

MBTSA Board of Directors Meeting

Meeting Date	Location	Time
June 19, 2024	Kristin Macaraeg's house- 235 Handsart	5:30 pm
Meeting Called by	Attended	Absent
Trina Cimino	Trina Cimino, Edie Parisien, Kristin Macaraeg, Tania Muller, Meghan Stanger, Marie Speare, Sarah Cimino, Laura Tymchyshyn, Linda Boyd, Patti Sabeski	Wendy Narozniak, Rhaychelle Tan, Sara Sabieski, Jen Atkinson

Meeting start 6:00 pm

1. Adopt Agenda

Motioned to adopt agenda for June 19, 2024 board meeting- Patti

Second- Meghan

All in favour- Motion carried

2. Accept May 5, 2024, meeting minutes

Membership fee motion needs change to reflect change remove "change back"

Motion to accept May 5, 2024 minutes with change to Membership Fee motion to remove "change back"

Motioned-Edie

Second- Marie

All in favour- Motion carried

Old Business

3. Safe Sport Screening update – Meghan/Edie

Meghan and Edie met, discuss coaches that need secondary screening (vulnerable sector check), simple process through Winnipeg Police. PDF form that requires completion- level 3 risk. Need to be done once. The coach then provides update annually to advise no change to results.

Appendix A amended- asked about position applying for, change wording to what role, and identify security level.

Next steps- to have documents ready soon to coaches and clubs. Will be revising as go and will let people know that revision will happen. To send to coaches early to review and ask questions. The process will be tweaked, policy remains the same.

Screening committee will have to ability to keep info (shared document)

4. Concussion Protocol (Meghan, Laura, Kristin)

Summer project- nothing to report now

5. Policy Updates - Nothing to Report

6. Strategic Planning Session (September 2024) – Kristin M – Website, Social media platforms, grassroots, etc. Need approval for \$1500 budget. Facilitator options

Kristin- reached out to 17 different facilitators, made contact with 4-5. Most out of budget. Spreadsheet will be available in Dropbox.
Most favorable- Carolyn Trono. Interested to help out and has helped Manitoba Baton in the past. About \$900. Board required to put in about 4 mo preparation/ background work. Carolyn is away July/ August. If Board starts July, can be ready for November planning. Decided to proceed with Carolyn and plan for end of November for planning. Kristin to apply to Sport Manitoba for funding.
Carolyn to provide list of what needs to be worked on before planning session.

7. Hall of Fame - Committee

Kristin- email to Sara, Wendy, Sarah- form created.
Use same format at Sport Manitoba Hall of Fame: Categories- Athlete, Builder, Team (2 or more people), Veteran (40+ yr since career ended), including deceased members, All around (athlete/ builder).
Send out Nomination Forms in July with deadline of Sept 1/24- Suggest to let nominees know they are nominated to keep the banquet date open.
Email set up for this, managed by Vice Chair. All awards communication through the email. mbtsawards@gmail.com.
Website will have Virtual Trophy Case to showcase
Award thoughts: Pin for recipient- \$15 each/ acrylic trophy/ plaque. Patti to look into pricing.

8. Awards Banquet/AGM

Banquet-Trina to confirm with Sport MB if can hold it on a Sunday night (facility closed)
Nov 16/24- 4:30 pm- banquet
Dinner we cater- look at options

AGM- needs to be in October
Suggest- Sport Manitoba- Sunday Oct 27/24- 2 pm

Meghan fall Clinic plan for early November (16-17?)
-1 day of baton with local clinicians
-2nd day (noon to 4:30 pm?) for seminars with experts (nutrition, MH and safe sport). Open to parents
Cost- TBD

9. Checklist for the year – volunteer

10. Unicity/Provincial Trophy Clean up – Patti S

Review of the trophies- bases too old, expensive to repair/redo
Will work on plan during the summer
\$8/name plate, looking at 12 plates currently.
Plaque- can put history on the back and would have space for several yrs on front
about \$500 each, look at phase in

11. Laura- google calendar for Manitoba Baton events/ tasks? Word document with dates
Consider Excel document, shared Google sheet, editable
MBTSA gmail account can be the owner

12. Inventory Clean Up and documentation – summer 2024 – Policy for borrowing equipment and form to apply for use of equipment – Patti who is going to do this and have it ready for September 1, 2024

Trina made a best guess list

About \$1500 equipment not accounted for, assumed given away

Kristin had about 30 batons- returned at meeting

Wendy has 26 pompoms, some are quite old and in bad shape, 11 batons

Yonatan- still has 12 pompoms and 12 batons

Patti made up template form- review of form, will add 10% damage deposit and other tweaks

Need to clarify what is available and the sizes- batons

Equipment lending agreement to be drafted and used going forward.

13. Red River Exhibition – CANCELLED

Lack of participation

14. Canadians Send Off Party - Laura

Event not planned yet and Laura away for CNBTA Nationals soon

Laura will make up goodie bags with personalized note to give out at Canadians (instead of party).

15. Summer Sizzler – planning – facility, dates, classes offered, safe sport, nutrition

Aug 19, 20, 21 at Winakwa- 2 hrs each

\$315 gym cost. Have coaches available (Dana, Wendy, Jen)

Budget 6 hrs coaching time (\$450.00)

Participation Fee- \$50 for the 3 days

Trina, Meghan and Sara S (and Laura if around) to have quick meeting on zoom to discuss advertise the event (June 24/24- 8:30 pm)

16. Meeting dates – July and August

Options- all on zoom, send options on whatsapp for vote

July 18th 6 pm-

July 25th 6 pm

July 11th 6 pm

August 15th 6 pm

August 22nd 6 pm

August 29 6 pm

16. Twirl Without Limits Grant

Government grant- 1 application so far from Sakura for a program which ran from October 1, 2023 to April 30, 2024

Marie to be holder of the Sakura grant application

Reminder for grant applications to be sent out by Trina as application deadline is June 30, 2024.

