# MCA Logo MCA Board Meeting Minutes

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| Date: | August 26, 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 | Present |
| Provincial Program Co-ordinator | | Bill Gendron | Present |
| Mountain Bike Co-ordinator | | Dave Dorning | Absent |
| Road Bike Co-ordinator | | Kim Mitchell | Present |
| Cross Co-Ordinator | | Gary Sewell | Absent |
| BMX Co-ordinator | | Steve Brown | Absent |
| Kids of Mud Co-ordinator | | Karin McSherry | Absent |
| Recreation & Transportation Co-ordinator | | Currie Gillespie | Present |
| MCA Executive Director | | Twila Pitcher | Present |
| Provincial Coach | | Jayson Gillespie | Absent |

## Meeting Minutes

| Agenda Item | Presenter |
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| **1. Call to Order** | Andy Romanovych |
| **2. Presentation of Audited Financials (April 1, 2012, March 31, 2013)**  **Motion to approve the audited financials fiscal 2013: Kim Mitchell**  **Seconded: Christine Prendergast**  **Approved** | Tony Gautier (Partner Craig & Ross Chartered Accounts) |
| **3. Approval of July 2013 Minutes**  **Motioned: Christine Prendergast**  **Seconded: Currie Gillespie**  **Adopted**  **4. Approval of Agenda** | AMP |
| 5. Financial Report  Motion to approve the monthly year to end of July 2013 (as modified).  Motion to adopt: Christine Prendergast  Seconded: Andy Romanovych  Approved | Twila Pitcher |
| 6. Old Business (Review and update of past action items) | AMP |
| 7. Insurance for “sanctioned” events:   * We need to know and understand what the event is about before we can sanction an event.   **Action: Twila will send out the OCA PowerPoint to be reviewed. We will possibly modify and make our own then post on website.** | Twila Pitcher |
| 8. Awards Nomination  Motion to add the Erick Oland Sr Memorial Reward and the Provincial Program volunteer of the year awards to the nomination List: Christine Prendergast.  Seconded: Kim Mitchell  Approved | Twila Pitcher |
| 9. Annual General Meeting Awards Banquet  Decisions:   * Will hold AGM and banquet on same day * November 9th is the tentative date | Twila Pitcher |
| 10. LTAD Update   * There will be a Coach info session/ BBQ on October 05, 2013 | LTAD Steering Committee |
| 11. 0 Reports   * Interim President verbal report submitted * Executive Directive report submitted * VP Report not submitted * Treasurer verbal report * Recreation & Transportation report submitted * Provincial Program verbal Report submitted * BMX report not submitted * Mountain Bike report not submitted * Road report submitted * KOM report not submitted * Cross report not submitted | All |
| Next Meeting –  Last week in September, 2013  Motion – Kim Mitchell  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 | 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 | 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 | 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 | 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. | Twila Pitcher | September 2013 |