help reduce future expenses.

John advised that a contract with Brian Levine is under review.

There was some general discussion about the interest and need to increase the number of Directors on the Board and to create more standing committees, the newly formed Governance Committee being just one. The Board should be looking for people with specific skills to fill future positions.

4. **Approval of Agenda:**
Stantsos and Estwick **Carried**

5. **Carried Forward Action Items from previous Board Meeting:** none

6. **Calendar of Events:**

ACTION: Bill and John will develop a schedule for Board meetings for 2013 and send it to Directors and staff for scheduling.

7. **Staff Health, Safety and Wellness:** John reported that one of the staff members is facing a significant health issue which may result in some time off work.

ACTION: John will determine if it is necessary to assign signing authority to other staff and/or directors on an interim basis.

8. **Standing Reports:**

- a. **Chair** - Bill's report is part of the AGM President's report that will be presented at the AGM on Sunday, November 18, 2012. Bill highlighted the AO Cross Country Championships.

Bill also talked about the official complaints the Association has received this year and John advised that the Association will have to deal with at least one appeal with respect to a determination by the Complaints Committee.

- b. **Vice Chair** – Lisa advised that the Governance Committee needs to meet and focus on what needs to be done. The person to be hired to update governance policies has been asked to cease work until the Board can develop concrete plans for moving ahead.

ACTION: Lisa will resend 'Action Items to Carry Forward' from the last meeting to Anthony.

ACTION: Anthony will add 'action items' from each Board meeting to this list on an ongoing basis and provide it for review and updates at each Board meeting.

ACTION: Lisa has developed a Travel Policy which will standardize all travel and accommodation for staff, Board and committee members etc. Lisa sent this out earlier but it hasn't been reviewed so it needs to come forward to the next meeting.

- c. **Director of General Operations** - Leslie offered her report as it will be presented at the AGM on Sunday, November 18, 2012.
- d. **Director of Technical Development** – with the resignation of the Director of Technical Development there was no report provided at the meeting.
- e. **Director of Marketing and Membership** – Stuart's report is as per his report to the AGM on November 18, 2012.
- f. **Director of Athlete/Coach Development** - Harry's report was tabled until later in the agenda.

9. Staff Reports:

- a. **Managing Director Activity Report** – John reported on the pending law suit against the Association: we are co-defendants in a suit brought by Michael Ransky with respect to general and specific damages suffered during an AO Championship competition in 2011.

John also reported on the financial status of the 2012 Toronto International Track and Field Games and the outlook for the 2013 Games.

A report on the current Quest for Gold program advised that about 115 athletes have applied for Quest for Gold funding and that 35 of 71 nationally carded athletes are from Ontario.

John also reviewed current sponsorship and partnership efforts and updated the Directors on potential sponsors and activity to date.

- b. **Director of Technical Services Report** – activity report as presented.

Motion: That the 2013 Outdoor BMX Champs be advanced one week to July 27-28.
Smith and Stantsos **Carried**

Motion: that the winning AO Championship co-hosting bids for 2013 be adopted as determined by the Board and as attached in Appendix 'A'.
Stantsos and Ferdinand **Carried**

- c. **High Performance Coordinator Report** – as presented for the Annual General Meeting of November 18, 2012.
- d. **Para-Athletics Coordinator Report** – as per Kayla's report for the AGM on November 18, 2012. Updates include getting a list of available equipment and working on enhanced opportunities through Para-sport Ontario. Kayla will do a piece at the Super Clinic in Hamilton February 22-24, 2013 .

ACTION: Kayla will correspond with Bill to determine a date for an indoor meet at Variety Village which will provide for some inclusive events.

10. **Financial Report:** Leslie asked some questions about the budget for clarity for her presentation at the November 18, 2012 AGM.

11. **In Camera Session:** no in camera session required.

12. **AO Championships Co-Hosting Policy and Revenue Sharing Formula:** John and Stuart advised that a meeting held earlier in the morning to deal with the current co-hosting policy and revenue sharing formula had brought together advocates for change and improvement to our Championships. The meeting established the need for a standing Championships Committee which would be responsible for raising the standard of our Championships to the highest possible level.

One recommendation and two motions were proposed by consensus from that meeting:

- Recommendation: that for current Co-hosting policy remain in effect for 2013.
- **Motion:** That the fee for entries for 2013 AO Championships in all events will be increased by \$7.00 per entry.
Stephens and Smith **Carried**
Against: Stantsos
- **Motion:** that Athletics Ontario establish a standing Championships Committee to examine, review and propose changes to the current co-hosting agreement so as to improve the quality of the AO Championships in 2014 and beyond.

Smith and Ferdinand

Carried

13. **Live Results at Championships:** Athletics Ontario should endeavour to provide live results at all championships. This should be part of the Championships P&P.

ACTION: Roman to amend the P&P for Championships to make sure that live results are available at our Championship events.

14. **CSGDTP Mini Camps:** Harry advised that the two Canada Summer Games development training camps held to date were very successful. Two more camps are planned for Toronto in December.

15. **Late Entries:** Roman suggested that we consider accepting late AO registrations for entry into AO Championships but that late registrations have an increased fee associated with them.

