 **ATHLETICS YUKON**

**BOARD OF DIRECTORS MEETING**

July 25, 2023

7:00 pm

**AGENDA/MINUTES**

Present: Kelli Anderson, Micah Quinn, Graeme McConnell, Don White, Bonnie Love

Regrets: Kristen Johnston, Harry Borlase,

1. Call to order: 7:08pm

2. Additions to the agenda:

* CMA eligibility > AC member but not Canadian Masters National; need to be CMA members to qualify for records/official event. Ryan Lief offered to pay for all masters to be members (~80 members @ $10/person). Alternately we can pay for just the members participating in the event. Going forward we will add this to our Interpodia registration.
  + May need to add an extra fee for snowshoeing. Can be added to the cost for the series.

3. Approval of the agenda:

4. Review of past meeting minutes:

5. PERMANENT ITEMS

* President’s News:
* Funding Applications:
* Approved funding application from Sports Foundations

* AY Timelines
* August
  + 3rd week
    - AGM usually held within 6 weeks of year-end (August 31), notice to membership has to be provided 10 days in advance of meeting.
  + 4th week
    - Last bank deposit for fiscal year
    - August 31 – end of AY financial year
    - August 31 – deadline for Jan to June of next year ‘Whitehorse Events & Festivals’ Funding Application Due
    - Review Event Summary(s) from August Events > Kelli to remove from timelines
* Lotteries Travel Program:
* Kelli to promote on socials in Sept for Fall events. > Victoria Marathon
* FH Track
* Kristen plans to meet with Trevor (sport & rec) and Dept of Education about next phase of development and permanent location of SeaCans. -- Plans to discuss Phase 2 > throwing cage needed for safety. Loop in Dept of Ed point person.
* Kristen made a list for Trevor: Electrical, Trash Cans, Curbing, steeplechase barriers, bathrooms, throwing area. AY to pay for cage. Area to be paved. One ramp has been installed by John.
* Gate key: Don purchased a new lock that fits the existing keys.
* Don to change lock codes on SeaCans. Set up policy for code access.
  + Spring/Summer Items
    - All bleacher anchors (grass and cement) to be added in the spring.
    - Ramps: one ramp has been put in place by John.
    - signage vandalized/missing.
    - 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.
    - Garbage cans
* Strategic Planning
* Dropbox costs – Kristen will try changing email on her account.
* Sponsors > send sponsor request letters in the Fall.
* Increase coaches.
  + Advertise on social media.
  + Coaches for kids aged 10-13 > parents requesting programming/summer camps for this age after elementary school track meet. Ask Sport School and University students home for the summer. Potential for 2024 season.
  + Track Rascal parents also asking for program to continue into the summer/fall.
* AY Website/Trackie/Interpodia:
* Kelli to add meeting minutes to website.
* Partner logos Kelli to add to website > waiting for Yukon Gov logo
* Interpodia town-hall July 6 @1pm ET > Kelli attended. The new program will soft launch in Sept and hard launch in Oct. We need to create test accounts to get to know the system. Membership system configuration: July 24-31; review and testing July 31. Next meeting date: August 8th
* Sport Administrator/Event Planner
* Kelli to set up Canva team access for board members > new requests sent to Bonnie and Kristen.
* Same Game application > submitted application for Oct session
* Meeting with the City of Whitehorse re: port-a-potties > cost is increasing from $2500 per port-a-potty to $6000. The CoW is looking at cost sharing for next year.
* Backyard Ultra event in Whitehorse > board is in favor of this event. Brad can use the sanctioning form for event insurance. Kelli will send email to members to gauge interest. Kelli will help to apply for CoW special event grant deadline Aug 31st.

6. ONGOING ITEMS

* Affiliate clubs/bylaws
* Ironwomen
* Ironwomen Juniors Camp
* Ironwomen Seniors Camp
* Ironwomen After School
* First Aid
* Board will cover costs for First Aid recertification with submission of receipts.
* Criminal record checks
* Athletics Canada uses Stirling Backcheck; we will stay with this.
* Banking
* Membership
* Visitor (out of towner) drop into events. Participants need to sign waiver, provide email address, and collect $10 fee.
* Events.
* School Track Meets: May 24th high school and May 30th elementary
* Track Rascals
  + May 17 – June 14. Figure out what we will pay for in future years. This event went in the hole this year. Increase fee for 2024. Reach out to sponsors in the fall for next year: Coyote Ice Cream, Riverside Grocery, Klondike Kettle Corn, Agellina’s Toy Boutique.
  + Lots of positive feedback from parents. Start earlier next year to give it a full 6 weeks. Harry will look into running a Fall session.
  + Harry to send out email with poster that highlights kid friendly events.
* Trail Runs
* Board Members responsible for calendar events:
  + Fireweed Market Runs:
    - May 25 (Kristen and Micah)
    - June 29 (Micah and Kelli)
    - July 27 (Don and Graeme)
    - August 31 (Don and Kelli)
    - Sept 21 (Kelli and Micah)
  + Crocus Run: May 13 > Kelli
  + Haeckel: May 28 new start time 9am > Ben
  + 5000m track: June 4 @ 1pm > Graeme
  + Summer Solstice: June 22 > Don and others
  + Southern Lakes: June 24 > Date for 2024 June 22: confirmed with Oliver. Kelli to book cabin.
  + 10k Championship: July 6 > add aid station for next year.
  + 5k Championship: August 3 > Graeme Kelli to send Graeme participant list and waiver. Don to mark the route with Graeme. Graeme to use reusable AY cups for water stations and swag.
  + Baked 1 miler: August 24 > Harry. Graeme will give the gift cards to Harry.
  + 10 Miler: August 27 > Kelli Bonnie will drop off map and race refreshments to Kelli. Ask Ironwomen to help at aidstation
  + XC Championship: Sept 16 > Kristen Kelli to add registration link to website.
  + Inventory as a group > Sept 17 @ 10am
  + AGM > October 24th
  + Winter Solstice: Dec 16 > Bonnie
* Advertising:
  + Newsletter: April, July, Sept, Dec
  + Future Events:
    - Radio: CKRW/CBC,
    - Posters: CGC, Downtown, Horwoods, Sport Yukon,
  + Yukon News Fall/Winter Recreation Guide > ask to be added to Spring/Summer mailing list

7. NEW BUSINESS

* 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.
* Board apparel
* Uniforms

NEXT MEETING DATE:

Regular Meeting August 29th @ 7pm