

MBTSA Board of Directors Meeting Minutes

| Meeting Date | Location | Meeting Called by |
|------------------|-----------------|-------------------|
| February 9, 2025 | Sport Manitoba | Trina Cimino |
| | 145 Pacific Ave | |

Meeting called to order at 10:10am.

Present: Trina Cimino, Edie Parisian, Kristin Macaraeg, Meghan Stanger, Marie Speare, Jen Atkinson, Sarah Cimino, Laura Tymchyshyn, Linda Boyd, Patti Sabeski, Jane Golovenko, Viktoriia Golovenko

Apologies/Absent: Sonya Bernhardt, Susan Wingert

1. Trina Cimino opened the meeting 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 Agenda.** Meghan Stanger motioned to adopt agenda. Seconded by Kristin Macaraeg. All in favour. **Motion carried.**
3. **Motion to Accept January Meeting Minutes.** Patti Sabeski motioned to accept January meeting minutes. Linda Boyd seconded. All in favour. **Motion carried.**

Position reports:

4. Round Table.
 - a. Chair. No formal report.
 - b. Vice Chair. Kristin Macaraeg applied for a grant for the Unicity competition. The application was denied due to requirement for the application to be on a club level. Kristin encouraged all clubs to apply separately at club level. An email will be set out to all clubs with all grants that are available.

Kristin reminded the board that CBTF Honorary Award and Lifetime Achievement nominations to be submitted before Feb 15.

Meghan read the nomination descriptions: for the CBTF Lifetime Achievement a nominee can be a current member, for Honorary Award nominees should be past members.

EDI CBTF is coming together .Laura joined.

- c. Past Chair. No formal report.
- d. Technical Chair. No formal report.
- e. Assistant Tech Chair. Sarah Cimino informed the board that the Badge Policies have not been updated with current skills level. An update is needed on which ribbons are covered by MBTSA. Current policies offer 100% coverage for white and red (active start), 50% for orange and yellow badges. Policy committee will work on updating the policy wording.

Sarah also advised the board that the Coaching policy needs to be updated and sent out. Policy review committee will set up a meeting to review coaching policy as well.

- f. Judges Rep. Linda Boyd advised the board that she booked the hotel for Unicity competition judge, working on booking hotel for judges at Provincials. Both judges are now confirmed: Wendy Cruickshank and Tonya Lee both confirmed for the Provincials. Loren Dermody and Dana Peteleski both confirmed for Unicity.

- g. Coaches Rep. Laura Tymchyshyn will send out a newsletter for the clubs to see who is interested in the coach training session. The email will also include the reminder for all coaches and members to take SaveSport.ca course.

Laura informed the board that BTF (Baton Twirling Foundation) Trained program is the only one available at this time. Minimum 4 participants are required. Laura is aiming for late March – early April, depends on Dana's availability. Sport Manitoba has grants – those who are interested are to apply individually. The procedure is to apply before taking the course and then to submit the receipt after taking the course. Laura is working on putting together a chart to send information on available courses and grants to all coaches.

- h. Membership Rep. CBTF still processing. 12 emails bounced back – need to update our spreadsheet.
- i. Fundraising Rep. Susan Wingert not present at the meeting. She sent an email with suggestions for the next fund raisings. Suggested to look into the Bombers game in June as one of the options.
- j. Publicity Rep. Sonya Bernhardt absent. She applied for participation in the Pride parade. Sonya will put info together and send an email to clubs about the participation in the Pride Parade, in the Teddy Bear Picnic in September, and Santa Parade in November.
- k. Sanctions Rep. Jen Atkinson advised the board that sanctions for pre-competitive event were done, brochures are needed. Policy manual currently uses old terminology and is being reviewed by the policy review committee.
- l. Treasurer. Marie advised the board that the audit was completed. Marie will pick up a hard copy later this week. The management letter suggested to look into accounting software. Auditor recommended QuickBooks – cost is around \$1000/year with budgeting option included. Marie will look into free/cheaper options available on market. Sport MB requirement is to use their forms for budgeting, using QuickBooks won't waive that requirement.
- m. Athletes Rep. Viktoriia Golovenko is working on athletes engagement for the Unicity competition. Planning to do the poster for the athletes again with a new prompt as it was a success during past events. Viktoriia also shared the 50/50 draw info on Instagram.

