 **ATHLETICS YUKON**

**BOARD OF DIRECTORS MEETING** April 16, 2019 – Sport Yukon

**AGENDA/MINUTES**

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

Regrets: Kristy Petovello; Ben Yu-Schott; Rob Gillis

Guest: Nancy Thompson

1. Call to order: 7:10 pm

2. Additions to the agenda: AWG; AY Logo; Financials; Langley Track Meet

3. Approval of the agenda: not completed

4. Review of March 2019 meeting minutes: not completed

5. STANDING ITEMS

1. Lotteries Applications:
* Kristen reminded Don that the Lotteries applications for the Kelowna and Langley track meets were supposed to be in by April 15.
1. Funding Applications:
* The YRAC and YS4L summaries for 2018/19 and 2019/20 are done, along with the applications (though they still need to be signed by Kristen). These applications are due towards the end of April.
1. AY Timelines:
* Bonnie says that the insurance application is done.
* Jack is our only elite athlete – he hasn’t submitted the paperwork to us. **Don** to follow up with Jack.
* **Lauren** to initiate Tuesday/Thursday event sponsorship with Coast/Sports Life.
* **Bonnie** to follow up with Dave’s Trophy and Medals to order more general AY medals for the year.
* Sanctioned clubs/events have already got their paperwork in.
1. President’s News:
* Brochure/pamphlet about a youth track and field program – Kristen came up with a draft pamphlet. Kristen will adjust the times and locations and then distribute.
* Kristen also decided that memberships for board members should be free and those who have already paid should be reimbursed.
* **Kristen** to send an email to ask for clarification on coaching exemptions.
1. FH Track:
* Nick told Kristen that they changed the plans for the track and hadn’t sent the new specs to Kristen. Most of our concerns have been addressed in the new plans but they are adding a tennis court to the track that will not be fenced (?).
* The multiple-organization/YG meeting is happening tomorrow and Kristen and Don will attend for AY. Kristen has a list of questions she plans to ask.
1. AY website:
* Nothing new.

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:
2. Background Screening Policy
* We are waiting for Sport Yukon to send us template letter for the vulnerable sector criminal records check.
1. Harassment Policy
* **Lauren** to revise the policy. Board decision that we will provide options for people suffering from harassment in our policy. The options include speaking to a coach, an AY board member, Sport Yukon, and calling the Canadian Sport Helpline (1-888-837-7678).
1. Sponsorship Guide
* Proposed sponsorship guide - tabled to see what happens with the track. *Remove from agenda*, *BF to next winter*.
1. Athlete Travel Document
* **Amelia** to compile the YG and the Manitoba forms to make an Athlete Travel Document form. This needs to be done by mid-May.
1. Amending bylaws
* Lauren resubmitted the amended bylaws to Corporate Services. We are now waiting for a response. Tabled.
1. Tuesday/Thursday Events:
* Tuesday runs: Decision at the last meeting to have two timed runs per month and two self-timed runs per month, from June to August. Don has said that Marg will cover May.
* 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 May board meeting – we were unable to do this at the April meeting as there were so few board members in attendance.
* Board decision that the Tuesday run descriptions on the calendar will stay the same.
* **Lauren** to post board decision on Facebook that self-timed runs will be organized and run by volunteers – anyone interested in volunteering is invited to come out to the May dates and learn how to organize and time.
* Thursday runs: the board had a good conversation with Nancy about the Thursday runs. **Bonnie** will make up a form for Nancy so that runners can record their times (and that they are back) that also has waiver information.
* We will also make clear on our website that starting this year, runners will be recording their own time. **Rob** to post to the website: Rules for Thursday trail runs: no earbuds, follow the flags, everyone needs to sign in at the end of the run by recording their time or “N/A”, call Nancy if lost (Nancy has given permission for us to post her cell phone number on the website).
* We will have a board member attend the first trail run to take membership forms from Nancy.
* Board decision to offer Nancy a free membership in appreciation for all of her hard work. **Kristen** to email her to let her know.
1. Track Rascals: Kristen wanted to initiate this program for young children but has decided to table it until 2020 when we will have access to a track. *Remove from agenda, BF to 2020*.

7. NEW BUSINESS

1. AWG (March 2020): board members who can help out should fill out the online volunteer form and put down that we are interested in volunteering for snowshoeing so we can help Don out. **Lauren** will post on the Facebook page with instructions for volunteering, **Rob** to post on the website.
2. AY Logo: Kristen noted that our logo is always blurry. Amelia said that Liz suggested that Ted Tucker could help us with our graphic design needs (Liz has a concussion to is out of commission).
3. Financials: board decision to set aside $20,000 on the books as a contingency fund.
4. Langley track meet (June 15 – 17): Don and Lisa have to fill out the coach event form and Lisa has to get a criminal record/vulnerable sector check done.

8. Next meeting date: May 14, 2019 at 7:00 pm

9. Adjourn: 9:15 pm