

MBTSA Board Meeting
September 22, 2024 – 7:00 pm
Zoom Meeting

In attendance: Trina Cimino, Edie Parisien, Tania Muller, Meghan Stanger, Laura Tymchyshyn, Patti Sabeski, Marie Speare, Kristin Macaraeg, Lynda Boyd, Jen Atkinson

Regrets: Rhaychelle Tan

Resigned- Sarah Cimino, Sara Sabeski, Wendy Narozniak

1. Adopt Agenda- September 22, 2024 board meeting
Motion to accept agenda- Edie
Seconded- Patti
All in favour- Motion carried
2. Accept August 15, 2024, meeting minutes
-change Google Calendar action responsibility from Patti to Trina
Motion to accept the August 15, 2024 board meeting minutes- Linda
Seconded- Edie
All in favour- Motion carried

Old Business:

3. Safe Sport Screening update – Meghan/Edie
Edie- no response to the emails sent to clubs/ coaches
Only one form received so far. Will resend the information.
Membership forms not yet received.
Need to coordinate membership forms and confirming that the Safe Sport Screening has been completed. Suggestion that Membership send an email to the Screening Committee with list of the technical memberships received to confirm the appropriate screening has been done.
4. Concussion Protocol – Update (Meghan, Laura, Kristin)
Kristin- Final draft put together. Updated document includes elements of combined CBTF and Karen's document. Document is hyperlinked with the references. To go to Trina for to review.
Sport Manitoba approved the draft a long time ago. Trina to send a copy to Sport Manitoba. Will need to get board approval. Kristin to send to board for E-vote to have before next meeting.
5. Policy Updates - E-vote – Edie
Did not receive enough e-votes yet, will hold the votes in this meeting.

Motion to adopt the Financial Policy as presented- Edie

Seconded- Meghan

All in favour- Motion carried

Motion to adopt the Board Membership reimbursement policy as presented- Edie

Seconded- Meghan

All in favour- Motion carried

Motion to adopt the revised Respect in Sport policy as presented- Edie

Seconded- Linda

All in favour- Motion carried

Motion to adopt the Privacy Policy as presented- Edie

Seconded- Patti

All in favour- Motion carried

Motion to adopt the Confidentiality policy as presented- Edie

Seconded- Patti

All in favour- Motion carried

All adopted policies to be assembled into one document, then put on website

Edie to put together a summary of the changes for the AGM

6. Strategic Planning Session (December 2024) – Update - Kristin M
Kristin- Dec 1st- Theatre at Sport Manitoba. Carolyn Trono will run it
Survey to be sent to as many members as possible to check in on how we are doing as an organization. Kristin to send to Trina, Trina to send to members. To gather information for the Strategic planning session.
For the Strategic planning session, want athlete, parent, club, board member and coach involvement. Goal for 20 people at strategic planning session. Other sports may want to joint for collaboration.
Need committee to use information from the survey results to confirm areas of focus
Committee to meet after survey and present to board in early November before strategic planning meeting.
Committee- Kristin, Laura (athlete), Linda (judge/ coach)

Strategic planning- to look at mission and vision, what needs to change. To look at prior strategic plan in dropbox to see if can build on it.

Full day event- will need to plan for food/ snacks

7. AGM – October 27, 2024 – 2:00 p.m Sport for Life Centre
Trina- encourage as many members as possible to attend

- Door prize (gift card)
Have cookbook and waterbottle from storage for draws
\$20.00- Co-op GC – Trina to pick up
- Voting- Type A or D. Patti to provide numbers to Trina to confirm quorum for the meeting. Statement in the constitution on who can vote.
- Please email Trina privately with your intensions for next year if your term is up

Will announce Athlete's rep election at AGM. Will hold election earlier in season to have in place for the calendar year. Need to do nominations now to be ready for start of year.

Athlete's rep- can participate if were competing in the prior year, can continue to represent.

Meghan will send out google form for athlete's rep election.

Please have committee reports completed and sent to Tania by October 15, 2024

Positions up for election:

Chairperson – Open – 2 year term

Secretary – Open – 2 year term

Treasurer – Open – 2 year term

Asst Tech Chair – Open - 2 year term

Coaches Rep – Open – 1 year term

Sanctions – Open – 1 year term

Fundraising – Open – 2 year term

Publicity- open- 1 year term

Linda thinks the Judge's Rep position is up for re-election

Pre-registration form to be sent. This will provide email addresses to send out the minutes/ agenda. Must have pre-registered and be in attendance to win door prize.

