

DATE: JUNE 13, 2019
Location: Sport Manitoba

Present: Ardelle Martin, Dan Savard, Barrington Nichols, Orlando Athayde, Ryan Giesbrecht, Justin Friesen,
Mano Navarro

Absent: Tasia Lightly

Meeting starting at 6:55pm at Sport Manitoba.

1. APPROVAL OF AGENDA

Added in 9. In camera session.

2. APPROVAL OF MAY 30TH MINUTES

Motion to approve by Ardelle, seconded by Orlando, approved.

3. EXECUTIVE DIRECTOR REPORT

Provincial Championships in Brandon were a success. Discussed the need for sponsorships for future tournaments.

Jr. Nationals were a success, especially due to volunteers effort and organization.

Mano and Tasia to form nomination committee for the MBA Board before June 30th in order to find at least 3 potential candidates.

Sealed bid process to be reviewed for the 2019-2020 season between July 1 and 5th.

4. PROVINCIAL COACH REPORT

No PC report due to engagement with events.

5. FINANCIALS

Tabled.

6. RECRUITMENT PROCESS FOR NEW BOARD MEMBERS

Discussed potential candidates for diversity of expertise and locations throughout Manitoba.

7. RECRUITMENT OF JUNIOR COMMITTEE

Tournament hosts will organize their own events and committees as needed.

8. OTHER BUSINESS

9. IN CAMERA SESSION

10. SCHEDULE NEXT MEETING

The next meeting is scheduled for September 11th at Sport Manitoba, 6:45pm.

AGM is set for Wednesday, September 18th at Sam's Place at 6:30pm.

11. ADJOURNMENT

Motion to adjourn made by Ardelle, seconded by Mano, all in favor, adjourned 8:20pm.

DATE: SEPTEMBER 26, 2019

Meeting started at 7:00PM

Location: Sport Manitoba

Attendees: Darren Pun, Elliott Beals, Yuns Oh, Ryan Giesbrecht, Barrington Nichols, Dan Savard, Ardelle Martin

Absentees: Paul Hur, Marco Chan, Justin Friesen

12. APPROVAL OF AGENDA

Motion to approve by Yuns, seconded by Darren, all in favor, approved.

13. APPROVAL OF JUNE 13TH MINUTES

Motion to approve by Dan, seconded by Yuns, all in favor, approved.

14. GOALS FOR THE YEAR; PURPOSE & VISION OF THE BOARD, SPECIAL AREAS OF INTEREST

Ryan presented the overview of the MBA mission statement, vision statement, and association values. Base Funding criteria and scorecard also presented.

Action Item: Ryan to send email with 'high performance document' and 'IFF reporting document' to the board.

15. TREASURER & SECRETARY POSITIONS

Darren Pun has come forth as treasurer for the board. Secretary position is tabled until next meeting.

Yuns motioned to nominate Darren Pun as Treasurer. All in favor, approved.

16. FINANCIALS

Tabled.

Action Item: Ryan to change official roles to account for new treasurer.

17. EXECUTIVE DIRECTOR REPORT

Tabled.

Action Item: Ryan to discuss with Justin the possibility of hosting a tournament between the WWC Jr. Open and Pal Chawla Open.

18. PROVINCIAL COACH REPORT

Tabled.

19. ADOPTING CONCUSSION POLICY

The MBA is to create an online awareness resource for Concussion Awareness and adopt Sport Manitoba's Policies.

Motion to adopt policies made by Yuns, seconded by Ardelle, all in favor, approved.

Action Item: Ryan to inform via email the Province's coaches about access of concussion forms and inform about policy adoption.

20. UPDATING CODE OF CONDUCT & ETHICS POLICY

The MBA's Code of Conduct and Policies are up to date.

21. BADMINTON CANADA HALL OF FAME INDUCTION – MB POTENTIALS

Discussed candidates for HOF inductees for Badminton Canada.

Motion to submit Archie Chawla by Elliott Beals, seconded by Yuns, all in favor, approved.

Action Item: Ryan to submit Archie Chawla's profile to Badminton Canada.

