

## MBTSA Board of Directors Meeting

Meeting Date	Location	Time
January 5, 2025	Sport Manitoba, 145 Pacific Ave Winnipeg, MB	10:00 a.m. to 12:00 p.m.

**Meeting called to order** by Trina Cimino at 10:07am

**Present in person:** Trina Cimino, Patti Sabeski, Sarah Cimino, Meghan Stanger, Viktoriia Golovenko, Jane Golovenko, Linda Boyd, Jen Atkinson, Marie Speare.

**Present online (Zoom):** Sonya Bernhardt, Susan Wingert, Laura Tymchyshyn, Kristin Macaraeg, Edie Parisian

1. Trina Cimino started the meeting with land acknowledgement.
2. **January Meeting Agenda Adoption.** Patty motioned to adopt Agenda. Meghan Seconded the motion. All members in favour. **Motion carried.**
3. **December Meeting Minutes Acceptance.** Linda motioned to accept the minutes with name spelling corrections. Seconded by Sarah. All members in favour. **Motion carried.**
4. **November Meeting Minutes Acceptance.** Linda motioned to accept the minutes. Patti seconded. All members in favour. **Motion carried.**

### 5. Position Reports:

#### Round Table.

- a. **Chair.** Trina is working on the calendar.
- b. **Vice Chair.** Kristin raised the question of applying for provincial and federal grants for the 2026 -2027 Canadian Championship. The board will discuss the matter at the February meeting, this item will be added to the February Agenda.
- c. **Past Chair.** Edie has booked the flight for LeeAnn Wilson, the judge at the Winter Classic competition. LeeAnn arrives on Friday, January 10 at 10:15am and departs on Saturday January 11 at 7:05pm. Linda is looking after the hotel accommodation and meals for the judge.
- d. **Technical Chair.** Meghan is Working on the Winter Classic, door open and set up starts at 9:00am. Kristin will bring the backdrop. Confirmed with Meghan and Tina that club names should be in set system but will be removed from anywhere the judges could see it. QR codes and schedules are printed off and ready to be posted. Meghan will send out the diagram for table setting to make the setting process faster. Tania will bring the table skirts. Jane will take care of storage and bringing the skirts to all competitions going forward.
- e. **Technical Vice Chair.** Sarah has sent a message to all technical members to start working on pre-competitive challenge. The exact date to be confirmed, tentatively April 6<sup>th</sup> or 27<sup>th</sup>.
- f. **Judges Rep.** Linda is contacting LeeAnn regarding her availability for the February 8 competition. Has no judges confirmed yet for provincials. Trying to

book Wendy and also needs to find a second judge. Meghan offered to reach out to Leisha to see if she could help judging the Unicity competition. Linda reached out to new judges that we haven't previously contacted for any of our competitions in the past, many of them declined. Linda cannot access judges' information on CBTF website, has issues with the login. Meghan suggested to contact Jeff from CBTF for help to resolve the issue.

Linda confirmed that a hotel room at Travelodge was booked for the Winter Classic judge.

Linda suggested to have Winter Classic closer to the end of January in the future.

- g. **Coaches Rep.** Laura reached out to Danah about coaching course, aiming for end of February, will confirm the date once knows Danah's availability. Laura will reach out to those interested in the course and figure out if we have the minimum number required to proceed with the course.
- h. **Membership Rep.** Patti has submitted everything to the CBTF. They tend to delay their response, but everything is complete on Patti's end. Patti asked to have all Junior and Senior Unicity trophies back, so she can get the plates/names updated.
- i. **Fundraising Rep.** Susan got the license issued for the raffle. Waiting to hear back and will make a QR code to be distributed. 8.5" -11" size posters and some cards will be available to be distributed as well. Working on the list of next potential fundraisers to present at the February meeting.
- j. **Publicity Rep.** Sonya made a couple of posts online, has new followers. Sonya will not be able to attend the Winter Classic competition this time. Sarah, Meghan and Kristin will take pictures and send to the Publicity Rep to compile and post on MBTSA social media. Kristin created a banner last year – she will send the draft to Sonya, and Sonya will work on updating that. Aiming to have the banner ready by Provincials.
- k. **Sanctions Rep.** Jen confirmed with the Secretary that Jane will update Sanctions email and re-send board info to CBTF. Received sanctions for the competition hosted by Aerial Fusion on June 7 at East Elmwood Collegiate. The Calendar has been updated.
- l. **Treasurer.** Marie compiled all paperwork for the auditor. Will be working with Patti on receiving invoices from CBTF.
- m. **Athlete's Rep.** Viktoriia has participated in the online meeting with the athletes representatives from other provinces. CBTF is looking to appoint the Canadian Athletes Rep. Viktoriia is working on some ideas on how to engage the athlete at the Unicity competition. Will present her ideas at the February meeting.

