# MCA Logo MCA Board Meeting Minutes

|  |  |  |  |
| --- | --- | --- | --- |
| Date: | September 23, 2013 | | |
| Time: | 6:00 pm | | |
| Location: | Sport for Life Centre, 145 Pacific Avenue | | |
| **Position** | | **Name** | **In Attendance** |
| President (Interim) | | Andy Romanovych | Present |
| Vice-President | | Christine Prendergast | Present |
| Secretary | | Anne-Marie Palfreeman | Present |
| Treasurer | | Michelle Moore | Absent |
| Provincial Program Co-ordinator | | Bill Gendron | Present |
| Mountain Bike Co-ordinator | | Dave Dorning | Present |
| Road Bike Co-ordinator | | Kim Mitchell | Present |
| Cross Co-Ordinator | | Gary Sewell | Absent |
| BMX Co-ordinator | | Steve Brown | Present |
| Kids of Mud Co-ordinator | | Karin McSherry | Absent |
| Recreation & Transportation Co-ordinator | | Currie Gillespie | Absent |
| MCA Executive Director | | Twila Pitcher | Present |
| Provincial Coach | | Jayson Gillespie | Present |

## Meeting Minutes

| Agenda Item | Presenter |
| --- | --- |
| **1. Call to Order** | Andy Romanovych |
| **2. Approval of Agenda** | Twila Pitcher |
| **3. Approval of August 2013 Minutes**  **Motioned: Steve Brown**  **Seconded: Christine Prendergast**  **Adopted** | AMP |
| 4. Old Business (Review and update of past action items) | AMP |
| 5. Financial Report  Motion to approve the monthly year to end of August 2013.  Motion to adopt: Bill Gendron  Seconded: Christine Prendergast  Approved | Twila Pitcher |
| 6. Constitution and By-law amendments  After discussion it was agreed that they will be no amendments to the constitution and by-laws, this year. | All |
| 7. MCA Board Elections  Vacant positions were identified and will be posted on the MCA Website | All |
| 8. 2014 License/affiliation rates  After a long discussion the following action items will take place:  **Twila will look into the cost of insurance for the coming year. She will also look into the cost of insurance for non competitive licenses vs. competitive licenses. Lastly Twila will find out if MB only race licenses would reduce insurance costs that could be transferred to the users.** | All |
| 9. LTAD Update   * There will be a Coach info session/ BBQ on October 05, 2013 | Jayson G. |
| 10. MCA AGM/Awards banquet  A lot of work is required this month to get this organized. | Twila |
| 11. Strategy meeting  **The December MCA meeting will be a strategy meeting to discuss the position of the MCA.** | ALL |
| 12. Reports (not discussed) |  |
| 13. Executive Director Contract  Upon review it was decided to re-new the ED’s contract. The Board is extremely satisfied with the work that Twila is doing. | Board of Directors |
| Next Meeting –  Monday October 21, 2013  Motion – Dave Dorning  Seconded – Bill Gendron  Carried. | All |

## Action Items

| Item No. | Mtg Date | Action Item | Assigned To | Target Date |
| --- | --- | --- | --- | --- |
| 2 | April 23, 2012 | **Commissaire development:**  Karin will pass draft of v.1 Commissaire Development policy to all other commissaires for comments. She will bring the matter back to board for further discussion at the next Board meeting. 22.01.2013 Discussed at meeting. Some version of this is still needed. Karin will look into this.  25.03.13 Deferred  17.04.13 Deferred  27.05.13 Deferred  24.06.13 Deferred  22.07.13 Deferred to November waiting for the Cycling Canada National policy.  26.08.13 Deferred  23.09.13 Deferred | Karin McSherry- | March 2013 |
| 4 | June 25, 2012 | **Discipline policy:**  22.01.2013 Karin will research what other regions and sports are doing with regards to discipline polices.  17.04.13 Gary Sewell will take over and look at developing a race resolution and long term sanction process.  27.05.13 Deferred  24.06.13 Deferred  22.07.13 Deferred  26.08.13 Deferred  23.09.13 Deferred | Karin McSherry –  Gary Sewell | April 2013- Fall 2013 |
| 9 | Dec 10 | Inventory:  The following actions are required:   * Do an inventory of trailer. * Repair or maintain equipment as required. * Sign in process to determine what is in whose hands. * Investigate storage   22.01.2013 Deferred until the snow melts  27.05.13 Andy advised that it was difficult to access contents as jammed packed. Reported good inventory of cones, 6 race in progress signs, vests, weedwacker and blower present. Rob Nagy has generator. Chain saw not seen in trailer  24.06.13 Deferred to the Fall when inventory will be reviewed with the future Canada Games requirements in mind. | Andy Romanovych | Fall 2013 |
| 12 | Dec 10 | **Club Activities**  Dave Dorning will look at the Ontario document and make suggestion about a possible MB policy by March meeting.  25.03.2013 Deferred  17.04.13 Deferred  27.05.13 Deferred  24.06.13 Deferred  22.07.13 Deferred  26.08.13 Deferred  23.09.13 Deferred | Dave Dorning | March Meeting |
| 16 | Mar 25 | **Sanctioned events (Insurance requirements):**  Gary Sewell will draft the insurance requirements that must be met so that races are MCA sanctioned.  17.04.13 Combine with 14. Gary will develop a criteria list including his research.  27.05.13 Gary working on policy to present to board  24.06.13 Deferred  22.07.13 Initial contact with Ian Hall about UCI policy. More work required.  26.08.13 Deferred  23.09.13 Deferred | Gary Sewell | April 2013 |
| 17 | Aug 26 | **Sanction events policy:**  Twila will send out the OCA PowerPoint to be reviewed. We will possibly modify and make our own then post on website.  23.09.13 **Done**. This topic will be added to the December agenda for future discussion. | Twila Pitcher | September 2013 |
| 17 | Sept 23 | **License/affiliation rates**  Twila will look into the cost of insurance for the coming year. She will also look into the cost of insurance for non competitive licenses vs. competitive licenses. Lastly Twila will find out if MB only race licenses would reduce insurance costs that could be transferred to the users. | Twila Pitcher | October 2013 |