

Saint John Track Club Directors Meeting

Date: March 17, 2015

Attendees:

✓ Bill MacMackin	✓ Luc Cormier	✗ Sue Ellis Loparco
✗ Dave Thomas	✓ Peter Shanks	✓ Violet Brown
✓ Jason Reindl	✓ Rachelle McDonald	

1.0 Call to Order

The meeting was Called to Order by Bill MacMackin at 6:32 p.m.

2.0 Approval of Agenda

Motion: Jason Reindl

Seconded: Rachelle McDonald

MOTION CARRIED

3.0 Approval of Previous Minutes

Motion: Luc Cormier

Seconded: Rachelle McDonald

MOTION CARRIED

4.0 New Business

4.1 Reports

4.1.1 Presidents Report

4.1.1.1 Treasurer Transition

Bill MacMackin noted that boxes of files have been handed over to Luc Cormier. There are forms requiring signature to finalize the process. The software, Quick Books, is available to both Luc and Bill will continue to support Luc throughout the transition.

4.1.1.2 Field House

Bill MacMackin noted that the City of Saint John has approved their budget to include the contribution of \$4.2 million to the project of building the indoor race track complex. The project is one of their three top priorities with the Mayor and Councilors on board. This is contingent on other funding being received and the ice rink as a second phase. As noted in the last meeting, Bill will be taking lead on the entire project and will be asking for support in other areas of the club's needs.

An update will be sent shortly to all SJTC Members.

4.1.1.3 East Coast Games

SJTC will be part of the East Coast Games on June 26-28, 2015. There are expectations of seven (7) sports (Athletics, Basketball, Lacrosse, Rugby, Soccer, Softball, and Swimming) and over one thousand (1000) athletes.

The track portion will be scheduled under the lights on Friday evening (approximately 8pm to 10pm) and finishing Saturday morning (approximately 9am to 12pm).

This event, affiliated with the Maritime Track League, is open to all ages. One Chair Person from each group will work together on coordination along with Discover Saint John.

The website is www.eastcoastgames.ca. Jason is working with the designer to include all the information.

Volunteers will be required.

4.1.1.4 Call for proposal – ANB Staffing

Athletics NB announced a partnership opportunity for hiring of a new full time staff position being created in New Brunswick. The new position will assume the responsibility of Provincial Coordinator for Run-Jump-Throw-Wheel (RJTW), Youth Road Running and the new Introductory Competitive Program to replace Hershey. SJTC revenue was reviewed to determine that the Club could support the partnership of this full time position and the Board of Directors confirmed the interest and the ability to enter a proposal.

Letters of support were requested from the Town of Rothesay, Town of Quispamsis, City of Saint John, UNB and the YM-YWCA.

The Request for Expression of Interest documentation will be sent out to all Members for review and input.

Motion: Luc Cormier

That the Presidents Reports were approved as reviewed and the Request for Expression of Interest for ANB partnership opportunity will be reviewed by all members and submitted by the end of the month.

Seconded: Peter Shanks

MOTION CARRIED

4.1.2 Coaches Report

4.1.2.1 Coaches Report

It was recognized that the practices, staffing & coaching were all working well this season. With only a few cancellations of practices due to winter storms and good access to the UNBSJ gym, parents and athletes are all happy.

Jason noted that the AGM reports are 98% complete and that this meeting will be in the White Bone Room. Jason's schedule noted his time in L.A. April 4-12 for Educational Training and in Florida April 29 to May 10 for Athletics Training with UNB Team Members.

A reminder will be sent out regarding the March 31st AGM and the need for coaches to run the Run-Jump-Throw practice that evening.

4.1.2.2 UNB Program

Jason Reindl offered a verbal report including the overview of the recent activities including the CIS – 3 athletes, 4 events, placing of 12th/12th/9th and 10th and noted it was a good trip. Also reviewed was the AUS Championships where 21 medals were received and the men placed 2nd overall & the women placed 3rd overall with 13 men's records and 11 women's record. Jason is now playing catch up on awards, invoicing, clothing, etc.

4.1.2.3 Fun Meet

A blue print of the gym is ready for the event. Jason is coordinating the events with the pizza (and cake) for the after party in the Table Tennis Room. Peter Shanks is coordinating the volunteers, including student support.

