 **ATHLETICS YUKON**

**BOARD OF DIRECTORS MEETING** March 25, 2019 – Sport Yukon

**AGENDA/MINUTES**

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

Regrets: Kristy Petovello; Ben Yu-Schott

1. Call to order: 7:10 pm

2. Additions to the agenda: none

3. Approval of the agenda: done

4. Review of February 2019 meeting minutes: done

5. STANDING ITEMS

1. Lotteries Applications:
* Lotteries are changing their rules again on April 1st. The main changes are that the eligible amount now is just $200.00 (not 50% up to $200.00) and members from the communities can $200.00 plus 50% of their travel costs to Whitehorse.
* Bonnie hasn’t gotten anything back from Lotteries regarding the batch of applications she submitted around March 1st. She will follow up.
1. Funding Applications:
* **Bonnie and Don and Kristen** will work on the YRAC and YS4L applications, including a list of equipment we need (carpenter’s wheel, spikes, throwing shoes, snowshoes, a shed for track equipment, possibly Air North gift certificates and uniforms), as well as summaries for 2018/19 and 2019/20. These applications are due towards the end of April.
* Requests could also include coach development and race travel support. There was some discussion about a better way to create a track for AWG snowshoe racing.
* Kristen thinks we should be holding a $50,000 contingency for equipment repairs, etc. (we currently have $35,000). Also, we should ask FH/Education whether we can put a shed near the track just to store our track-related equipment.
1. AY Timelines:
* Results from 2018 will be recorded in the results database by **Lauren**.
1. President’s News:
* Don and Kristen had a meeting with North American Indigenous Games (NAIG) which are being held in Halifax during the second weekend of July 2020.
* They want to have NAIG training sessions. Don and Kristen made clear that the NAIG kids are welcome at the AY training sessions but we will not be able to provide separate training just for them. NAIG will be hiring a separate coach (not yet identified).
* Kristen has been asked whether we have a brochure/pamphlet about a youth track and field program (which we don’t). **Amelia** to check with Liz Sutton to see if she would be interested in taking this on for us.
1. FH Track:
* Kristen sent an email to Nick and Andrea about concerns about the shot put and pole vault pit and hasn’t received a response (however, it is possible that they have been away away). Kristen to follow up.
* Don and Kristen have a meeting scheduled for April with a lot of the track stakeholders to discuss when the track should be complete. They will ask for an agenda if one isn’t sent in advance.
* 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.
* One possibility would be the City controls the bookings, and Education gets the first bookings (during school hours), then AY, then soccer, then perhaps available for the public. We would want two to three days (Monday, Wednesday and Friday) per week.
* Questions to ask:
	+ Will the track be gated/locked or easily accessible to the public?
	+ If it is locked, who will control the bookings for the track?
	+ Could we put a shed/Seacan nearby for storing equipment?
1. AY website:
* No new issues.

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.
1. Background Screening Policy - Passed
* We are waiting to hear back from Tracey Bilsky about template letter for the vulnerable sector criminal records check.
* **Lauren** 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 the criminal record check done.
1. Harassment Policy – Needs more work
* Laurenemailed 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. **Lauren** to follow up.
1. Sponsorship Guide
* Proposed sponsorship guide - tabled to see what happens with the track.
1. Athlete Travel Document
* **Amelia** to compile the YG and the Manitoba forms to make an Athlete Travel Document form.
1. Amending bylaws
* **Lauren** resubmitted the amended bylaws to Corporate Services. We are now waiting for a response.
1. Tuesday/Thursday Events:
* Tuesday runs: Don says that Marg is still willing to time, but cannot commit to participating every Tuesday. Rob put a poll on Facebook about changes to these events and we got a lot of responses back.
* Decision to have two timed runs per month and two self-timed runs per month, from May to August. The self-timed runs can be organized and run by volunteers, and all they have to provide are the forms and water. The two-timed runs per month will be taken care of by Don/Marg or AY board members.
* Agreement to assign timed runs to board members at the next board meeting.
* Thursday runs: Kristen sent two emails to Nancy about the Thursday night runs but has not received a response. Rob to texted Nancy to ask if she got the emails, she responded saying that spoke with Ben this afternoon. To discuss with Ben at the next meeting.

7. NEW BUSINESS

1. Track Rascals: Kristen is going to initiate this program for young children and Rob is willing to help. Will likely start in May-June this year.
2. Membership forms: **Bonnie** will change the membership forms in the Sport Yukon lobby and online to 2019.

8. Next meeting date: April 16, 2019 at 7:00 pm

9. Adjourn: 8:50 pm