

Manitoba Baton Board Meeting

July 18, 2024- 6 pm

Zoom meeting

Attending: Trina Cimino, Sarah Cimino, Wendy Narozniak, Edie Parisien, Kristin Macaraeg, Marie Speare, Meghan Stanger, Patti Sabieski, Sara Sabieski, Linda Boyd, Jen Atkinson, Tania Muller Rhaychelle Tan

Regrets: Laura Tymchychyn

1. Adopt Agenda for July 18, 2024 meeting

Motioned to accept agenda- Wendy

Seconded- Meghan

2. Accept June 19, 2024, meeting minutes

Tania to review prior minutes to amend to put prior minutes (include in Dropbox)

Motion to accept June 19, 2024 meeting minutes- Edie

Seconded- Kristin

All in favour- Motion carried

Old Business:

3. Safe Sport Screening update – Meghan/Edie

Edie sent the documents out today to the board members only (including policy, process document and draft email to clubs).

No changes to last time sent to board other than some sport specific terms/ wording.

Know there will be some changes, we can work on as we go

Need a board motion to accept the policy.

Motion to accept the Screening Policy presented to the board on June 19, 2024, effective immediately for distribution to members. Screening will be required with 2024-2025 membership.- Edie

Seconded- Wendy

All in favour- Motion carried

4. Concussion Protocol (Meghan, Laura, Kristin)

Discussion to adopt the CBTF from 2023. Karen' Reynolds' document is more in laymans terms for same information and resources.

Other provinces have adopted the CBTF policy. Will use the CBTF policy and add the resources from Karen's document

Document to be added to website

Motion to adopt CBTF concussion protocol along with resources provided by Karen Reynolds, and add to the website and dropbox- Kristin

Seconded- Edie

All in favour- Motion carried

5. Policy Updates - Nothing to Report
Lots of work required
Edie has reviewed what is required
Policy review committee has completed 6 different policy updates this year (TransCanada team, Provincial team, Short program compulsory moves, Hired coaching staff, Badge Testing- Adjudicator and Instructor, Concussion Protocol)
Overdue for 4 policies (templates from Sport MB- should be easy to finish). Hope to pass before AGM (Privacy, financial, Respect in sport, Financial Policy, Selection of Athletes/ teams). Meeting in August for policy committee?
Currently we do not have a policy for board membership fee reimbursement, need to include one.
On track to get the required ones done (were due before 2022). Committee will work out meeting date.
6. Strategic Planning Session (September 2024) – Kristin M
Email to Carolyn, however she is gone most of summer so have not heard back. Hope to get pre-work done in August, may be September. To take 3-4 months pre-work. To follow up next month.
7. Awards Banquet/AGM – Sport MB facility \$60.00 /hr
Booked for Nov 17 4:30 at Sport Manitoba Hall of Fame- booked for 2-3 hrs.
Catering- Wendy has connection through Aaltos. Kristin has some options
Plan for 30-50 people
Awards- Grand aggregate, Hall of Fame, Consider Volunteer of year (Club nomination), recognize athletes that went to Canadians and World (Laura- Team Unite and Rhythmic Twirl)
Picture of those who went to Canadians
AV collage/ video? Would need submissions from clubs. Kristin has projector and speaker to use. No need to rent equipment. Sara to reach out to clubs for pictures etc.
Games/ activity for attendees- Athlete rep (Laura)
Certificate for the athletes- Kristin has template already
Athletes rep (Laura) needs to collect the grand aggregate trophies.
Determining grand aggregate/high points- Trina to calculate to confirm
Patti to get the name plaques
8. Unicity/Provincial Trophy Clean up – Patti S
Working on it. Looking at couple of options. Will be costly. Will approach with budget and work from there.
Patti made a list in the dropbox from the provincial/ unicity trophies.
Awards budget- \$100 this year. Can add to the budget for next year.
Defer to the budget meeting to confirm what can be allocated, estimate \$1300 to replace highpoints for provincials, then same for Unicity the next year.
Provincial highpoint trophies to be returned to this years recipients in the meantime

9. Inventory Spreadsheet

Need to have recorded. Many items had been in Meghan's house and some have been taken to storage

Lending equipment needs to be fully documented with ongoing tally with sign out.

U of W- Newcomers Sports Academy purchased 20 batons and 10 pompoms. Need to separate them out of them. Everything has been numbered. Meghan can work on organizing. Take out of the spreadsheet. Numbering won't be intact.

Yonatan has 12 batons to be returned and 12 pairs of pompoms

Wendy has some batons and pompoms and will return them- Aug 19, 2024

10. Summer Sizzler

3 people signed up so far. Sara has sent out the info out in a number of social media boards.

Wendy to look into have LRSD bulletin board.

Instagram and facebook ads to be added closer to the event (week of July 22)

Planning- Wendy, Dana, Jen confirmed coaches.

Baton, dance, pompom classes.

Budget anticipated break even, about 15 kids needed

11. Twirl Without Limits Grant – 3 applications

Can distribute the grant purchased batons to the groups.

The previously purchased shoes and costumes- likely have to sell (reach out to clubs to see if they want to purchase).

12. Budget Updates/Adjustments

Marie- Coreography grant applications sent out. Received some applications. Not everyone submitted. Meghan sent a reminder. Athletes need to submit receipts. Some people are late. And some haven't sent in. Everyone who sent out a high performance declaration, should know. Reminder went to all technical members. Need to remind again with a timeline. Marie would like to get resolved and will pick a date for deadline.

