



## Annual General Meeting of Athletics Ontario

Sunday, November 12, 2016

Firemens Park

2275 Dorchester Rd, Niagara Falls, ON

L2E 6S4

### MINUTES

#### 1. Call to Order and Welcome – 2:03 p.m.

The Chair, Lisa Ferdinand, welcomed the attending members and introduced Senior Staff member (Anthony Biggar) to list the clubs present and introduce the parliamentary and voting procedure.

#### 2. Parliamentary Procedures and Voting Review

Senior Staff (Anthony Biggar) announced the list of Clubs present:

- Brampton Track Club Inc.
- Bullets TC
- Central Toronto Athletic Club
- Durham Dragons Track Club
- Etobicoke Track & Field Club
- Flying Angels Academy
- Hamilton Elite AC
- Lions Valley Athletics
- London Western TFC
- Newmarket Huskies Track Club
- Niagara Olympic Club
- Ontario Masters Association
- Ontario Officials
- St Thomas Legion Track & Field Club
- Toronto Olympic Club
- University of Toronto TC
- York University Track & Field Club

He then announced voting powers of the members present at the meeting:

*There are **138** available votes at this Annual General Meeting, with **28** votes constituting a Quorum (20% of total number of clubs). We have **29** votes present and therefore have a Quorum.*

Subsequent to establishing a quorum, the Durham Dragons Track Club joined the meeting, which increased the number of votes present to **32**.

Anthony outlined the voting procedures regarding motions and the election of members to the Board of Directors. He then advised that Roman Olszewski, Sharon Stewart, and Frank Bucca would act as scrutineers for the meeting, if votes went to a ballot election.

He noted that, with 29 votes available to be cast at the meeting, a quorum was present and the Association was able to conduct business.

Votes:

Anthony advised that the election of Directors to the Board would be handled by the Nominations Committee Chair, who will present the slate of candidates for election.

Notice of Meeting:

Further, he asked for the membership to waive the reading of the Notice of the 2016 Annual General Meeting. Approval was granted.

He then announced that the 2016 Annual General Meeting of Athletics Ontario to be duly constituted.

### **3. Introductions**

The Chair introduced the members of the Board and staff and noted that Board members, Joanne Davidson, Dean Hustwick, and John Stevenson were not able to be present.

Directors:

- Lisa Ferdinand - Chair
- Paul Osland – Vice Chair
- Murray Haines, Treasurer
- Anna Ciesielski
- Erik Wachman
- Nicole Clarke

Staff:

- Anthony Biggar, Manager, Member Services, Programs & Development
- Randolph Fajardo, Manager, Competitions, Technical Specifications & Logistics
- Mehrunnisa Kharodia, Office Assistant
- Brittany Durdin, Media and Communication Lead
- Kyle Smith, Coach & Athlete Development
- Sheryl Paterson, Road Running Coordinator

Moment of Silence:

The Chair called for a Moment of Silence for all those who had passed in the preceding year.

Appointment of Recording Secretary:

The Chair gave notice to the appointment of the Recording Secretary (Mehrunnisa Kharodia) as approved by the Board on November 10, 2016.

### **4. Approval of Agenda**

**Motion:** to approve the agenda as presented.

**Ontario Masters and St. Thomas Legion**

**Carried**

## 5. Approval of Minutes of the 2015 AGM

**Motion:** to approve the minutes of the 2015 Annual General Meeting of Athletics Ontario.

Ontario Officials and Newmarket Huskies

Carried

## 6. Business Arising from the Minutes of the 2015 AGM

The rule change that is being brought to the Board from the Technical Committee for the 2017 Cross Country Championships team scoring is: one team per club per event and age group. Teams can consist of a maximum of six (6) athletes, with the top four (4) from each team able to score, the next two (2) athletes will be displacers, clubs must declare team members for each category.

## 7. Ratification of Business Conducted by the AO Board of Directors in 2015/2016

**Motion:** to ratify the business conducted by the AO Board of Directors in 2015/2016.

Ontario Masters and Hamilton Elite Athletic Club

Carried

## 8. Reports

Board Reports:

- a) **Board of Directors and Executive Committee Report:** The Chair, Lisa Ferdinand, explained the Board's Executive Committee and spoke briefly on the business conducted by the Board over the year. She highlighted the changes that AO has gone through in the past twelve months and mentioned that the Association is still on track to fulfilling its current strategic goals.
- b) **Governance Committee Report:** Vice Chair, Paul Osland, outlined the role of the Governance Committee and noted that there were no special items which came up in 2015/2016.
- c) **Finance Committee Report:** AO'S Treasurer and Chair of the Finance Committee, Murray Haines, commented that the organization's financials were spread over many different programs and activities. He also mentioned AO's new bookkeeping arrangements with Variety Village and continued efforts to transition the Association to online banking. Lastly, he commented that the Finance Committee spent a considerable amount of time in 2016 developing the 2017-2018 budget, which will be presented later in the meeting.
- d) **Human Resources Committee Report:** Co-Chair, Erik Wachman, reported that the HR Committee had three main goals: hiring a new Executive Director, updating the HR Policy, and create a performance management system for employees. He noted that the committee is currently still interviewing candidates for the Executive Director position having pared down the applicants to the final three.
- e) **Risk Management Committee Report:** the Committee Chair, Ania Ciesielski, noted that the previous chair step down from the Board and Risk Committee. She spoke on the committee's activities over the year, including changes to the coaching policy and the complaint process. She went on to add that AO has appointed an independent Harassment Officer to act as a neutral third party to report harassment matters. Ania also noted that AO is currently dealing with three lawsuits.