Motion: Violet Brown

That the Coaches Reports are approved as reviewed.

Seconded: Rachelle McDonald

MOTION CARRIED

4.1.3 Treasurer Reports

4.1.3.1 Financial Statement

Financial statements were reviewed by Luc Cormier where it was noted that the Canada Games funding application was complete and there is now additional revenue of \$10,000 from the Canada Games Corporation allocated to UNB for each year over the next three years.

Bill will work with Luc to determine the reports that are to be reviewed at the AGM meeting of March 31, 2015.

4.1.3.2 Expenses

SJTC is still waiting for UNB invoicing but revenue will be deferred for the expenses in the current fiscal year.

4.1.3.3 Year End

Bill is still trying to confirm, with the Management of the Excellence Program, the level of expertise and licensing required of an accountant to review the Year End reports. Another email was sent to the Excellence Program on March 17, 2015 to inquire on this. *Bill to follow up.*

Motion: Jason Reindl

That the Treasurer Reports are approved as reviewed.

Seconded: Violet Brown

MOTION CARRIED

4.2 Current Season – Outdoor 2015

4.2.1 Membership

The on-line membership registration for the Indoor Season has been closed and the registration for the Outdoor Season has been set up with several new members already signed up. It was recognized that the on-line registration went well with only a few members who didn't register or pay the membership fees.

A reminder will be sent out to all SJTC members to sign up for the new season.

4.2.2 Summer Staff

There was a call out for interested persons for the summer positions. Interest from several potential candidates were received with several more expected. Luc, Jason and Bill will be the interviewers of the candidates. It was noted that a new part time employee is required for the Run-Jump-Throw Summer Program as Erin is not available this summer.

A call out will be done for this RJT Position.

4.2.3. Spring Competition Schedule

The schedule was reviewed as presented on the SJTC website with Monday and Thursday for the RJT (ages 8-10) at 5:30-6:30pm, the Junior Development (ages 11-15) at 5:30-7:00pm and the Specialized Training Groups (ages 14+) at 5:30-7:00pm. The Masters Groups is helped on Monday, Tuesday and Thursday at 5:30-7:00pm. The new season starts on April 27, 2015.

Several events noted were the May 16 – Visually Impaired Meet, May 23 – Spring Meet, May 30 – NBI Regionals, June 2,8,9,10 – Middle School Meets, June 4 – RJT Meet, June 6 – NB Provincials, June 26-27 – East Coast Games and July 16 – Twilight Meet. All events are scheduled on the SJTC website of www.SJTC.ca.

The High School Practices were reviewed as Monday, Wednesday and Thursday at 4:30-5:30pm.

4.2.4 Coaches

Coaching support was reviewed and it was recognized that the first week of the Outdoor Season will require extra support as Jason, Bill and many athletes will be away for training.

An email will be sent to Jason's athletes and others to see who is available.

4.2.5 Volunteer Needs

The volunteers are required mostly for the scheduled meets. The full list of events will be documented and sent out to all the volunteer officials as well as parents. Options on how to obtain volunteers for the positions not requiring "official" certification were reviewed such as a sign up sheet for each event to be available at the March 31, 2015 AGM. It was recognized that emails requesting volunteers will be received several times by some people as their contact information appears

on several lists; i.e.: ANB as Officials, SJTC as Parents and Open Track Meet Athletes.

Jason has a template for Meet Requirements of Officials and Volunteers which he will share with Luc.

4.2.6 Insurance Certificate

Insurance Certificate currently in place but the Club is switching insurers as of April 1, 2015.

Motion: Peter Shanks

That the review of the outdoor season be approved as reviewed.

Seconded: Luc Cormier

MOTION CARRIED

The end of year celebration was reviewed and it was recognized that the format of the last season, that of hot dogs, cake, games & prizes, was well received and it was suggested that this format continue.

The SJTC Board of Directors meeting schedule was reviewed and it was suggested that twice a year the coaches are invited to join the meetings for their input and suggestions.

Invitations will be sent out to all coaches for a Spring and Fall meeting prior to the beginning of each track and field season.

5.0 Adjournment

A motion was received to adjourn the meeting at 7:32 p.m.

Motion: Peter Shanks

Next meeting –March 31, 2015 AGM.