



**BOARD MEETING
HELD VIA CONFERENCE CALL
TUESDAY, MARCH 24, 2015 AT 7:00 PM**

FINAL

ATTENDANCE

Board Members:

Lisa Ferdinand
Paul Osland (to 9:20 PM)
John Stevenson
David Watt
Sharon Stewart
Albert Tschirhart
Joanne Davidson

Staff:

Sue Wise
Roman Olszewski
Anthony Biggar

Regrets:

David Moncur

MINUTES

	<i>Items</i>
1.	Adoption of Agenda
	<p>Motion: To approve to remove the Audit and Risk Committee and Hall of Fame Committee (& Criteria) terms of reference; add the Quest for Gold Terms of Reference, Financial Report to Q3, and the AC 15K Championship to the agenda under New Business; and approve the agenda as amended.</p> <p>Moved: John; Seconded: Albert; Carried</p>
2.	Adoption of Minutes: January 27, 2015 Board Meeting
	<p>The minutes from the January 27, 2015 Board Meeting were approved as tabled.</p> <p>Motion: To approve the minutes of the January 27, 2015 Board Meeting.</p> <p>Moved: Dave W; Seconded: Paul; Carried</p>
3.	Carried Forward Action Items
	<p>Joanne reviewed and updated the table of carry forward action items. See updated document: <i>AO Board Carry Forward dated 24Mar2015.</i></p>

4.	Chair's Report
	<p>a) Board Business Conducted since the 27-Jan-2015 Board Meeting and hereby entered into the official minutes:</p> <p>i. <u>February 10, 2015</u> (Special Board Meeting) The Board met to consider an AC Road Running Partnership proposal made to AO on January 27, 2015. The partnership would look to enhance the level of service offered by Athletics Ontario to the road running community. The Board agreed 'in principle', via informal consensus, to AC's proposal but wanted to address several concerns.</p> <p>Motion: To hold off on any agreement with Athletics Canada subject to an AO review of road running in the Province of Ontario.</p> <p>Moved: John; Seconded: Dave W; Carried</p> <p>ii. <u>February 28, 2015</u> (Special Board Meeting) The 2015AO Outdoor Championship meet(s) pose many challenges for the association with several unknowns. The Board reached a consensus on the BMY meet in St. Catherines (which did not exist prior), to ensure that the meet and its extensions (the AO Jr./Sr. Combined Events and the Canadian Masters meets), not only occur on the same weekend but are successful on many fronts. There are still several areas to be clarified (i.e., schedules, agreements, officials, volunteers, etc.) and the HOC are working with Staff to finalize these areas.</p> <p>b) Chair Report - due to time constraints Lisa to distribute the minutes from last two AC Branch Presidents meetings to the Board for their information.</p>
5.	Committee Reports
	<p>a) Competitions Committee - 5 new individuals have applied to join committee, with regional representation. All have been contacted. Approval of committee members to be done via email once the last bio is received and distributed to the Board. The Committee will look to hold a joint meeting with Technical committee prior to the May 23, 2015 Board meeting -- in person or via conference call.</p> <p>b) Governance Committee - No update available. A meeting is scheduled next week to revise this year's work plan and address known issue with By-laws</p> <p>c) Human Resources Committee - The Committee met to review staff transitioning; the Executive Director Search -- 32 applications received and reviewed, 6 strong candidates were shortlisted and 5 interviews to date. The second interviews to take place in the coming weeks. A recommendation will be provided to the Board for approval once the process has been completed.</p> <p>d) Programs and Services Committee - Anthony to join the Committee as the Staff liaison. First meeting of the year to be held tomorrow.</p> <p>e) Technical Committee - the Committee currently being finalized. Minutes from previous Technical Committee Meetings have been packaged and distributed to Technical committee members. A grid is being developed that categorizes what has been approved, what needs to be reviewed and approved, and which items are new or still to be addressed.</p>

