 **ATHLETICS YUKON**

**BOARD OF DIRECTORS MEETING** February 19, 2019 – Sport Yukon

**AGENDA/MINUTES**

Present: Kristen Johnston; Don White; Lauren Whyte; Bonnie Love; Rob Gillis

Regrets: Kristy Petovello; Amelia Fraser; Ben Yu-Schott

1. Call to order: 7:05 pm

2. Additions to the agenda: none

3. Approval of the agenda: approved

4. Review of January 2019 meeting minutes: approved

5. STANDING ITEMS

1. Lotteries Applications:

* Bonnie has received applications for BMO Vancouver, Calgary, and Kelowna (Nimble Bear 50 KM). PDF form is working very well. **Rob** to add Lotteries application deadline table from website to Facebook page.

1. Funding Applications: nothing new.
2. AY Timelines:

* Results from 2018 will be recorded in the results database by **Lauren**.

1. President’s News:

* Kristen raised the issue of coach per diems. Everyone agreed it is a good idea and that we should tie our rate to the YG rate. The coach is responsible for telling Bonnie when they left and when they came back to Whitehorse. No receipts are necessary.
* Kristen and Don discussed the necessity of scheduling a trial day for selections for the Western Summer games, sometime in July.

1. FH Track:

* Don and Kristen have a meeting scheduled for April with a lot of the track stakeholders to discuss when the track should be complete. Don has been told by John Striecker that it should be finished by June 2019.
* Kristen wrote a letter to Nick, the primary YG project manager, pointing out the flaws in the plan. She will send this letter prior to the April meeting.
* Kristen will send a letter to Ministers Striecker and McPhee to ask for a meeting to discuss the acquisition of equipment and the operating model, but only after the April meeting. There is general agreement that we need to go into these meetings with a positive attitude and a clear agenda.
* Agreement to discuss the agenda more in depth at the March meeting when more board members are in attendance (hopefully).

1. AY website:

* **Rob** to add more pictures to the website from the Facebook page. Reminder to everyone to take pictures of their events when they are race directors and post to Facebook page.

6. OLD BUSINESS

1. Equipment List:

* Don found this Excel spreadsheet in the Dropbox. **Bonnie** to add the values to the list.

1. Policy Development:

* **Lauren** to put the box with passage and amendment dates into the policy footers.
* Kristen noted that Canada Winter Games has, for the first time, allowed athletes to select the gender with which they identify. We may need a policy on this at some point.

1. Background Screening Policy - Passed

* We are waiting to hear back from Tracey Bilsky about template letter for the vulnerable sector criminal records check.
* **Amelia** to create forms for volunteers, chaperones and coaches to sign that includes their tombstone information, the applicable section from the Code of Conduct, and an acknowledgment that they have had a criminal records check completed.
* Lauren created a criminal records confirmation Excel sheet, which is saved in the Dropbox under “Criminal Records.” **Kristen** and **Don** to identify people who need to get this confirmation form.

1. Code of Conduct Policy – Passed

* **Lauren** to amend our Code of Conduct to add points from Manitoba Code of Conduct - done.

1. Harassment Policy – Needs more work

* **Lauren** emailed Tracy Bilsky at Sport Yukon to see if they have a Harassment Policy template, what their mandate is in this area, and to ask whether there is a person who can act as a first point of contact for a complainant alleging harassment. Now waiting for a response.

1. Sponsorship Guide

* Proposed sponsorship guide - tabled to see what happens with the track.

1. Athlete Travel Document

* **Amelia** will work on combining the YG form and the Manitoba form and making the resulting AY form into a Word document.

1. Amending bylaws

* **Lauren** to resubmit the amended bylaws to Corporate Services.

1. Tuesday/Thursday Events:

* General discussion about the dropping attendance at Tuesday/Thursday night runs.
* Don suggests that we ask our membership what they think about continuing the Tuesday fun runs. They have been going every Tuesday for the last 30 years with Marg and Don and Marg is getting tired. **Rob** to put a poll on Facebook with the following options:

1. Cancel them entirely
2. Run them only in May, June, and July
3. Cut back frequency to once or twice a month
4. Buffs

* Kristy has ordered the buffs!

7. NEW BUSINESS

1. Calendar:

* Request to add ½ marathon on Black Street stairs to the calendar – denied.
* Rob already has a draft calendar up. **Kristen** will send Rob the dates for the school races.
* 2019 race assignments:
* Crocus Run (May 5): Rob
* Haeckel Hill (May 25): Ben
* Solstice Run (June 18): Kristy
* 5 KM Championships (July 9): Don
* 10 KM Championships (August 13): Amelia & Lauren
* The Baked One-Miler (August 20): Kristy & Kristen
* The Claim (August 25): Lauren
* Cross Country Championship (September 22): Kristen & Bonnie
* Last Gasp & AGM (October 1): Don
* Solstice Run (December 21): Bonnie

8. Next meeting date: March 25, 2019 at 7:00 pm

9. Adjourn: 9:10 pm