## Old Business:

- **Inventory Spreadsheet** – Meghan/Marie – ongoing. Marie will send out the list of what we have in storage now. Jane will get the table skirts from Tania and will be responsible for storing and bringing to the competitions.
- **Board Calendar** – Trina – ongoing
- **Safe Sport compliance.** Certificates of completion must be provided to the CBTF Safe Sports Compliance Officer by May 1, 2025. The frequency of renewal will be determined by the CBTF Board of Directors, and the membership will be notified of this ongoing obligation. Safe sport course is offered by coach.ca
- **Respect in Sport** is a requirement for all coaches in Manitoba. Has to be renewed every 5 years. Laura will be looking after coaches' compliance.
- **Strategic planning session.** Tasks have been assigned, all board members will review their assignment and prepare for discussion by next meeting.
- **T-shirts** are in storage now. Marie needs to finalize budget before allocating funds for more t-shirts.

## New Business:

- **Budget.** Marie will finalize the budget before the February meeting. Meghan has updated fees. Fees for open events will stay \$20. Gym fees stay the same. Freestyle at Provincials were \$70 for B events, \$90 for A with critique. For Unicity competition – offering a scored Freestyle and pairs events. Freestyle events will be judged, the fee will be \$30 and pairs will be split - \$15 per person. Short program and compulsories – the fee will stay \$20.
- **Fee update. Meghan motioned to adjust our freestyle and pairs events at Unicity to cost \$30 per event with pairs splitting the total** as the event now has score attached to it. Not combined with compulsories or short programs. Patty seconded the motion. All members in favour. **Motion carried.**
- **Approval of next year's budget and revised forecast.** Online vote will be carried before February 2, 2025. Trina, Meghan, Kristin, Edie, and Marie will set up a 3-hour meeting before February 2 to review the financials. Patty will also have access to review the membership part. Our budget, forecast and membership info are to be submitting to Sport Manitoba before February 2. Online vote will be carried before February 2, 2025.
- **Funding App Meeting.** Trina, Meghan, Kristin, Edie, and Marie will set up a 3-hour meeting before February 2 to review
- **Bison Transport Girls Multi-sport Series - March 14 8:30am – 12:00pm and 12:45 – 4:30pm @ Sport Manitoba.** It is a provincial PD day. Trina and Sonya will review the details. The event is a volunteer opportunity for high performers. Certified coaches are the only ones who are being paid. Kristin advised she'd be available on March 14 and could teach at the event.

- **Old provincial trophies** – Meghan will take pictures, post on the website in the archived section. Edie suggested we decide what to do about the old trophies once the storage is cleared and inventory is complete. Meghan suggested do this as a summer project.
- **Website update** – Marie raised the concern that some information was not updates since 2014. Trina suggested to look for a volunteer under publicity committee with some relevant experience to update the website

**Next Meeting: February 9, 2025 at Sport Manitoba 10:00 a.m.**

**Meeting Adjourned at 11:30am.**

	<b>Actions from Meeting</b>	<b>Responsible</b>	<b>Est. Resolution Date</b>
	2026-2027 Canadian Championship Application review	Kristin	February 2025
	Confirm Pre-Competitive Challenge Date	Sarah	February 2025
	Confirm Judges for Unicity and Provincials	Linda	March 2025
	Confirm interest in Coaches course and pick a date	Laura	February 2025
	Update trophies for Unicity	Patti	March 2025
	Prepare a list of further Fundraiser options	Susan	February 2025
	Design a new Manitoba Baton banner	Sonya	April 2025
	Prepare with athlete engagement ideas for Unicity	Vika	February 2025
	Hold Funding App meeting	Trina, Meghan, Marie, Kristin	February 2, 2025
	Finalize Bison Transport Girls Multisport Series details and confirm participation	Trina, Sonya	February 2025
	Update board list with the new sanctions email and re-send to CBTF	Jane	February 2, 2025