



MCA Board Meeting Minutes

Date:	October 10, 2012	
Time:	6:00 pm	
Location:	Sport for Life Centre, 145 Pacific Avenue	
Position	Name	In Attendance
President	Jason Carter	Present
Vice-President	Andy Romanovych	Absent
Secretary	Anne-Marie Palfreeman	Present
Treasurer	Christine Prendergast	Present
Provincial Program Co-ordinator	Bill Gendron	By phone
Mountain Bike Co-ordinator	Dave Dorning	Absent
Road Bike Co-ordinator	Gary Sewell	Present
Assistant Road Co-ordinator	Kim Mitchell	Absent
BMX Co-ordinator	Rob Nagy	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	Absent

Meeting Minutes

Item No.	Agenda Item	Presenter
Part A	1. Call to Order <ul style="list-style-type: none"> • Quorum is established 2.. Approval of September Minutes <p style="margin-left: 40px;">Motioned: Rob Nagy</p> <p style="margin-left: 40px;">Seconded: Christine Prendergast</p> <p style="margin-left: 40px;">Adopted</p> 3. Agenda	Jason Carter
Part B	Financial Update <ul style="list-style-type: none"> • Report not available. 	Twila Pitcher
Part C	Major BOD Decision Items	

	<p>1.0: AGM and Awards Banquet</p> <p>Actions:</p> <ul style="list-style-type: none"> • Twilla and Jason to re-work the AGM presentation and send out to committee members. • Volunteers required for AGM prep. Please sign up. • Nominations for awards close on October 12th. Twilla will forward to discipline chairs by October 15. Winner's names back to Twilla by October 22. • Jason Carter will develop a motion with regards to the change in auditors that will be presented at the AGM. <p>Recommendations:</p> <ul style="list-style-type: none"> • The committee recommends that at the Awards Banquet, certificates be given to Cup Winners. The jerseys will be ordered after the banquet with proper sizing. 	Twilla Pitcher
	<p>2.0: Provincial Coach Contract</p> <ul style="list-style-type: none"> • A discussion and review of the proposed provincial coach contract took place. Motion to direct the MCA administration to enter in contract discussion with Jayson Gillespie. <p>Proposed: Christine Prendergast Seconded: Gary Sewell Approved.</p>	Jason Carter
Part E	<p>Reports</p> <ul style="list-style-type: none"> • Reports were not reviewed 	All
	<p>Action Items (old business). Done when reviewing last month minutes.</p>	Anne-Marie Palfreeman
	<p>Next Meeting - November 8 , 2012 Motion - Rob Nagy Seconded - Christine Prendergast Carried.</p>	Jason Carter

Action Items

Item No.	Mtg Date	Action Item	Assigned To	Target Date
1	May 16, 2011	<p>Club Incentives</p> <p>Develop a more concrete plan to incentivize the Clubs to providing races and officials to train</p> <p>06.13 No further update</p> <p>07.20 No further update</p> <p>08.24 No further update</p> <p>09.28 The development policy will cover up some. No other update. Will draft something for next meeting.</p> <p>10.19 Town Hall feedback should be incorporated into this. Suggestion that the number of races one club can organize be capped; clubs without an official provide an assistant to work with the official. The strategy for discussion at the next board meeting for endorsement and then distribution through the committees for feedback.</p> <p>11.09 Defer to the new Board.</p> <p>12.05 Carry-over to next meeting</p> <p>21.02.12 Carry-over to next meeting</p> <p>20.03.12 Carry-over</p>	Gary Sewell	June 13/11

10	April 23, 2012	Commissaire development: Karin will pass draft of v.1 Commissaire Development policy to all other commissaires for comments. She will discuss the matter further with Jason Carter and they will bring the matter back to board for further discussion at the next Board meeting.	Karin McSherry	May 24, 2012
13	May 24, 2012	Change in Auditor: Consider a change of Auditor for discussion at the next AGM. Closed	Twill Pitcher	October AGM
14	June 25, 2012	Finances: At August meeting we should discuss in/out fee structure and other financial ideas. May want invite CCN people to the meeting?	All	August MCA meeting
15	June 25, 2012	Bike to work Day: Revisit promo gear idea in September.	All	September MCA meeting
16	June 25, 2012	Bike to work day Bring forward in February discussion for new ideas	Currie Gillespie	February MCA Meeting
17 & 22	June 25, 2012	Discipline policy: 1) Need to have a look at the discipline policy from BC. Jason will send to Kim, Garry, Dave, Bill and AMP. For review and edit with the plan to come up with a policy for MCA. 2) Karin will draft up a Race Jury document.	Jason C. Kim, Garry, Dave and AMP	ASAP
18	June 25, 2012	AGM Banquet: Twilla will source out volunteers for social or banquet committee. Closed	Twill Pitcher	July MCA meeting.
19	July 23	End of year meetings: By September 1 st all discipline committees will need to decide on the date of their end of year meetings. They will need to post a notice on the MCA Website and Facebook. Closed	Discipline Directors	September 01, 2012
23	Aug 29	2013 Race supplies: At December meeting provide an estimate cost of numbers and plates for each race discipline.	Race Discipline directors	December 2012 MCA meeting
24	Aug 29	Finding funds to make up shortfall: Gary Sewell will lead the development of a formula to make up \$1500 for the cross numbers and the \$700 for jerseys by March 2013.	Gary Sewell	March 2013
25	Aug 29	Test Race radios: Seema and Andy have volunteered to check the radios.	Seema and Andy	

26	Aug 29	Site Development Policy review: In December 2012 during strategic planning session we will need to revisit the Site Development Policy (development fund) and contribution level.	ALL	December 2012 MCA meeting
27	Aug 29	Yong Athletes and LTAD: Gary, Dave, Karin, Jayson, Kim and Bill will come back to the board with a recommendation with regards to young participations. (White Paper)	Gary S. Dave D. Karin Mc. Jayson G. Kim M. Bill G.	
28	Sept 17	Provincial Race Policy: Jason Carter will incorporate the following motion into a policy: Motion: 1) the ownership of the Provincial races is with the MCA. 2) It is up to the race discipline committee if they want to host the race or to contract to a club. 3) When a race discipline committee runs a Provincial race the surplus from that race are to go back to the race discipline's budget.	Jason Carter	
29	Sept 17	Annual reports due October 3rd 2012 (All) Closed	All	Oct 3rd
30	Sept 17	Provincial Coach contract Jason will send the new contract to the Board for review and to Jay to start the discussion. Decision on October 10 th . Closed	Jason Carter	Oct 10th