# MCA Logo MCA Board Meeting Minutes

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| Date: | July 22, 2013 | | |
| Time: | 6:00 pm | | |
| Location: | Sport for Life Centre, 145 Pacific Avenue | | |
| **Position** | | **Name** | **In Attendance** |
| President (Interim) | | Andy Romanovych | Absent |
| Vice-President | | vacant |  |
| Secretary | | Anne-Marie Palfreeman | Present |
| Treasurer | | Christine Prendergast | Present |
| Provincial Program Co-ordinator | | Bill Gendron | Absent |
| Mountain Bike Co-ordinator | | Dave Dorning | Present |
| Road Bike Co-ordinator | | Kim Mitchell | Absent |
| Cross Co-Ordinator | | Gary Sewell | Present |
| BMX Co-ordinator | | Steve Brown | Present |
| Kids of Mud Co-ordinator | | Karin McSherry | Present |
| Recreation & Transportation Co-ordinator | | Currie Gillespie | Present |
| MCA Executive Director | | Twila Pitcher | Present |
| Provincial Coach | | Jayson Gillespie | Absent |
| Invitee/observer | | Michelle Moore | Present |

## Meeting Minutes

| Item No. | Agenda Item | Presenter |
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| Part A | **1. Call to Order**  **2. Approval of June 2013 Minutes as modified**  **Motioned: Christine Prendergast**  **Seconded: Karin McSherry**  **Adopted**  **3. Agenda** | Twila Pitcher |
| Part B | 1. Financial Update  * Report Submitted   Motion to approve the monthly year to end of June 2013.  Motion to adopt: Christine Prendergast  Seconded: Dave Dorning  Approved | Twila Pitcher |
| Part C | Old Business (Review and update of past action items) | AMP |
| Part D | 1.0 Guest Speaker   * Legal liabilities of Board of Directors | Fred Schneider/Sport Manitoba |
| 2. 0 Lac Mégantic Donation  **The MCA approved a motion put forward to donate $100 from the Development Fund to the Lac Mégantic Disaster Relief fund created by Cycling Canada** | Twila Pitcher/  Board members |
| 3.0 2016 Power Smart Manitoba Summer Games (PSMG)  **A motion was submitted: “Move that the MCA participate in the 2016 Powersmart Summer Games”.**  **Motioned by Karin McSherry**  **Seconded by Dave Dorning**  **Approved**   * Karin and Twila will discuss the information required by the August 15, 2013 deadline | Twila Pitcher |
| 4.0 2017 Canada Games-tech liaison   * A person needs to be identified as the technical liaison for the cycling part of the Canada Games that will take place in Manitoba in 2017. * Dave Dorning has volunteered. | Twila Pitcher |
| 5.0 LTAD Update   * It was identified that there is a requirement for club coaches training and development. * One idea is to have the coaches observe Jayson G when he is working with the Provincial kids. * A second idea was to have a clinic in the quieter times in the winter. | LTAD Steering Committee |
| 6. Request for funding to see if cloth numbers are a viable option to replace the low quality paper race numbers.   * A request was made for $775 from the development Fund to be used to order cloth numbers for the use during cyclocross races. * After discussion it was decided that the numbers could be used for the cross and road races to see how they hold up. * The ownership of the number would remain with the MCA and would be in the Commissaire kit.   **A motion to approve the spending of up to $775 from the Development was put forward by Dave Dorning.**  **Seconded by Christine Prendergast**  **Approved** |  |
| 3. 0 Reports   * Interim President report not submitted * Executive Directive report submitted * VP Report * Recreation & Transportation report submitted * Provincial Program Report not submitted * BMX Report submitted * Mountain Bike verbal report submitted * Road report not submitted * KOM verbal report submitted * Cross verbal report submitted | All |
| Next Meeting –  Aug 19 or 20 or 21, 2013  Motion – Christine Prendergast  Seconded – Karin McSherry  Carried. | All |

## Action Items

| Item No. | Mtg Date | Action Item | Assigned To | Target Date |
| --- | --- | --- | --- | --- |
| 1 | Dec. 05 2011 | **Web site review:**  Each member is to review their section on the web site and discuss improvements with their committee members.  21.02.12 Carry-over to next meeting.  20.03.12 Add review of old website too. Partial review done. On-going  22.01.13: Twila will speak to Hal about getting access to web and discipline files  21.02.13. Hal did give permission for the discipline files to be updated, The Website now looks bad. We will need to get a professional to make over.  25.03.13 We have a web designer looking at the site  17.04.13 The Web designer will provide an overview of his vision. He figures he will have the work done by the end of June.  27.05.13 Twila forwarded the Home Page template. Changes must be received by Wednesday May 29th otherwise she will proceed with draft as presented.  24.06.13 On par for an end of June completion  22.07.13 New site live. **Closed** | Twila Pitcher | February 21, 2013 |
| 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. | 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 | 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 | 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. | Gary Sewell | April 2013 |