- f) **Quest for Gold Committee:** Committee Chair, Nicole Clarke, provided an update on the Quest for Gold program. The Ministry of Tourism, Sport, and Culture was delayed in releasing its updated criteria, but the document has been approved by all parties required and has been posted. The application for the 2017 Quest for Gold program is due on December 16, 2016.

Staff Reports:

g) **Notes from the Office:**

1. *Head Office* - AO moved its head office from the Concorde Gate offices to Variety Village Facility in Scarborough, at the end of June.
  2. *Staff Resources* -
    - Wendy Lee, Bookkeeper and Sue Wise, High Performance Manager retired in 2016
    - AO has sourced part-time bookkeeping services from Variety Village
    - The High-Performance Manager role was split into two positions: Coach and Athlete Development Coordinator and Ontario Next Gen Manager. The Next Gen Manager role is shared with AC, CSIO, and OTP.
    - Kyle Smith was hired as the Coach and Athlete Development Coordinator and Sheryl Preston was hired on a part-time contract as the Road Running Coordinator
    - Brittany Durdin joined AO as the Media and Communications Lead
    - The Run Jump Throw Wheel Coordinator (Jim Catton), initially shared with Athletics Canada, was taken over by Athletics Canada and became the AC Run Jump Throw Wheel Coordinator within Ontario.
  3. *Pan Am Legacy Equipment* - Athletics Canada was responsible for equipment after the Games. Most of the equipment from the Games is being used at the Toronto Track and Field Centre. AO did acquire some implements, which are available for rent to the membership.
  4. *Programs* -
    - The Athletics Ontario volunteer program was established in 2016
    - \$225 000 has been secured from CSIO for AO athletes in the OHPSI program
    - The AO Connect calls, monthly calls between AO and clubs was started
    - Para integration for championships is a priority as AO is working to build para events into championships. This includes working with Para Sport Ontario, Blind Sport Ontario, Ontario Wheelchair Sport Association, and Special Olympics Ontario.
    - The Brand Ambassador Program was created to promote AO and its programs to a wider audience
    - The AO Internship Program continues to provide AO with great support throughout the year
    - A Toolbox tab was added to the website for resources that members might find useful
- h) **Competitions Committee Report:** Committee Member, Randolph Fajardo, highlighted the committees' work in 2016 that included the restructuring and enhancement to Championship events, provided the 2017 fixtures list and reviewed the changes to the Competition Policy and Procedures document. Topics to be reviewed in the coming year includes: the sanction application and hosting application, and the rubric for selecting hosts.

- i) **Programs and Services Committee:** Committee Member, Anthony Biggar, commented that the committee analyzed the membership structure and pricing model, programming options for younger members, and applying to participate at the Ontario Summer Games, which will take place in 2018, London, ON. The committee also reviewed expanding the Road Running program and establishing partnerships with external groups to expand current programming.
- j) **Technical Committee Report:** Committee Member, Randolph Fajardo, said that they are working to implementing equalized distances for Cross Country over the next two years.

The Committee reviewed the race walking penalty box, which the IAAF is implemented. The committee does not have a recommendation for the use of penalty boxes in Race Walking in Ontario, at this time.

AO will now be offering 400mH for Youth athletes, but will continue to offer the 300mH for Youths to ensure that those who are not ready to race the longer distance are still able to participate.

The Bantam age category does not have a race between 150m and 800m for either indoor or outdoor events. The Technical Committee has put forward a recommendation to the Board to offer a 300m race at both the Indoor and Outdoor Championships.

**Question:** Rene Van Andel, AO Officials asked why equal distances would take two years and would not be implemented in 2017?

**Answer:** Immediate implementation would increase the distances by a large amount and could discourage participation when females switch age categories.

- k) **Manager, Member Services, Programs & Development Report** - Anthony Biggar provided a brief overview of his work.

**Question:** Kevin Smith of Lions Valley asked about the cost of membership, and wanted clarification on why the cost of junior and senior memberships were much higher than other categories, especially considering older athletes would be paying their own fees with a lower income compared to parents of younger athletes.

**Answer:** Anthony clarified that prices are based on historical access to National Championships and more programs offered to older athletes.

- l) **Manager, Competitions, Technical Specifications & Logistics Report** - Roman Olszewski and Randolph Fajardo asked if there were any questions in relation to this report.

