 **ATHLETICS YUKON**

**BOARD OF DIRECTORS MEETING**

November 28, 2023

7:00 pm

**AGENDA/MINUTES**

Present: Kristen Johnston, Bonnie Love, Don White, Kelli Anderson, Rodney Hulstein

Guests: Brad Heron, Tyler White

Regrets:

1. Call to order: 7:05pm

2. Additions to the agenda:

* Brad (Sunshine Shuffle Whitehorse) > backyard ultra
	+ CDF approved $8800 to be deposited to AY to distribute to vendors
	+ Photographer > help with marketing for following years
	+ Private sponsors to cover $1500 shortfall for items not covered
	+ Board will update Sanctioning Form and get the finished copy to Brad to review.
	+ Should there be a discount for AY members?

3. Approval of the agenda: yes

4. Review of past meeting minutes: yes

5. PERMANENT ITEMS

* President’s News:
	+ Athletics Canada SAGM in Ottawa in December
		- AC increasing membership plan costs
		- Interpodia will be present at the SAGM > if there are issues or questions let Kristen know.
	+ AWG registrations need competitive membership
	+ Updated transgender policy has been issued by AC > we will adopt the same policy.
* Funding Applications:
	+ CDF approved for backyard ultra (see above)
* AY Timelines
* October
	+ 1st week
		- Asset management review
	+ 2nd week
		- Oct 15 – CDF Funding deadline – Tier 1 <20,000
		- Oct 15 – Lotteries Yukon Recreation Grant deadline
		- Oct 15 – Recreation Project Program (via Lotteries) application deadline – NOTE This is the only deadline for Major Projects Funding Applications
	+ 4th week
		- Sport Yukon Active Member Awards – paperwork due generally last week in October
			* Nominate NT for award
		- Select active members and submit to Sport Yukon - $20 each
* November
	+ 1st week
		- Write a “Thank you” advertisement for social media, as well as a letter to each of the major event sponsors from the previous year.
	+ 4th week
		- Sport Yukon Active Member Awards
* Lotteries Travel Program:
* All outstanding 2023 applications have been processed.
* FH Track
* Kristen met with Trevor and he is working on track updates.
* Look to have bleachers installed into the hillside
* Meeting planned (no date) with Mayor and council to discuss needs at the track.
* Upgrades: Electrical, Trash Cans, Curbing, steeplechase barriers, bathrooms, throwing area (AY to pay for cage. Area to be paved)
* Don to has changed lock codes on sea cans to OPEN.
* During the winter Board to set up policy and MOU for code access and equipment use > plan to attend spring staff meeting at FH Collins to discuss. Kelli messaged Soccer about their sea can access and they don’t have a formal system in place.
	+ Spring/Summer Items
* All bleacher anchors (grass and cement) to be added Don/John
* Ramps: one ramp has been put in place by John/Don.
* Track etiquette signs > Spring 2024
* Potential to purchase cage or more bleachers with extra funding.
* Garbage cans
* Request from Luke Henderson (graffiti task force) about utilizing the sea cans as an extension of the graffiti wall > on the list for 2024
* Collin with Northern Cultural Expressions $10000 to do a mural on the sea cans > option for when a permanent structure is in place.
* 2024 Track schedule
* Strategic Planning
* Sponsors > sponsor request letters for 2024 events
	+ Ideas: Crocus run > Decora, Track rascals > Angellina’s
* Increase coaches.
	+ AWG > do we need coaches? Someone to help with training the kids?
		- Sport School Alum?
	+ 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 > on agenda for 2024
* AY Website/Trackie/Interpodia:
* Kelli to add meeting minutes to website.
* New registration system is set up and on the website. Code for board members to register Board2024. Board members are responsible for their own registration.
* Still using Trackie for events until 2024.
* Visitor (out of towner) drop into events. Participants need to sign waiver, provide email address, and collect $10 fee. > add to Interpodia in 2024
* Sport Administrator/Event Planner
* 2024 Board meeting room bookings > back to first Tuesdays of the month
	+ February 4th noon start Kelli to book boardroom
* Newsletter items > Lotteries, Board Members, Southern Lakes, Snowshoe series, Backyard Utra, Hoodies/Buffs
* Add hoodies ($60) and buffs ($15) to Trackie for purchase.
* Rec Expo 2024 > we are on the list for this
* Attended Hope on the Horizon: Sport Tourism, True Sport, Insurance Policy, audited(?),
* Gender Equity in Sport > Nov 30th via zoom

6. ONGOING ITEMS

* Affiliate clubs/bylaws
* Ironwomen
	+ Registration for 2024 after school clubs will open in mid-Dec.
	+ Mental health policy. Policy/procedure for kids who indicate desire for self-harm > duty to report/imminent risk 911/child welfare. Is there a course in the Locker for training.
* First Aid
* Board will cover costs for First Aid recertification with submission of receipts.
* Criminal record checks
* Tyler White
* Banking
* Membership
* Events
* Inventory as a group > Spring 2024
* Winter Solstice: Dec 16 > Bonnie
* Snowshoe series 2024 Thursdays Feb29-Mar21(race)
* 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
* All board members should take the ‘safe sport’ and ‘officiating 101’ free seminars on Athletics Canada website or log in to thelocker.ca and register.
* Board apparel
	+ Jackets for new board members and Mike.
* Uniforms

NEXT MEETING DATE:

Regular Meeting > January 9th at 7pm