Projector and screen to be booked through Sport Manitoba (Tania)

Eddie will run the elections at the AGM

8. Athlete's Banquet – November 17, 2024 4:30 pm- 6:30pm (book 4pm-7pm). Room confirmed and booked. Caterer booked.

Grand Aggregate Trophies – Laura will collect them and get to Patti asap

Hall of Fame Awards – Hall of Fame Committee

1 person, 2 nominations- Lucinda McMaster- can be considered as Athlete and Builder
Committee now down to Kristin. Patti will join the committee (awards)

Certificate for all athletes – Trina

No Door Prize. Will have games with small prizes (candy)- managed by Athlete's rep (Laura)

Slide Show – Trina will collect pictures from clubs and try to put something together. With note not to send photos for members without media release

Registration- set up google forms.

Speaker/Projector – Provided by hall

9. Inventory Spreadsheet – Meghan

Marie has a baton spreadsheet. No inventory for pompoms and costumes so far.

Need full inventory of what MBTSA has. If something goes missing, we know that we had it before

A list was compiled last year. Currently most items are in storage. Meghan to clean up the spreadsheet for competition season.

10. November Clinic

Meghan- not booked facility yet. Has been considering potential number of participants.

Sent email to clubs for interest.

Most of responses- some rec interest, 1-2 competitive and no one from Sakura

Leaves 5 athletes, including rec kids

Decision not to plan a clinic this year based on expected participation.

Can talk about at strategic planning about how this goes

Board agreed not to hold the clinic, but to highlight that competitive athletes can be funded for travel for an out of province clinic

11. Board Calendar –

Trina and Laura. Trina will work on this, Strategic planning will help guide it.

Discuss at next meeting

New Business:

12. CBTF Board and Technical meeting updates (Trina/Meghan)

Meetings last couple of weekends.

Meghan- attended Technical meetings. Provided overview of topics discussed:

-Education- work at getting pre-comp videos and accepting anything for in class. To send reminder for competitions

-Level A short program remove requirement- new judging system for 2026 does not have short program doesn't have requirement. Fiche replaces need for short program for seeding. BA short program and compulsories still, with music (?)

-Qualifier- no requirements score wise to enter.

Event in February – same place as Pan Pacific, just outside of Calgary

-Minimum age change - 4 yrs pre-comp, 6 yrs for CBTF major and minor events, immediately as of December 31st of competing year. For all events.

-Freestyle tabled for 2027-28 year

-Coaching programs now being worked on. D1 is out, D2 should be out soon.

For who did the last one- will have an evaluation coming out soon

- For judges who took modules- will be a system to continue judging with D1, will get access to D1 and D2, need to complete within 3 months of notification, can judge in meantime. If not completed in 3 months, the education committee will determine how to continue.
- For judges re-entering- system. Notify CBTF judges rep, to get access to the courses (what courses- Meghan), open book exam. Try to remove road blocks for being recertified
- New dance twirl team event this year. Following our CBTF dance twirl team, major contributors to the event.
- Updates to judging uniform.
- Networking list for judges- list to be in more detail (including social engagements) and to be reviewed by competition directors.
- X-Strut will be included as a minor event. Reviewing how judges are qualified to judge event.
- Nations cup- Level B and A- 2 twirl team and artistic team and one dance twirl team, joint with CNBTA
- Pilot program for judges mentoring

Meghan to send email to tech members for updates

Kristin- Canadians practice floor, to be prorated centre floor amongst provinces. Not really any changes. Concerns were addressed. No changes, intent to get as many people as possible with centre floor.

Edie- Wendy no longer here, was to have a coaches meeting. Suggestion of a coaches meeting to review. Meghan to do a follow up with technical members with the information. Kristin would like to run a coaching event. Maybe a coaches meeting/ speed mentoring, a mixer/ slash event. Suggestion to hold with the webinar. Date isn't available yet.