**Question:** Lisa Ferdinand inquired about the selection and announcement of the 2017 Championships.

**Answer:** The bids for the 2017 Championship season were being reviewed by the Bid Committee and selections would be submitted to the Board by November 18, 2016 for approval.

**Question:** Hamilton Elite Athletics Club wanted to know if AO would still offer the 400mH for Youth athletes and if there is any value in offering the event as the IAAF is eliminating the World Youth Championships.

**Answer:** Harry Stantos, Technical Committee Member said that AO would wait to hear from Athletics Canada on their direction regarding this matter.

- m) **Coach and Athlete Development Coordinator Report** - Kyle Smith provided an overview of his work and took questions.

**Question:** Harry Stantos, St. Thomas Legion, wanted to know what is the communication with school boards and AO regarding requirements and offerings?

**Answer:** AO is reaching out to boards, schools, and teachers across the province to disseminate information as there are many teachers who are unaware of the new OPHEA requirements.

- n) **Media and Communication Lead Report** - Brittany Durdin provided an overview of the new communications initiatives that have been implemented in the past year including: News from Around the Track, bi weekly coaching updates, and the Brand Ambassador program.

- o) **Road Running Coordinator Report** - Sheryl Preston provided a brief overview her report.

Other Reports:

- p) **Ontario Masters Report** - OMA President Doug Smith reported that they had the highest number of members to date for the OMA as well as entries at championships. He added that OMA put in a bid for the World Masters Games in 2020, then travelled to the world assembly in Perth, Australia in October 2016 for the selection. The OMA won bid to host the games.

- q) **Athletics Ontario Officials:** Rene VanAndel asked if there were any questions on the Technical Officials report. He also noted that the Ontario Officials AGM is being held on November 19, 2016 at Variety Village.

**Motion:** to accept the reports as presented.

**Ontario Masters and Ontario Officials**

**Carried**

**9. Treasurer's Report, Budget Review and Appointment of Auditors:**

- a) Report of the Auditor

AO's Treasurer, Murray Haines, reviewed the financial statements for 2015/2016. He explained that the loss for the year and compared it to the profit of the previous year. Revenues increased due to higher government grants and higher registration rates, but expenses were higher due to program management costs. Losses for the year were not as great as anticipated due to stronger programs.

**Question:** Sharon Stewart of the Niagara Olympic Club asked why there was a separate line for the officials meet travel costs, when these amounts are captured in the competitions budget. She also inquired why the travel expenditures for officials' travel was listed at \$0 for 2015.

**Answer:** Lisa indicated that she would need to review the general ledger in order to provide an answer and would follow up with Sharon directly.

**Question:** Jim Catton of the Brampton Bullets inquired on the large increase in salaries between 2015 and 2016.

**Answer:** Salary increases were a direct result of new hires for the Association.

Randolph was asked to make the championship financials available to the membership.

**Motion:** to adopt of the audited financial statements for April 1, 2015 - March 31, 2016:

**Ontario Officials and Ontario Masters **Carried****

b) Approval of Budget for 2016-2017

Murray reviewed and explained the Proposed Budget for 2018 – 2019 along with a review of 2016 Actuals and the projections for the current fiscal year 2017-2018.

**Motion:** to accept the budget for 2018-2019:

**Murray Haines and York University Track Club **Carried****

c) Appointment of Auditor

Murray recommended that Thompson Turnbull be reappointed as AO's auditors.

**Motion:** that Thompson Turnbull be appointed auditors for 2017-2018.

**St. Thomas Legion and York University **Carried****

## 10. Motions

No motions were put forward for 2016.

## 11. Elections of Directors

Ania Ciesielski advised which Director's terms were up for re-election. She reviewed the process under the AO Bylaws through which our elections take place. She noted that the Slate was provided to the Board for information only on November 10, 2016.

Ania advised that Joanne Davidson and Paul Osland would not be seeking another term on the Board. She also added that Dan Fiorini had stepped down from the Board earlier in the year due to personal reasons.

Ania commented that there were 10 applications for this year's nominations process. For transparency and non-bias, Ian Anderson assisted with the nominations review and selections process. She then presented the Board slate for 2017 and asked each nominee to provide a brief overview of their experience.

Board Slate presented:

- Chadi Azzi
- Sarah Boyle

- Nicole Clarke
- Murray Haines
- Dean Hustwick

**Motion:** to accept the slate as presented.

**St. Thomas Legion and Brampton Track Club**

**Carried**

## **12. New Business**

No new business.

The Chair acknowledged the contributions of Paul Osland and Joanne Davidson, who are stepping down from the Board and thanked them for their service to the Association.

She also commented that the membership needs to consider moving the AGM to a date between April and July, in order to better align with the AO fiscal year.

## **13. Adjournment – 4:16**

**Motion:** to adjourn the 2016 AGM.

**Toronto Olympic and Hamilton Elite AC**

**Carried**