 **ATHLETICS YUKON**

**BOARD OF DIRECTORS MEETING**

February 28, 2023

7:00 pm

**AGENDA/MINUTES**

Present: Kristen Johnston, Don White, Kelli Anderson, Micah Quinn, Graeme McConnell

Regrets: Bonnie Love, Harry Borlase

1. Call to order: 7:10pm

2. Additions to the agenda:

3. Approval of the agenda:

4. Review of past meeting minutes:

5. PERMANENT ITEMS

1. President’s News:
* AGM is happening June 2-4. Gift package: Amanda at Tourism Sport Yukon with AY gift (buffs) 30-40 bags. Wildlife Preserve and supper in town; McBride Museum with caterer, or restaurant. $2000-$3000 budget for swag and activity. Kristen looking for caterers for McBride event. Harry to send contact for person to do a land acknowledgement.
* Buff style approved. Lightweight. Kristen to order 250.
1. Funding Applications:
* CDF – request was NOT approved – throwing cage will have to be deferred. Kristen will reach out to find out why.
1. AY Timelines
* February
	+ Paperwork initiated for sponsorship for Haeckel Hill Run – Yukon Energy. Budget for past fiscal required. Permission given from construction company to hold the race along with extra sponsorship money; may need to tweak the finish line.
	+ Snowshoe Series – Volunteers needed for the race March 23rd. 12 registered for the series and 3 registered so far for the race.
	+ City’s Volunteer of the Year award application due sometime in March
	+ Submit booking for track. (Kelli add to timeline form)
* March
	+ Spring Sponsor thank you post Kelli
	+ Sponsor recruitment letter Kelli
	+ Kristen and Bonnie Complete final summary reports for YRAC/YS4L approved funding.
	+ Initiate Lotteries Yukon Recreation Grant
	+ Summer 2023 track schedule: full track and field for 5k & wildlings – request submitted.
	+ March 15 - City of Whitehorse Recreation Grant deadline Kristen
	+ YRAC/YS4L Applications generally due in this time frame.
	+ YRAC/YS4L accountability reports need to be in by March 31st
	+ Asset management review (Kelli move to May on timeline form)
	+ High Performance Officials Funding Claim report due March 31 (Kelli to remove from timeline form)
1. Lotteries Travel Program: travel plans not required at this time.
2. FH Track
* Need to plan to meet with Trevor (sport & rec) and Dept of Education about next phase of development and permanent location of SeaCans. -- reach out in new year
* Summer 2023 track schedule should look to prioritize booking entire facility for Tuesday nights 5k/kids run club. -- full facility for Tuesday & Thursday plus a weekend.
* All bleacher anchors (grass and cement) to be added in the spring.
* Ramps and signage vandalized/missing. Can ramps be attached to SeaCan or moved inside SeaCan?
* Track etiquette signs. Do we want physical copies at the track or just digital on website/socials?
* Potential to purchase cage or more bleachers with extra funding.
1. Strategic Planning
* Still looking for a tech volunteer/part time employee – Kelli to draft job posting for funding application. Kelli offered to take on this role for the year while tracking tasks and hours to properly assess the position should we hire someone else in future years.
* Dropbox costs – Kristen will try changing email on her account
* Increase coaches – advertise on social media in New Year RJTW online course March 28-30th
1. AY website:
* Kelli to add meeting minutes to website
* Board of Directors: update & include photos/bios? -- Kelli to make a questionnaire to send to members. ALL MEMBERS send selfie for website to board email address.

6. ONGOING ITEMS

1. Affiliate clubs/bylaws
2. First Aid
* Board will cover costs for First Aid recerts with submission of receipts
1. Criminal record checks
* New members and coaches need criminal record checks –
1. Banking
2. Membership
* Kristen to look into: Elementary and High School memberships for athletes participating in track meets with small fee.
* Kelli will do another round of social media posts prior to our spring events.
* Information session for people interested in coaching. Kristen has shared the RJTW coaching session opportunity on social media.
1. Events
* Wildlings Kids Run Club. Harry will have a winter meeting with the coaches to plan for spring 2023 and potential fall session. Have coaches register for the RJTW training.
* Additions for 2023: Learn to Run program for KRR, Fireweed Market Run, Rendezvous Main Street Mile, more ‘fun/themed’ events. Micah to reach out to Nancy about shifting the Thursday night trail runs to accommodate a Thursday market run.
* Kelli will draft 2023 calendar for next meeting. All Board Members please look at your event on the website to see if the write up needs to be updated.
* Kelli to contact Whitehorse Hospital about Run for Mom running clinic – email sent, no response.
* Board Members responsible for calendar events:
	+ Crocus Run: May 6 > Don
	+ Haeckel: May 27 > Ben
	+ Southern Lakes: group event. Don, Bonnie and Kristen to reach out to resort March 10-18
	+ Summer Solstice: June 20 > Don and others
	+ XC Championship: Sept 23 > Kristen
	+ 5000m track: Micah (dates need to set)
	+ 5k Championship: August 1 > Graeme
	+ 10k Championship: July 4 > Graeme
	+ Baked 1 miler: August 29 > Harry
	+ 10 miler: August 27 > Kelli
	+ Winter Solstice: Dec 16 > Bonnie
	+ Try It event: May 26 or 28 and June 6 or 8 >100m, long jump, shotput. Day of event registration $5 with special insurance
* What’s Up Yukon: share calendar of events Micah to call them.
* May 24th high school and May 30th elementary school track meets. Board Members asked to help if available.

7. NEW BUSINESS

7.1 Board job assignments

* Folks should take the ‘safe sport’ and ‘officiating 101’ free seminars on Athletics Canada website or log in to thelocker.ca and register.

7.2 Wind jackets and board apparel

* Jackets for Micah and Graeme have arrived.

7.3 Uniforms

NEXT MEETING DATE:

Regular Meeting March 28, 2023 @7pm