

# MBTSA Board of Directors Meeting

Meeting Date	Location	Time
March 9, 2025	Zoom	10:00 a.m. to 1:00 p.m.
Meeting Called by	Trina Cimino	

## Minutes

### 1. Meeting Called to Order at 10:10am

**Present in-person:** Trina Cimino, Kristin Macaraeg, Meghan Stanger, Marie Speare, Jen Atkinson, Sarah Cimino, Laura Tymchyshyn, Linda Boyd, Jane Golovenko, Viktoria Golovenko

**Present online (Zoom):** Patti Sabeski, Edie Parisian, Susan Wingert

**Apologies/absent:** Sonya Bernhardt

Trina opened with the 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. **March Meeting Agenda Adoption.** Edie suggested to add #23 Screening committee report to the agenda. Linda motioned to adopt amended Agenda with #23 added. Patti seconded. All in favour. **Motion carried.**
3. **February Meeting Minutes Acceptance.** Assistant Technical Chair report corrected to state 'coverage for Active Start red and white ribbons to be offered' as per Marie. Also corrected to state "Policy review committee to update reference to the old coach membership types from *type C* to *technical membership T1*" as per Edie. Membership Rep report corrected to state: 'clubs need to update our spreadsheet' as per Patti. Motioned to accept Minutes with the above-mentioned corrections by Kristin. Seconded by Linda. All in favour. **Motion carried.**

## Position Reports:

### 4. Round table

- a. **Chair.** No formal report.
- b. **Vice Chair.** Night of Champions nominations are submitted. Also Kristin will email the link to the training that needs to be completed before the strategic planning meeting in May, as one of the requirements for the grant we received.
- c. **Past Chair.** Policy reviews committee meeting scheduled for March 26.
- d. **Technical Chair.** No formal report.
- e. **Assistant Technical Chair.** Sarah working on purchasing red and white ribbons for the badge program.

- f. **Judges Rep.** Judges are confirmed and airfares have been booked for both Unicity and Provincial competitions. Linda confirmed with the board that one room can be booked for both judges at the Provincials.
- g. **Coaches Rep.** No formal report.
- h. **Membership Rep.** Patti advised the board that some membership info is invalid e.g. phone numbers and/or emails are non-existing.
- i. **Fundraising Rep.** No formal report.
- j. **Publicity Rep.** Not present.
- k. **Sanctions Rep.** Jen confirmed with the board that pre-competitive challenge to be run as a C – type event.
- l. **Treasurer.** No formal report.
- m. **Athlete's Rep.** Vika is finishing up preparations for the Unicity competition. Will continue athlete of the hour as it is popular among the athletes. Confirmed with Sarah and Marie that we still have enough small prizes e.g. keychains and stickers for Unicity.

## **Old Business:**

- 5. **Inventory Spreadsheet** – Marie shared the spreadsheet on DropBox. Jen suggested to share it on Google Drive. Trina, Sarah, and Kristin to look into this option.
- 6. **Safe Sport – coach.ca** – training takes about 90 minutes to complete. The board was reminded to complete this training and provide a screenshot of the certificate to Laura T. Kristin suggested to create a list of first aid/CPR certified members. Trina will add this to our strategic planning session agenda.
- 7. **Strategic Planning Session** – the board met on March 2, 2025, reviewed mission statement etc. Waiting to hear from Carolyn as to what date in early May works for her. Everyone needs to be in attendance for this all-day event.  
Kristin advised the board that MBLL logo needs to be added to our website. Banners also need have MBLL and SportMB logos. We also are required to use the hashtags by MBLL. Kristin will forward email with the requirements to Meghan.
- 8. **Unicity Competition** – March 22, 2025. Doors open at 8am. Warm-up starts at 8:30. Precession at 9am. Awards start around 4:30pm. Meghan will email the diagram. Meghan competed the sets and created a volunteer list. Kristin will do a couple of welcome baskets for the judges with local sweets within \$25 - \$30 budget. Patti confirmed to be the announcer. Linda will check with Loren if she needs a clerk. Meghan will update the spreadsheet with volunteer need, sked to be filled within a week if possible. Kristin will have a backdrop and photo booth items. Meghan will prepare QR code for online vote and canteen vouchers for acknowledgement of the volunteers.  
**Unicity clinic** - Kristin will be emailing a reminder to clubs to send registrations for the clinic asap.
- 9. **Dawn Kamfoley Award.** Edie will email a reminder and post on social media reminding of the application deadline.
- 10. **Bison Transport Girls Multisport series** – March 14, 2025 at Sport Manitoba (high performance points)
  - Email sent to all clubs, Kaityln and Kyle Doherty are the only ones signed up as of now. Kristin Macaraeg and Sarah Cimino will be the coaches on site.
  - Only white and red ribbon should be taught at this event.
  - We have batons, stickers, business cards, 1 banner.
  - Paid by event, not hour.
- 11. **World Baton Twirling Day** - <https://isitaholidaytoday.com/holiday/world-baton-twirling-day>  
<https://www.daysoftheyear.com/days/world-baton-twirling-day/>
  - Publicity Rep and Athletes Rep to start updating social media to encourage participation, share routine video once available