New Business:

Position Reports:

20. Round table

a. Vice Chair-Kristin

Wendy- coaches mixer- TBA

Jen tried to offer badges at pre-competitive challenge event- no takers

Postmortem-coaches corner Loren Dermody- well received, well timed and very good resource for coaches.

5 Manitoba and 6 out of province coaches in attendance. Would have liked more notice on social media for better attendance (nothing from CBTF, original post was removed, then posted to Instagram 3 days prior)

\$100 honorarium cheque required for Loren for her participation.

Will post the session on Youtube, however cannot sign in

b. Past Chair

No report

c. Technical Chair – Meghan

Already discussed Summer Sizzler and Fall Clinic

Coreography grant, should have been sent out by now.

Hours recording for funding has not been followed or encouraged lately. Will be getting back into spreadsheet to record hours for funding.

This years performances- Santa Claus parade/ Pre-Competitive Challenge. Could not confirm that communication went out to athletes of expectations of gym time and performances. Consider this year, use performances as zero as not many options. Will be requirement in future. Start next year with the spread sheet. Meghan will provide explanation to coaches/ athletes.

Meghan to send out form for 2025, to coaches to ensure they are aware it is required going forward. To be sent by Meghan, and have added to the calendar as a reminder.

Coreography funding

\$75 B, split for pair

\$125 A, split for pair

Motion- to provide full funding for choreography grant this year, with explanation of expectation to use excel spread sheet going forward.

Motioned- Patti

Seconded- Sarah Cimino

All in favour- Motion carried

d. Technical Vice Chair

No report

e. Judges Rep

No report

f. Coaches Rep

Wendy unable to attend, provided email report in advance of meeting:

I have been working on all levels to figure out where to proceed with the next Coaches' Course. Given that I wasn't here when the Foundations Course took place, I am still working on who has what. Here are the things I need to do and the information I need to gather:

A. I will begin with sending out an email to all coaches on the list and ask them to submit what Coaches' Courses they have completed, although, some may not even remember.

B. After I have the data, then I can begin to plan how to implement the next stage.

C. I believe the newest coaches took the Foundations online course and the Theory and are considered Foundations Trained? Wendy requesting confirmation of where the new coaches are with training.

D. The next stage is to take NCCP - CBTF describes that if our province (Sport Manitoba) offers bundles to take the bundle, but our province offers separate sessions. I have spoken with Sport Manitoba and they are willing to help us with what we need.

E. From the NCCP courses, they need to be sure to take: Making Ethical Decisions, Planning a Practice, and Nutrition. This would complete their third stage and get them ready for the last stage to be fully Foundations Certified - Evaluation.

Considering whether to run modules individually or as a group. Dana has suggested it would be cheaper to have coaches do on own. To help build community among coaches, would be nicer to get them together. Wendy would appreciate discussion on this.

If we decide to do this as a group, I will work with Sport Manitoba to get some prices and organize this event, which I would like to hold in the fall sometime?

I was also part of Coaches' Corner with Kristin.

g. Membership Rep- Patti

Membership form updated and being sent to Beth
The increased membership fee for late forms was pointed out- only applies for returning members to encourage early renewal

new membership forms will be sent to CBTF soon
Patti is noticing it is taking a while to receive a response from Beth
Need to set up a better system to record membership fee payment. To work through with Marie
Membership forms to clubs. Will put fillable PDF on website (Meghan)

h. Fundraising Rep

Marie- got Rumors funds from Rhachelle, need the club amounts

i. Publicity Rep

Sara- only has Wendy (available between 10am -12 noon) for the Sport Manitoba event July 6-
Meghan/Sarah C. are able to attend for the full 10 am – 1 pm to demonstrate and provide information.

Asking for available athletes to come and twirl! Unfortunately conflicts with Canadians.
To have stickers and business cards to hand out (logo, website info)

10-1 pm at Assiniboine park

Event run by Sport Manitoba with other sports to try

j. Sanctions

Sarah C.- would like something on the website for Sanction section, why do we do sanctions.

Will set up with CBTF sanction to confirm her role. May be more info on sanctions from Sarah in future

k. Treasurer

Marie- have podiums stored. Can we get rid of them? Not used in 3 yrs. Difficult to move around and store. Currently using red carpet instead.

Motion to dispose of wooden podiums

Motioned- Kristin

Seconded- Patti

All in favour- Motion carried

l. Athlete's Rep

Adjourned 9:26 pm- Trina

	Actions from Meeting	Responsible	Est. Resolution Date
	Safe Sport Screening documents to be provided to coaches	Screening committee	By end of August 2024

	Create and send out nomination forms for Manitoba Baton Hall of Fame	Hall of Fame committee	July 2024
	Work on plan to retire current traveling competition trophies (Unicity and Provincials) and arrange new award	Patti	Summer 2024
	Set up Google Calendar with Manitoba Baton annual tasks/events	Laura	Summer 2024
	Send Coreography grant funding chart/ form to coaches	Meghan	By July 2024
	Fillable PDF Manitoba Baton Membership form to be added to website	Meghan/ Patti	By end of summer 2024