

MBTSA Board of Directors Meeting

Meeting Date	Location	Time
October 19, 2025	Sport Manitoba	10:00 a.m. to 1:00 p.m.
Meeting Called by	Invited	Absent
Trina Cimino	Trina Cimino, Edie Parisian, Kristin Macaraeg, Meghan Stanger, Marie Speare, Jen Atkinson, Sarah Cimino, Laura Tymchyshyn, Linda Boyd, Patti Sabeski, Jane Golovenko, Viktoria Golovenko, Sonya Bernhardt	

Meeting Minutes

Present in-person: Trina Cimino, Edie Parisian, Marie Speare, Meghan Stanger, Sarah Cimino, Patti Sabeski, Jen Atkinson, Linda Boyd, Jane Golovenko

Present online: Kristin Macaraeg.

Excuses: Laura Tymchyshyn, Viktoriia Golovenko, Sonya Bernhardt

Meeting called to order at 10:13am

1. Trina opened with the following acknowledgement: We uplift, honor, and speak the traditional names of the land and people to remind this community and all other visitors, that these peoples did, and do still exist. Without their committed stewardship, we would not be enjoying this place today.
2. **Motion to adopt October 19, 2025 Meeting Agenda.** Meghan motioned to adopt October 19, 2025 Meeting Agenda. Seconded by Linda. All in favour. **Motion carried.**
3. **Motion to accept September 21, 2025 Meeting Minutes.** Edie motioned to accept September 21, 2025 Meeting Minutes with spelling corrections. Meghan seconded. All in favour. **Motion carried.**

Position Reports:

4. ROUND TABLE
 - a. Chair. Agenda, Minutes, Early Registration Form for the AGM has been sent by Patti. Will have QR code and no printed agenda.
 - b. Vice Chair. Post Mortems are completed and posted in Dropbox. Teddy Bear Picnic – 3 clubs participated; 5 athletes from WTT, Aerial 3 athletes from Aerial, 2 athletes from Legacy club. 6 Routines presented, approximately 300 children in the crowd. Kristin proposed for the next year to try performing closer to lunch time for better exposure.
 - c. Past Chair. No formal report.

- d. Technical Chair. Working on Winter Classic competition. Will submit sanctions soon. Working on the brochure – adding late fees, adding additional sections, working on wording. Fees will be kept at the same level as last year: gym fees \$12 for individual athletes, \$18 for a family. Keeping registration fees at the same level as last year: pre-competitive athletes \$8, open events \$16. High performance declarations are due by the end of October 2025. Meghan is sending out emails after declarations are received to those athletes who qualify. Events and gym schedules are posted in the funding handbook on the MBTSA website. Post-mortems are uploaded in drop-box now.
- e. Assistant Technical Chair. Badge workshop is proposed to take place around Unicity or Winter classic competition. Sarah will email a survey to clubs to assess interest. Working on uploading the Pre-competitive challenge post-mortem in the next few days.
- f. Judges Rep. Sent out emails to some judges, no replies yet. Confirmed with the board that will need 1 judge for Winter Classic competition; was unable to get a local judge, will reach out to some judges from out of province.
- g. Coaches Rep. Studio day – we are not invited, will try again next year. Board suggested for Coaches Rep to put together choreography with baton and show the athletes and coaches how it'd look like to help promote the idea.
- h. Membership Rep. Merge mail – worked fine, much better than sending emails manually. Patti advised the board that memberships have to be sent out to CBTF as a batch, cannot add or remove individual memberships.
- i. Fundraising Rep. Chair announced that fundraising Rep resigned from the position effective September 19, 2025. Position will be up for election at AGM effective November 1, 2025.
- j. Publicity Rep. Not present.
- k. Sanctions. Parade sanctions submitted, confirmation not received yet, Trina will work on it today. Limit of attendants is 40 participants and more participants cannot be added as per Parade rules.
- l. Treasurer. Reminder the board to send her any outstanding expense reports before October 31, 2025 for the current fiscal year. Cheques for membership refund for board members have been issued.
- m. Athlete's Rep –working on getting the trophies for the AGM. Jen will get one from Gabriele by AGM. Laura confirmed will bring her trophy. Viktoriia has already received the trophies from Danika and Julie; is in contact with Kaitlin and Emma.

Old Business:

- 5. Policy review.

Section C – Funding for Travel.