22. EMPLOYEE TRANSITION PLAN

Ryan proposed plans to transition himself as Technical Director and Justin Friesen as High-Performance Coach. Ryan's position would be as a 'consultant' from January to May, 2020.

Action Item: Board to discuss Transition Plan in camera.

23. REVIEW OF BY-LAWS

Action Item: Barrington to meet with Orlando Athayde for by-law review.

24. OTHER BUSINESS

The Board discussed the possibility of more realistic tally of total members, which was concluded to be rather difficult using means such as email.

Also discussed was the visibility of wheelchair and para-badminton accessible clubs and facilities, which could incorporate the universal symbol of wheelchair access.

Para-badminton was discussed about presence throughout the province and where Manitoba stands on the National landscape of the sport.

25. NEXT MEETING

Next meeting is scheduled for Friday, November 1st at 5:00pm at Sport Manitoba.

26. IN CAMERA SESSION

Action Item: Barrington to acquire 'job description' for Provincial Coach from Justin.

27. ADJOURNMENT

Motion to adjourn made by Yuns, seconded by Elliott, all in favor. Meeting adjourned at 9:15pm.

DATE: NOVEMBER 1, 2019

Meeting started at 5:00PM

Location: Sport Manitoba

Attendees: Darren Pun, Yuns Oh, Ryan Giesbrecht, Barrington Nichols, Dan Savard, Ardelle Martin, Marco Chan
Absentees: Paul Hur, Elliott Beals, Justin Friesen

1. APPROVAL OF AGENDA

Motion to approve by Yuns, seconded by Marco, all in favor, approved.

2. APPROVAL OF SEPTEMBER 26TH MINUTES

Action Item: Ryan to send the Board the IFF Documents and High Performance Documents

Action Item: Barrington to follow up with Orlando on by-law review.

Motion to approve with amendments by Yuns, seconded by Ardelle, all in favor, approved.

3. EXECUTIVE DIRECTOR REPORT

Tabled.

Motion to approve by Yuns, seconded by Darren, all in favor, approved.

4. PROVINCIAL COACH REPORT

Tabled.

Action Item: Ryan to add clarifying line to Para Badminton events (Para Christmas Camp, Para Program in June & March) on the MBA website.

Action Item: Board to follow up and discuss the branding, promotional material, and outreach of Team Manitoba as a program.

Motion to approve by Ardelle, seconded by Yuns, all in favor, approved.

5. FINANCIALS

Tabled.

Follow up: Marco, Darren, Ryan and Linda to meet about financials before the next meeting.

Action Item: Ryan to inform the board about financials - lines 60500, 64100, 64200.

Action Item: Ryan to add 'description' column to financials reporting for major fluctuations.

Motion to give Marco Chan access to the MBA's Quickbooks made by Dan, seconded by Ardelle, all in favor, approved.

Motion to approve by Yuns, seconded by Marco, all in favor, approved.

6. SECRETARY POSITION

Dan Savard will adopt the role contingent on recusal from potential conflicts of interest as Case Manager for the appeals process.

Motion by Yuns to allow for Secretary to recuse oneself from the appeals case manager role if a conflict of interest is presented. All in favor, approved.

Action Item: Board to follow up on necessary changes required

7. IN CAMERA MEETING

Action Item: Barrington to get 'Job Specifications' for Executive Director position, from Ryan, by December 2nd.

Action Item: Barrington to inquire about minimum Provincial Coach responsibilities for eligibility of \$15000 coach salary grant.

8. OTHER BUSINESS

Discussed changes to tournament scheduling for the season and the visibility of those changes.

9. NEXT MEETING & ADJOURNMENT

Next meeting is scheduled for Thursday, December 12th at 8:00pm at Sport Manitoba.

Motion to adjourn made by Yuns, seconded by Ardelle, all in favor. Meeting adjourned at 7:00pm.

DATE: DECEMBER 12, 2019

Meeting started at 8:10PM

Location: Sport Manitoba

Attendees: Darren Pun, Elliott Beals, Yuns Oh, Ryan Giesbrecht, Barrington Nichols, Dan Savard, Ardelle Martin,
Paul Hur, Marco Chan

Absentees: Justin Friesen

1. APPROVAL OF AGENDA

Motion to approve by Marco, seconded by Paul, all in favor, approved.