Publicity budget still has quite a bit of money in it. Advertising for fall? \$1700 left so far.

Sara- will have Santa Claus parade (should be for next year's budget- depending on when entry fee is required- or is that from performance budget line)

Marie suggests should invest in reusable signs. When at Assiniboine Park event, we did not have any Manitoba Baton signs to put in the ground. Could use ground signs as well as stand up banners for gym use.

Need new sign design- To figure out between Sara, Meghan (and Gennie Muller)

Still money in gym costs line, although a usually a delay in the bills.

13. AGM – book room

Oct 27th- Sport Manitoba book 1:30 to 4:00 (Event 2:00 pm to 4:00 pm)

Tania to book room Theatre- 30ish people

Incentive- draw for \$25 Walmart Gift Card

14. Clinic – book facility for November

Nov 16-17. Where? Looking at a few community centres/ Sport Manitoba

Nov 16th – gym, Nov 17th – Sport MB sessions

Looking for options- St. James Assiniboia/ LRSD- anyone with facility connections

Looking into local clinicians for baton portion. Wendy has options for dance/ body technique. Looking at new and different from normal coaches. Bend Academy? Look for options for people outside of world of baton. Want a mix and still focus on baton.

For sessions, to check with Sport MB for options

New Business:

15. National Bidding Process

Proposal was denied at CBTF board. Will be brought up in fall again with more info.

16. New Club

Prairie Dynamic West- Wendy with Sarah Cimino will coach and Trina will run it
Assiniboine West Community Centre

17. Meeting Dates for the rest of the year (September to December)

Look at August meeting

18. U of W – WNSA Summer Camp (4 groups – 20 participants) August 14

Last year- Jumpstart grant and through performance/ publicity funded, covered coach costs

Did allocate some money in publicity/ grass roots/ outreach

Would be considered a volunteer/ scholarship activity. The funding policy in place now. Will identify the events that qualify when announced.

Grassroots budget has money in it as well.

19. Free the Spirit Festival – September 21?- St. Amant

Event where people can try the activity, move on.

Trina will reach out to coaches about the 2 events (WNSA Summer Camp and Free the Spirit Festival)

Position Reports:

20. Round table

a. Vice Chair-

Congratulations to Rhaychelle Tan for receiving the 2024 CBTF Spirit of Twirling award. Sara will repost Rhaychelle's award on social media.

All Manitoba athletes did well at Canadians and we want to wish Laura the best of luck at Worlds. Manitoba and Canada are excited and proud for her. Laura send off- plan to hold during one of her scheduled gym times.

As qualifiers are early this year, and with current number of athletes in the province, new competition being added to the calendar. Legacy and WTT are hosting Believe in Baton Competition Saturday, November 30, 2024. To include pre-competitive and competitive individual and group. If time after the competition, plan for clinic and badge testing.

Discussed future need for Winter Classic (Open) competition. Can revisit in future.

Currently scheduled competitions for next year: October 26, 2024, November 30, 2024, February 8, 2025, March 22, 2025, April 26, 2025, early June 2025 competition (and pre-competitive challenge).

b. Technical Chair

Update- started working on tracking sheet for keeping track of people and requirements. Will highlight name if E-PIC expired.

c. Coaches Rep

email to all coaches, ask for confirm credentials. Called Sport Manitoba, investigated own NCCP, on record. Others have taken more to add to it. Will send individual emails to coaches. Would like to put together a database to keep track.

d. Membership Rep

Membership letter to go to clubs. Updated- new fees included
Added – send batch to CBTF, sends a batch back with what owing. Want to do this at Manitoba level, and cc Marie to keep everyone informed.

When send this out? Meghan made into fillable PDF for website.

Do not need separate membership for summer sizzler, included membership into fee/ camp cost. Membership form needs to be completed. To communicate membership fee info now to clubs to prepare (fee increases and new procedure). Send follow up in one month. Set deadline by October 31, 2024. Ask coaches to send and email once they send their membership batch in. Documents are in the Dropbox. Patti to send to Wendy to send to coaches.

Need to have communication to coaches that for sanction and if instructing beyond white ribbon, participants need to have membership.

Patti to confirm with Beth re: what exactly is the membership year.

Summer sizzler, Meghan to send membership forms to participants by email in advance

e. Fundraising Rep

If get Winnipeg Jets tickets for donation, to go to Manitoba Baton for raffle

Upcoming meeting dates- will look at next meeting (August 15, 2024)

Meeting adjourned at 8:28 pm

Action Item	Responsibility	Timeline
Tania to review and ensure meeting minutes added to Dropbox	Tania	End of August 2024
Add concussion protocol to website	Concussion protocol committee: (Meghan, Laura, Kristin)	End of August 2024
Collect Grand Aggregate trophies for Banquet	Laura	End of September 2024
Calculate Grand Aggregate/ high point	Trina	End of September 2024
Add new plaques to trophies	Patti	End of October 2024
Confirm catering for banquet	Wendy/ Kristin	End of August 2024
New sign design to be set up	Sara/ Meghan	End of September 2024
Order new signs for Manitoba Baton	Sara	End of October 2024
Book AGM room	Tania	End of July 2024
Send out Safe Sport Screening information/ documents to clubs	Edie	August 2024