Motion to accept change to Section C – Funding for Travel. Patti motioned to accept changes to Section C – Funding for Travel as follows:

Section C. FUNDING FOR TRAVEL Current - 5. CANADIAN TEAM TRIALS AND 6. NATIONS CUP QUALIFIER 1. MBTSA will cover ground transportation for the Team Contingent attending Canadian Team Trials including travel between the hotel and the gym for practice and competition days, and for travel between the airport and hotel on arrival and departure days per amount in yearly budget. 2. The maximum funding per athlete and per coach will be \$200 for travel and \$175 for hotel accommodation. 3. We have run into issues the past few years with budgeting this item and explaining what ground transportation is allowed as the policy does not specify or list an amount. We have made one time motions for this expense at \$50 per person for the past few years. PROPOSED: Propose removing the reference to the ground transportation for travel between airport, hotel and gym and adding \$25 to the travel and \$25 to the hotel accommodation maximum funding. Maximum funding will be \$225 for Travel (ground and air) and \$200 for accommodation (hotel or dorm) per athlete and declared coach.

Meghan seconded. All in favour. **Motion carried.**

Section: Athlete Development Grant.

Motion to accept change to Section – Athlete Development Grant. Patti motioned to accept changes to Section C – Funding for Travel as follows:

- 1. HIGH PERFORMANCE CHOREOGRAPHY GRANT – FREESTYLE 1. b. Eligibility requirements for this grant PROPOSED – ADD: viii Athlete must complete their SDP Gold Pin as required by CBTF.*

Motion seconded by Linda. All in favour. **Motion carried.**

3.DEVELOPMENTAL CLINIC GRANT – LEVEL C AND BN SOLO ATHLETES

Edie proposed the following change to the policy **3.DEVELOPMENTAL CLINIC GRANT – LEVEL C AND BN SOLO ATHLETES PROPOSED – Remove both of these grants as they are complicated and are no longer relevant. These grants have not been accessed in over a decade for sure. There is no budget allocated to these grants for the upcoming year. Other options for clinics are available and provided by MBTSA, and other grants are available through Sport Manitoba. Discussion – we have had requests for these application forms for the coming season. We do not have anything budgeted for this. If we remove them, we face criticism for the timing. If we keep them, we can deny the request due to lack of budget.**

No motion to accept the proposed change for this year. Edie will make a general statement at the AGM that in future there will be changes in funding and eligibility.

6.SCHOLARSHIPS CURRENT: 1. Scholarships will be awarded to the following Provincial Team Trial winners, to be used for coaching fees or gym rentals in preparation for the Canadian Championships. a. Level A Freestyle Athletes • 1st Place \$150.00 • 2nd Place \$125.00 • 3rd Place \$100.00 • 4th Place \$ 75.00 • 5th Place \$ 50.00 b. Level A Pairs • 1st Place \$160.00 / pair • 2nd Place \$130.00 / pair • 3rd Place \$110.00 / pair • 4th Place \$ 80.00 / pair • 5th Place \$ 60.00 / pair c. Level B Freestyle Athletes • 1st Place \$80.00 • 2nd Place \$70.00 • 3rd Place \$60.00 • 4th Place \$50.00 • 5th Place \$40.00 d. Level B Pairs • 1st Place \$80.00 / pair • 2nd Place \$70.00 / pair • 3rd Place \$60.00 / pair • 4th Place \$50.00 / pair • 5th Place \$40.00 / pair f. MBTSA will strive to have the scholarships cheques prepared and distributed after submission of the Canadian entry forms.

Rationale for the proposed change: these athletes will compete at Canadians, there is no level B at Canadians.

Motion to accept the change to SECTION 6 – SCHOLARSHIPS. Meghan motioned to accept the following change as proposed: *recommend changing amounts for A and B- Change to same amount for all divisions and adding confirmation of Canadians entry is required* 1. Scholarships will be awarded to the following Provincial Team Trial winners, to be used for coaching fees or gym rentals in preparation for the Canadian Championships. Confirmation of Canadians entry is required to receive the scholarship. Freestyle (all divisions) • 1st Place \$110.00 • 2nd Place \$100.00 • 3rd Place \$ 90.00 • 4th Place \$ 80.00 • 5th Place \$ 70.00 Pairs (all divisions) • 1st Place \$110.00 / pair or \$55/athlete • 2nd Place \$100.00 / pair or \$50/athlete • 3rd Place \$ 90.00 / pair or \$45/athlete • 4th Place \$ 80.00 / pair or \$40/athlete • 5th Place \$ 70.00 / pair or \$35/athlete e. MBTSA will strive to have the scholarships cheques prepared and distributed after submission of the Canadian entry forms Scholarships will be paid after confirmation of Canadian entry is provided to the board.

Patti seconded the motion. All in favour. **Motion carried.**

Rationale for the proposed change: CBTF charges the same fee for freestyle A and B.

