

Manitoba Baton Twirling Sportive Association

Meeting Minutes

November 15, 2020 10:00 a.m.

Online Meeting Via Zoom

Present: Tammy De Jong, Jennifer Atkinson, Keri Doherty, Edie Parisian, Trina Cimino, Sarah Cimino, Sara Sabeski, Linda Boyd, Karen Reynolds, Olga Orlov, Marie Speare, Stephenie Udvar

Regrets: Yonaton Orlov

1. **Approval of previous minutes** – Edie made a **motion** to approve the minutes from the previous meeting. The motion was seconded by Linda. Motion was carried by unanimous vote.
2. **New Business**
 - a. Chair Report – Tammy thanked Edie and Olga for their service in their outgoing positions and Sarah and Yonaton in their new roles. Tammy shared a little bit about her background in the sport and thanked everyone for their support as the new chairperson.
 - b. Membership Report – Karen is still waiting for two clubs to complete their membership registration. Currently MBTSA 66 athletes: 24 A, 10 B, 16 BR, and 16 group (not including one club). Numbers are down from last year. The board reviewed the membership numbers throughout the years. Need to look into what happened during the years when membership numbers spiked. MBTSA should do an exit interview for coaches that don't continue.
 - c. Budget Overview – Edie explained our Sport Manitoba funding; MBTSA receives a base funding as well as funding for sport development, performance pathways, and sport initiation. MBTSA needs to provide financial reports each year to Sport Manitoba to obtain funding. MBTSA submitted for an additional \$10 000 for emergency funding. The budget needs to be adjusted for allocations to expenses that will not be used for this season.
 - d. Action items from COVID-19 emergency meeting technical meeting – the technical meeting members proposed for compulsory and short program classes to continue online in December and to add additional online classes on Saturdays and Sundays. They requested \$350 for additional coaching classes online. Money can be used from the budget from other programs that will not likely be used. Sara made a **motion** to move \$500 in the budget from recreational programs, badge testing, and gym fees to be used for the online classes. The motion was seconded by Kerri. The motion was passed by unanimous vote. Publicity ideas were suggested for a tiktok competition, and flashback Friday and athlete spotlight on the Instagram. A request was made for \$300 for prizes to be used from the publicity budget. There is also a budget under performance

opportunities. Olga suggested an idea to do a Santa Claus Parade routine online to post. Tammy started a public Facebook page. Access should be given to publicity rep, technical chair, athletes rep, and secretary.

- e. Other position reports
 - i. Sanctions – coaches are asking if they need to sanction online lessons – still waiting on a response from CBTF.
 - ii. Coaches Rep – planning coaches meeting for November 23rd.
 - iii. Technical – will send report for new ideas by email.
 - iv. Athlete's Rep – waiting for athlete's commission meeting. Promoting the new athlete's rep position to other athletes. Sarah met with Olga for fundraising rep transfer.
 - v. Membership – will send money to treasurer once all is collected.
 - vi. Vice Chair – waiting for responses for parent liaisons from clubs.
 - vii. Past Chair – MBTSA needs to forward Province of the Year award to Alberta. ACTION: Sara to pick up award and drop off to Karen to send over. New CBTF award: Presidents Award is open for anyone to nominate. ACTION: Edie will make the changes in the constitution and the policy documents from the AGM.
- f. Appoint Publicity Rep – Trina made a **motion** to appoint Olga as publicity rep. Karen seconded the motion. Olga was appointed to a one-year term as publicity rep.
- g. MBTSA document recognition – current dropbox account is not owned by a board member. Idea was suggested to switch to a new ownership. Complaints were made about not being able to easily find all documents with dropbox. Goal is to have a document system that is more secure by next meeting – ACTION: Tammy & Jen. Need to establish a back-up process. Discussion was tabled to the next meeting.
- h. Signor for MBTSA bank account – Marie is looking into setting up e-transfers. Current signors are Marie, Trina, Edie, and Leisha. The bank only needs Marie and all the new signors to make the change with the bank. Linda made a **motion** to change the signors to Marie, Tammy, Trina, Sara, and Edie. Marie seconded the motion. The motion was carried by unanimous vote. ACTION: Marie to schedule meeting for Thursday, Nov. 25th.
- i. Strategic Plan review – request for all members to go through document and come back with key points. ACTION: Chair and publicity rep reach out to get a publicity committee started.
- j. Athlete's rep selection process – ACTION: Karen to send out document to all athletes over the age of fifteen to send in their nominations.

3. Round Table

- a. Marie is getting everything in order for the audit. Requesting any cheques from MBTSA be cashed as soon as possible.
- b. Sarah is looking into a potential online raffle or 50/50. Need approval from Manitoba Lotteries.

Action Item	Responsibility	Due Date
Pick up and send Province of the Year Award.	Sara & Karen	N/S
Make changes to constitution and policies from AGM.	Edie	N/S
Look into other online document systems for MBTSA	Tammy & Jen	Next meeting
Schedule meeting with bank for November 25 th .	Marie	N/S
Reach out to potential members for a publicity committee.	Olga & Tammy	N/S
Send out athlete's rep documents to all athletes over 15.	Karen	N/S