6.	Staff Activity Reports
	<p>a) Executive Director (Acting) – Sue Wise provided the following report:</p> <ol style="list-style-type: none"> i. <u>Quest for Gold</u> – Recipients posted on website. There were five (5) appeals to the Ministry; four (4) upheld; one (1) reversed. ii. <u>OHPSI</u> – AO has been reclassified from a Tier 2 to a Tier 4 sport, resulting in less funding to the association. There is a meeting scheduled with Own the Podium which may impact the AO High Performance position. iii. <u>Next Generation</u> - There is new funding from AC which AO may be able to apply for to offset the reduction by OHPSI. iv. <u>AO Office Assistant</u> - There were 43 applicants and 9 candidates were interviewed. The new AO Office Assistant will start work on April 7. v. <u>Adopt an Athlete</u> - Program is up and running this year and going well. vi. <u>AO Awards & Hall of Fame Banquet</u> – September 26, 2015. Booked vii. <u>Sport Priority Funding</u> - Status Quo for this year; funding remaining same as last year. viii. <u>AO Office Space</u> - Rent increase will be effective April 1 2015. <p>b) Manager, Competitions, Technical, & Logistics Roman provided his report. See documents entitled <i>Staff Activities report January 1 to March 20, 2015 Roman.docx</i> Action - Dave and Roman to meet to decide if National Team Fee should be paid for 2014. Roman to confirm with AC if there were team fees in 2014.</p>
7.	Policies & Procedures 2015 Amendment
	<p>The P & P document was distributed by Roman. The Technical Committee will identify areas that require further clarification and recommend approval to the Board and further actions required.</p> <p>Action: The Technical Committee to review and provide comments ASAP -- Albert to collect comments. Target Easter Monday for completion and recommend for approval.</p>
8.	AO Athlete Transfer Policy Amendment
	<p>There was a discussion related to policy amendments to prevent club officials from approaching athlete or parents. The Policy potentially needs a timeline to prevent athletes from transferring between a club and then back again to the original club in the same year.</p> <p>Action: Sue, Roman, John, and Paul to meet to discuss and agree prior to recommending amendments for Board approval.</p>
9.	Run, Jump, Throw, Wheel Proposal
	<p>A proposal to establish a RJTW program in Ontario was presented to the Board. See documented entitled <i>Athletics Ontario Run Jump Throw Wheel Proposal 10Mar15.docx</i></p> <p>Motion: To approve the amended RJTW proposal hire a Co-ordinator for an initial 2 year period.</p> <p>Moved: Sharon; Seconded: John; Carried</p>

Note:

The Board suspended the meeting at 9:55 pm and agreed to reconvene within 2 weeks.

Action: Joanne to send out Doodle Poll to solicit participant’s availability.

**MEETING RECONVENED
APRIL 7, 2015 AT 8:00 PM**

ATTENDANCE: John Stevenson, David Watt, Sharon Stewart, Albert Tschirhart, Lisa Ferdinand, Sue Wise, and Anthony Biggar

REGRETS: Paul Osland, Joanne Davidson, David Moncur, and Roman Olszewski

10.	High Performance and Quest for Gold Programs
	<p>c) High Performance Committee - Terms of Reference pending; the High Performance job description remains the same for the next six months.</p> <p>d) Quest for Gold – Selection Criteria to be updated and presented for approval at the May BOD meeting.</p>
11.	New Business
	<ul style="list-style-type: none"> • Final Report to Q3 : <ol style="list-style-type: none"> 1) Dave remarked that AO will likely finish off the year on a positive note. 2) Support money to be provided to the AO athletes on the self funded Canadian cross country team. Athletes to be notified. 3) The costs for Marketing Communication review have been booked in the last fiscal year. <p><u>Action:</u> Sue to meet with OFSSA to discuss room credits -- available to end of August 2015. Potentially look to put out to membership, Pan Am Field Hockey and Archery associations.</p> • AC 15K Championship - The proposed 15K Championship was voted down at the AC Branch Presidents Meeting on March 27, 2015. In doing so, there was quite a bit of discussion regarding the substantial funding lost as a result of the decision. • Policy & Procedures Document - The target revision dates were completed by April 2nd. <p><u>Action:</u> Roman’s to provide comments before document is forwarded to the Board for approval via e-mail.</p> <ul style="list-style-type: none"> • Sport Alliance of Ontario (SAO) - The Board was informed that the SAO Board of Directors has resigned and declared bankruptcy; this will have implications on all the sports in the building. The various sport associations in the building have organized a Steering Committee to act as a central voice to the Ministry and building management on this matter.

12.	<p>In-Camera</p> <p>Motion: to include up to two directors on Board committees, including the Committee Chair. Where there are insufficient Committee participants, and after proper notice to the AO membership, additional Board members may participate on the Committee.</p> <p>Moved: Lisa; Seconded: John; Carried</p> <p>Action: The Governance Committee to revise the Governance Policy to reflect this amend.</p>
13.	<p>Adjourn</p>
	<p>Motion - To adjourn the meeting</p> <p>Moved: John; Second: Sharon; Carried</p>

Lisa Ferdinand
Lisa Ferdinand, Chair

May 23, 2015
Date

Sue Wise
Sue Wise, Interim Executive Director

May 23, 2015
Date