Section K. Badge Testing Current: 1. MBTSA will pay a Badge Adjudicator the current hourly rate, as determined by CBTF. 2. MBTSA will fund 100% of the cost of White ribbons, 50% of the cost of the yellow and orange badges. 3. MBTSA will pay a Badge Instructor according to the Coaching Rates for Local Manitoba Coaches rate scale in Financial Section J.

Motion to change Section K – Badge Testing. Patti motioned to accept the following change to SECTION K – BADGE TESTING as proposed: *Change budget reference to White Ribbon - Orange Badge and Red Badge to Maple Leaf pin . Add "at all MBTSA organized badge testing" in #1. and #3* 1. MBTSA will pay a Badge Adjudicator at all MBTSA organized badge testing the current hourly rate, as determined by CBTF. 2. MBTSA will fund 100% of the cost of Active Start White and Red ribbons, 50% of the cost of the Yellow and Orange Badges. All other badge costs are covered entirely by the athlete. 3. MBTSA will pay a Badge Instructor at all MBTSA organized badge workshops according to the Coaching Rates for Local Manitoba Coaches rate scale in Financial Section J.

Linda seconded the motion. All in favour. Motion approved

Section U. Screening Policy . *CURRENT: 5. Screening Committee – includes Vice Chair, Technical Chair and Secretary Proposed – replace Secretary with Membership Registrar Rationale – membership is tied to screening and having the Membership Registrar as a member of the screening committee will remove any conflicts going outside the committee for decisions or information.*

Motion voted by the board previously, change reflects that motion.

CURRENT: The Screening Committee may, where appropriate, draw an adverse inference from an individual's failure to provide information or answer queries. 32. An individual who refuses or fails to provide the necessary screening documents will be ineligible to volunteer or apply for the role sought. The individual will be informed that their application and/or position will not proceed until such time as the screening documents are submitted. Although these two statements in the current policy give the screening committee leeway for non compliance with the screening requirement, it is proposed that we insert more specific language to identify consequences.

Motion to accept the change to Section U. Screening Policy. Linda motioned to accept the following change to Section U. Screening Policy as proposed: *32. An individual who refuses or fails to provide the necessary screening documents will be ineligible to volunteer or apply for the role sought including coaching and officiating. The individual will be informed that their membership application and/or position will not proceed until such time as the screening documents are submitted and satisfactory screening is complete. Any late fees associated with late membership renewal will be the responsibility of the individual. eg. A coach who does not provide the necessary screening documentation will not be able to renew their T1 membership and will be ineligible to coach in Manitoba. A board member who does not provide the necessary screening documentation will be ineligible to serve in their position on the board.*

Sarah seconded the motion. All in favour. **Motion carried.**

NEW POLICY PROPOSAL - Safe Sport at coach.ca – *CBTF requirement with Coaching Canada. Add the same requirements and consequences as the Respect in Sport policy Section Q*

Patti motioned to make to add additional wording to Section Q to reflect and clarify the same proposed consequences as in the screening policy – no membership renewal.

Linda seconded the motion. All in favour. **Motion carried.**

Motion to update policies to relevel language: *Currently policies reference to Twitter and other social media.*

Patti motioned to update policies to relevel language as proposed: define and list social media at the beginning of policy/guidelines. Linda seconded. All in favour. **Motion carried.**

Edie will update policies with the approved amendments. The board will inform at AGM about these changes.

6. Strategic Planning Session – Date will be reviewed once the new board is elected.
7. Bid for Hosting Canadians – waiting to hear if U of M is available.
8. Fall Project – Clean up Dropbox.
9. Google Calendar – Trina – Still working on it
10. Merchandise – for Board Members (November 2025)

11. Athlete's Banquet – duties assigned as follows:

Catering – Meghan

Decorating – Sarah

Certificates – Kristin

MC the event – Sarah

Make a little gift for athletes/coaches at the door – Vika will make gifts, Sarah will distribute.

Vika to get trophies from last year's winners

Sarah to organize activities for the evening

ALL BOARD MEMBERS SHOULD TRY TO ATTEND PLEASE

Do we give Joyce a free ticket again this year – Trina to send invite

High point letters – Patti

New Business:

12. Formal Complaint – Email sent to Yonatan – He is to meet with Joanne Moser to discuss the complaint, once meeting done with Joanne, a date will be confirmed for mediation meeting, Mediator has been hired (Barry Effler) – as per Joanne's request.
13. Susan Wingert has resigned from her position effective September 19, 2025. Her position has been added to the AGM Agenda.
14. Policy Updates

Next Meeting: Tuesday, November 18, 2025

Adjourned: 11:56am.