Old business:

- 5. Inventory spreadsheet. Meghan/Marie – ongoing. Laura advised she has the first aid kit and athletes box. She will bring both to the Unicity competition and Viktoriia will take over going forward.

The board held an **online vote on January 14, 2025 to order 2 retractable banners for MBTSA costing \$380.00 in total. All voted in favour.** Kristin advised the board that 2 retractable banners had been ordered. Because of the damages discovered at receipt the full cost has been refunded. Kristin is looking into getting a quote for sail banners. Kristin also suggested to explore options of buying placing banners for larger competitions in future.

6. Board calendar. Edie will update the dates for award nominations. Edie and Trina reviewed the reminders for gym booking deadlines and judge booking for competitions. Trina added facility booking request deadlines.
7. SafeSport. The board has been reminded that all board members as well as all coaches must complete the training and send certificates to Laura Tymchyshyn before May 30, 2025. Course to be retaken every 5 years. Once certificates are received - Laura will compile and send to CBFT Compliance Officer. Kristin suggested to send a reminder to all clubs to take the optional 'Understanding the rule of two' on coach.ca
8. Strategic planning session. Schedule for March 2, 2025 7pm – 9pm.
9. Unicity Competition. Application due date is Wednesday next week. Medals and stickers are ready, new ribbons need to be ordered. Stickers are done. Meghan will compile a document with athlete names pronunciation.
10. Night of Champions. Kristin announced the nominations:

Official of the year – Dana
Volunteer of the year – Edie
Athlete of the year – Laura
Team of the year – no nominations
Coach of the year – Leisha

Kristin read the list of MB winners in the past and the requirements for the nominees to qualify.

11. Dawn Kamfoley Award. Submission deadline is March 15. Award will be presented at Provincials. Nominations committee consists of: Dawn's Daughters Kayla and Kendra, previous winner, Past Chair, Vice Chair.
12. Unicity Clinic. We didn't receive a grant for this competition. To break even we need 5 competitive participants at \$40 each and 15 pre-competitive athletes at \$30 each. Recreational athletes are \$20 each. The gym is available from 10am till 3pm on March 23, 2025. Kristin will look into gym cancellation policy and if we are able to cancel – she will go ahead and book.
13. Budget. **The board hold an online vote on January 30, 2025 to approve the budget for 2025/2026. All voted in favour. Budget passed.**
14. Current Year Forecast. Marie shared the revised forecast for current year with the board via email on January 29, 2025.
15. Bison Transport series. Email was sent to the clubs, submission deadline is February 24, 2025. 3 volunteers are needed for each section, the total of 6. Meghan suggested to teach white/red ribbons. Kristin confirmed she will be teaching and will be the main contact. Sarah confirmed will be assisting Kristin. Marie will supply Kristin with stickers.

New Business:

16. World Baton Twirling Day

<https://isitaholidaytoday.com/holiday/world-baton-twirling-day>

<https://www.daysoftheyear.com/days/world-baton-twirling-day>

Athletes Rep will organize the routing and will record the video during the Unicity competition.

A video compilation of those who participated will be shared on social media and also posed on April 10, 2025.

17. Volunteer Recognition Day – the week of April 27. Edie suggested to have clubs submit a volunteer of the year nominations. Photo/video can be posted online and winner can be announced during the Provincials if they agree. Publicity Rep will look into the details.

18. Pre-Competitive Challenge. Gym request sent to the Ecole Assiniboine for April 27 between 10am and 3pm. The judge Wendy has her return flight at 5:30pm. Athlete of the hour and goody bags are in demand. Sarah will put fillers and send out an email to assess if there is interest in a workshop or recreational/pre-competitive clinic as an option.

19. MBTSA constitution Article VIII. Trina Cimino suggested to look into changing the term for the Chair from 2 to 4 years. Reasoning: to have consistency when the board positions are re-voted every 1-2 years. Board decided not to pursue this route.