Trina- CBTF board meetings

- Provincial financial statements end of March submission, regardless of year end. Send the audited financial statements to CBTF
- Graded medal orders by Dec 1st
- Province contact list as soon as new board. Tania to redo existing list and send to CBTF
- Lots of committees across Canada needing help, sent out the information for several to Manitoba members.
- After new national bid process in effect- CBTF is will not be taking on the financial risk on any competition. The province putting on the event will take on the risk. Would like to consider bid for 2028 Canadians and 2029 Trials. Will review at a later date.
- CBTF Awards review committee- suggested Meghan and Patti.
- CBTF grievance and complaint policy being worked on.
- Trina and Patti to work on supplying Karen Gratton with long time membership information by December 31, 2024.
- Insurance being reviewed due to outcome of lawsuit from US sanctioned event. CBTF ensuring our insurance is sufficient.
- Discussion around requiring first aid person at all competitions- our protocol is to call 911 if needed.

13. NCSA Equipment – need to deliver batons/pom poms in October 2024
Mary- equipment to be delivered. They purchased the equipment last year.

Position Reports:

14. Round table

a. Chair- no further report

b. Vice Chair- Kristin
no further report

c. Past Chair- Edie

Tabulation- asked if anything discussed at CBTF meetings?

Trina advised that Cindy wants every competition on the open competition program. Trina making herself available to clubs to manage.

Provincials is on a different system.

Meghan- Cindy wants list of who manages tabulation for each province and for competitions. Send Meghan list of competition director and lead tabulation person and date, and can send to Cindy.

Cindy has said there is a process, so clubs need to know that the program needs to be used for competitions.

d. Technical Chair- Meghan

Summer Sizzler in Aug- 13 kids signed up. Couple weren't able to make it. Seemed like it went well.

Unsure if got members from it.

Possibly broke even, or close.

Competitions will come up fast for the 1st one

Winter classic booked for Winakwa- Jan 11, 2025

Should we do alternative prizes over medals? Liked Aerial Fusion's competition idea (baton mall). Everyone gets something, but small. Looking for ideas

No A short program. Tabulation program will be updated to remove the short program portion of score. Total score to come from artistic expression and technical merit starting January 1, 2025.

e. Technical Vice Chair- Jen

No update

f. Judges Rep- Linda

for Twirl Manitoba- would like to get judges asap as not many left.

g. Coaches Rep-Vacant

h. Membership Rep- Patti

Sent out membership letter and jotform by email a few times, will resend again as a reminder

Provincial plaques have been ordered, Need unicity and provincial trophies- to be collected.

Hall of Fame awards decided, already had the logo, need the information- Kristin to provide

Memberships from Summer Sizzler- to be batched

i. Fundraising Rep

no report

j. Publicity Rep- vacant

k. Sanctions- vacant

l. Treasurer- Marie

Summer camp- budgeted to break even, but cost \$200- suggested take out of grassroots budget

Working on organizing equipment, suggesting getting a few bags/ bucket to organize better

Purchased a small laser printer for competitions. To be tested.

m. Athlete's Rep- Laura

Instagram in the works, will get it done before a new rep.

Will ask for the unicity/ grand aggregate trophies to be returned

Kristin- announced location/ details of upcoming Legacy club competition

Saturday Nov 30th East Elmwood CC- 2pm-8pm (clinic 6pm-8pm clinic)

Judges- Dana, Kyla

Clinic - Dana, Kyla, Laura

Trina offered to do tabulation, Kristin's mom willing to help

Sakura competition- October 26, 2024

No one has seen anything yet

Next Meeting: October 6, 2024 – 10:00 a.m. – Sport for Life Center

Meeting adjourned 9:06 pm

Task	Responsible	Est. resolution date
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Send Concussion Protocol to board members for review and evote	Kristin	October 6, 2024 meeting
Send Strategic Planning pre-survey to Trina to be sent out to as many members as possible	Kristin to send survey to Trina Trina to send to members	As soon as possible
Book projector and screen for AGM	Tania	As soon as possible
Grand aggregate trophies- gather from athletes, update	Laura to gather Patti to update	Before Athlete's dinner
Create certificates for all athletes for athlete's dinner	Trina	Before Athlete's dinner
Provide update on CBTF Technical meeting information to technical members	Meghan	Before October 6, 2024 meeting
Update MBTSA Board member contact list and send to CBTF	Tania	Before October 6, 2024 meeting
Collect Unicity and Provincial High Point trophies	Laura	Before end of October 2024
Have position reports sent to Tania for AGM	All positions	By October 15, 2024