- Athletes Rep will create a routine and arrange for the athletes to record it during the Unicity competition at the lunch hour. Routine form will be available on the IBTF website shortly.
  - Get compilation of whoever participated and share on social media and post on **April 10, 2025**
12. **Volunteer Recognition Day** (week of April 27) – need a volunteer to plan the day. Publicity and Athletes Reps to share on social media. Kristin offered to send email to clubs to ask for 1 nomination with photos per club. Aiming to get announced at Provincials and to be spotlighted on website and social media.
  13. **Pre-Competitive Challenge and Workshop update.** The date for pre-competitive challenge is confirmed - April 27. Will run 4-5 hours depending on interest. Working on the schedule of events, need to confirm whether we are offering a workshop or a clinic. Can offer a badge workshop and see if there is an interest. Also looking into lollipop draw with small prizes.
  14. **Bid for Hosting Canadians.** Available years are 2027, 2028, 2029 – deferred until process is confirmed.
  15. **Website updates.** Susan asked for ideas what we want to see on our website. She will get access and will take care of keeping it updated. The board will be contacting Susan when any forms need to be posted or any info has to be updated.
  16. **Coaching Course, NCCP** – interest confirmed, 7 participants. Date TBA. Will start with theory, BTF online, followed by a practical course. Valuators need to be confirmed. Laura will confirm the date with Dana and get back to the clubs. Aiming for 1-month notice to give everyone time to finish the theory.
  17. **Provincial gifts.** Confirmed the long sleeve crewneck with logo. Meghan will add the request to provide the sizes to the form.
  18. **Flag Banners.** Deferred.

### **New Business:**

19. The board discussed possibility to have a **closed portal** for members and coaches to access their credentials and levels (e.g. C1, Recreational, BN, A). Right now, Dana at CBTF is the one who has information on trainings and levels of all coaches. Technical Chair and CBTF Technical Representative and athlete's coach have information on badges information of all athletes. Shared access to athletes information raised privacy concerns among board members.
20. **50/50 Update** – the winner was announced and email was sent out to Kayle M. Also an email was sent to the athlete leader winner Charlotte.
21. **Next Fundraising event** – a list of available option was emailed to the board by Susan. one of the options is Bingo for kids and families with tickets sold at the door - Susan look into licensing requirements from LGA. Kristin suggested Bombers tickets for the game on June 12<sup>th</sup>, run as a group event wearing t-shirts. Susan will look into it and email the board at a later date. We need to run 4 fundraising events a year to meet the budgeted \$2,000 in fundraising revenue.
22. RRC students who are doing a paper on MBTSA reached out to the Chair. Trina confirmed they will sit with the board at the Unicity event and she will arrange for an opportunity to talk to the competitive athletes and the judge Dana. Trina will need a list of kids who cannot be photographed.
23. **Screening Committee.** Meghan reported we have no coaches in Risk-level 1. Risk-level 2: 4 coaches completed all requirements; 2 coaches partially completed. Risk-level 3: 4 coaches completed all requirements, 6 coaches partially completed the requirements. Meghan will reach out to those who haven't completed all requirements with a reminder.

Screening committee asked the board for directions as ½ of our coaches haven't completed the screening. Meghan has an email from sport MB stating enforcement is up to the MBTSA. The board agreed to send a formal letter to all clubs stating that for all members not in good standing access to resources and facilities is limited to non-member access, and reminding that their liability won't be covered by insurance.

***Next Meeting: Board Mtg: April 6, 2025 – Sport MB 10:00 a.m. to 1:00 p.m.***

***Adjourned 12:45pm***

	<b>Actions from Meeting</b>	<b>Responsible</b>	<b>Est. Resolution Date</b>
	Send a link to the training for the grant	Kristin	May 4, 2025
	Compile video for World Baton Twirling Day and upload on IBTF website	Vika	April 10, 2025
	Inventory spreadsheet to be available on Google Drive	Trina, Sarah	TBA
	Add SafeSport to the strategic planning meeting agenda	Trina	May 4, 2025
	Send email to the clubs re: volunteer recognition day	Kristin	April 27, 2025
	Confirm the date for Coaching Course with Dana and email the clubs	Laura	TBA
	Gifts for Provincials – long-sleeve crew-necks	Kristin	April 22, 2025
	Email the clubs that members not in good standing will be limited in access to resources	Screening committee	TBA
	Look into details of potential Bombers game fundraising and licensing requirements for Bingo; provide the board with details	Susan	TBA