20. CBTF Certified Coaches list. Linda confirmed that Jennifer Papadopoulos whose Respect In Sport was expired now took the course and is now in compliance.

Non-CBTF Certified Coaches list. Those who are not in compliance are not insured if they are not a certified coach. Trina Comino will send an email to the clubs advising of this urgent requirement and consequences of non-compliance: requirement to submit proof that they are taking steps: *theory online – respect in sport course – screening* to be coaching in any capacity. If steps are not being taken and certification not obtained – these individuals can not coach, cannot be on the floor, cannot be advertised as a coach etc.

21. Sakura club has confirmed that they secured gym time on Sunday February 15, 2025 for lessons with Deardra Leslie.

22. Canadians 2028. The board agreed to look into possibility to host Canadians in 2028. CBTF will have new bidding process for that year. Trina Cimino will look into the bidding process and also into information from CBTF whether Canadians and Team trials will be held at the same time in future.

23. Susan is looking into website update.

24. Coaching Course, NCCP. Laura will send out an email to assess interest.

25. Winter technical meeting update. Meghan will submit judges listing on the website. Judges meeting will take place in May after the Provincials for any athletes who receive scores out of range (full point) - those will be reviewed at that meeting. The requirement for the review is to have recording to rewatch. The review will be for learning and will not overturn the score. Another meeting will take place in July after the Canadians. Clarification was made for Freestyle 2025-2026: requirement is to compete at provincials to qualify for Canadians, there is no qualifying score requirement. Proposal to remove gender division has been submitted and is being reviewed by DEI committee. Membership application update was approved to include 'other' and 'prefer not to disclose' options. The Technical committee will reconvene in the fall and will follow up. Certification for coaches update: evaluation is ready, the committee is now working on determining who the evaluators can be. Canadians update: the deadline will be in May. Information will be sent out soon.

26. Winter Board and Executive Meeting Update. Trina has attended the meeting. WBTF is closing the doors end of February 2025, now archiving everything. Canadian Twirl looking for volunteers on their board – Trina will forward their request. National bid process is coming soon. 2026 World Freestyle Championship may take place in Wales, Ireland or France. 2026 – Canadians confirmed to take place in Regina, SK. 2028 Pan Pacific confirmed to take place in Hawaii, US Trina confirmed with CBTF that they can't lend their charity status to us. A letter was sent to CMBTA by CBTF with offer to look into agreeing to agree. The reasoning is for us amalgamate to be recognized by IBTF as a Canadian entity. CMBTA didn't accept the letter. Dana from CBTF has applied for Batin Twirling to be recognized as a Canadian Sport.

27. Provincial gifts. Laura suggested looking into giftcards for Freestyle and Pairs. Kristin suggested to have something tangible in addition to gift card. Will be looking into a branded long sleeve within \$20 budget.

Next meeting: March 9, 2025 at Sport Manitoba, 10:00am – 1:00pm

Meeting adjourned at 12:57 pm.

| | Actions from Meeting | Responsible | Est. Resolution Date |
|---|--|-------------------------|-----------------------------|
| 1 | Badge Policy to be updated with current skills levels | Policy Review Committee | |
| 2 | Coaching Policy to be updated and sent out | Policy Review Committee | |
| 3 | Sent information on available courses and grants to all coaches | Laura Tymchyshyn | |
| | Pride Parade, Santa Parade and Teddy Bear Picnic participation email to clubs | Sonya Bernhardt | |
| | Bring First Aid kit and Athletes Box to Unicity and pass to Vika | Laura Tymchyshyn | March 22 |
| | Get quotes on sail banners and placing banners | Kristin Macaraeg | |
| | Take SafeSport training and provide certificates to Laura | All board members | May 30 |
| | Forward certificates from all board members and coaches to CBTF Compliance officer | Laura Tymchyshyn | May 30 |
| | Review cancellation policy and book the gym for Unicity Clinic | Kristin Macaraeg | March 22 |
| | Get information on bidding process for Canadians 2028 | Trina Cimino | |
| | Forward Canadian Twirl request for volunteers | Trina Cimino | |