Motion: that late AO membership registrations be accepted, at the discretion of the Director of Technical Services, for AO Championships for the regular AO membership fee plus \$50.

Ferdinand and Smith

Carried

16. **Trinidad Relay Carnival** – Ontario Team Criteria: not discussed.

17. **National Team Fees Subsidy Program** – Roman advised that the Committee charged with this determination has yet to report so no decision has been made in this regard.

ACTION: Roman will ask Sue Wise to provide a report and recommendation from the committee.

Please see Appendix 'B' for the report submitted after the end of the meeting.

18. **New Business:**

- New AC Membership database – Athletics Canada's new membership database recently opened on November 15, 2012 and plans to be "live" and available as of December 1, 2012.

ACTION: Leslie to research new membership database functionality and make recommendations.

- Office Restructuring – contracts, terms of agreements, etc. Leslie has job descriptions and contracts of some staff. She still needs some employment agreements for staff in the office.

ACTION: Leslie to meet with an HR specialist to get items in order, with the hopes that there would be no charge.

- AOOEC document – Some amendments were made at the AOOEC AGM today to reflect current procedures. The AO Board is considering an observer role to be extended to the officials.

ACTION: Peter Hocking (AOO Chair) to present a final document at the next board meeting for review and discussion.

Adjournment: 5:59 pm

Appendix 'A'

Indoor Combined Events Championships and Prep Meet #1 January 27
Toronto, Project Athletics

Indoor Prep Meet #2 February 10
Toronto, York University Track Club

Indoor Youth-Senior Championships February 16-17
Toronto, Guelph Track & Field Club

Indoor Bantam-Midget-Junior Championships March 2-3
Toronto, York University TC

Indoor Relays Championships and Field Events All-comers March 24
No bids received

10,000m Track Championships May ?
London, London Runners Distance Club

10km Road Walk Championships May-June
Toronto, Ontario Racewalkers

Outdoor Senior Combined Events May?
No bids received

Standards Meet and Age Class Combined Events Championships June 15-16
Toronto, York University Track Club

Canada Games Trials June 29-30
Windsor, University of Windsor Alumni Club

Outdoor Relays Championships Date?
Toronto, University of Toronto Track Club SEE NOTE BELOW

Outdoor Junior-Senior Championships July 20-21
Toronto, Project Athletics

Outdoor Bantam-Midget-Youth Championships July 27-28 (note date change from August 3-4)
Greater Toronto Area, Phoenix Athletics

20km Walk Championships September ?
No bids received.

Cross Country November 10
London, London-Western TFC

Note: Since being awarded the Outdoor Relay Championships the University of Toronto TC has declined to host.

Appendix 'B'

The report from Sue Wise, Chair of the Committee dealing with the National Team Fees Subsidy Program is:

The Committee was composed of Sue Wise, Andy McInnis, Tony Sharpe, David Christiane and Roman Olszewski. The meeting took place via conference call.

The Committee came to the conclusion that the formula that was initially presented by Roman was acceptable. We felt that the cheque should be sent to the club with a confirmation letter being sent to the athlete. All athletes that represented Canada should be included in the subsidy.

The program and formula for reimbursement of fees is:

AO National Team Fee Athlete Subsidization Programme - 2012

This programme has been established by Athletics Ontario for the purpose of subsidizing Ontario athletes for the National Team fee charged after they have been named to a National Team. The funding for the programme will be derived from the \$10 athlete membership surcharge on Youth, Junior and Senior membership fees that was approved at the 2011 Annual General Meeting.

Here is how the programme will operate:

1. AO membership surcharges will be collected throughout the calendar year (2012).
2. The amount in the fund in number 1 will be determined near the end of the calendar year.
3. Lists of Ontario athletes who are named to National Teams and pay the National team fee during the calendar year (2012) will be compiled. The amount paid by each athlete will be recorded.
4. Near the end of the calendar year the ratio of each athlete's fee(s) to the total amount paid in National Team fees by Ontario athletes will be calculated. The ratio is the subsidy factor.
5. Each athlete's subsidy factor will be applied against the total funds available in the fund to determine the amount of subsidy.
6. The clubs (or athletes, in case there is no club affiliation) will be issued a subsidy cheque as soon as possible near the end of the calendar year. Athletes will be notified of the amount of subsidy.
7. Clubs that contributed toward the National Team fees of their athletes will be permitted to deduct an amount proportional to their contributions. The remainder will be issued by the clubs to the athletes.

Example.

Total amount in the AO National Team Athlete Subsidization Programme: \$30,000

Total amount paid by Ontario athletes/clubs in the one year period = \$120,000

National Team fee amount paid by an Ontario athlete: \$2000

Subsidy factor = $\frac{\$ 2,000}{\$ 120,000} = 0.016667$

\$ 120,000

Subsidy = $0.16667 \times \$30,000 = \500

If the club paid 50% of the National Team fee it would be entitled to \$250, or 50%, of the subsidy.

Please note:

1. all national team athletes are supported, regardless of the type of team they were selected for
2. athletes will not be differentiated based on the quality of their results prior to selection or on results achieved at the national team event. This will allow AO to provide subsidies without negative ramifications re: NCAA eligibility rules.