2. APPROVAL OF NOVEMBER 1ST MINUTES

Motion to approve by Yuns, seconded by Marco, all in favor, approved.

3. SECRETARY POSITION

Motion to appoint Dan Savard as MBA Board Secretary made by Ardelle, seconded by Yuns, all in favor, approved.

4. FINANCIAL REPORT

Darren and Marco met with Linda to gain a deeper understanding of financials presentation. They have advised to report quarterly, rather than month-to-month, for a more efficient and clear comparison of seasonal periods during the badminton season.

Coaches earning over \$500 over the season from the MBA are to provide SIN number, address, and other pertinent information for issuing a T4A for the 2020 year.

Motion made by Yuns to approve quarterly reporting and collection of coaches' information for the upcoming season. Seconded by Elliott, all in favor, approved.

5. EXECUTIVE DIRECTOR REPORT

Tabled.

Motion to approve by Yuns. Seconded by Paul, all in favor, approved.

6. PROVINCIAL COACH REPORT

Tabled.

Motion to approve by Yuns. Seconded by Paul, all in favor, approved.

7. BADMINTON CANADA HALL OF FAME INDUCTION STATUS

Badminton Canada has not yet formed the selection committee. HOF presentation would therefore not be possible for the 2020 Senior & Para National Badminton Championships.

8. WCTC HOST FACILITY SELECTION

Action Item: Barrington to review applicants in inbox of MBA Board email.

9. MBA EMPLOYEE TRANSITION PLAN

Ryan is to consult during the transition for a time period to be determined. Hiring channels for the Executive Director position discussed in order of priority: internally through Sport Manitoba, externally through University programs, and online job postings.

Action Item: Board to form selection committee for Executive Director.

Action Item: Board to provide Ryan with expected hours and salary during the transition period.

10. REVIEW OF MBA BY-LAWS

Discussed To be updated on status in January. Changes are to ensure a reflection of updated values, diversity, etc.

Follow-up: Orlando Athayde's review of MBA By-Laws.

11. OTHER BUSINESS

Ryan proposed plans to transition himself as Technical Director and Justin Friesen as High-Performance Coach. Ryan's position would be as a 'consultant' from January to May, 2020.

Action Item: Board to discuss Transition Plan in camera.

12. NEXT MEETING

Next meeting scheduled for Thursday, January 16th, 8:00pm at Sport Manitoba.

13. IN CAMERA SESSION

Selection Committee for Executive Director position consists of Barrington, Yuns, and Ardelle.

Hiring channels discussed in order of priority: internally through Sport Manitoba, externally through University programs, and online job postings.

Ryan's transition salary discussed as a function of responsibilities, availability, and current salary.

Discussed the future of Provincial Coach position and High Performance Program.

14. ADJOURNMENT

Motion to adjourn made by Yuns, seconded by Elliott, all in favor. Meeting adjourned at 9:32pm.

DATE: JANUARY 16, 2020
Meeting started at 8:10PM
Location: Sport Manitoba

Attendees: Darren Pun, Elliott Beals, Yuns Oh, Ryan Giesbrecht, Barrington Nichols, Dan Savard, Ardelle Martin, Paul Hur,
Absentees: Justin Friesen, Marco Chan

1. APPROVAL OF AGENDA

Motion to approve by Paul, seconded by Yuns, all in favor, approved.

2. APPROVAL OF DECEMBER 12TH MINUTES

Follow-Up Item: Ryan to contact coaches for necessary information related to subcontracting and T4A filing.

Motion to approve by Yuns, seconded by Paul, all in favor, approved.

3. FINANCIAL REPORT

Action Item: Ryan to create line 65410 – “Tournament Host Payout”

Motion to approve by Yuns, seconded by Elliott, all in favor, approved.

4. EXECUTIVE DIRECTOR REPORT

Tabled.

Motion to approve by Paul, seconded by Ardelle, all in favor, approved.

5. PROVINCIAL COACH REPORT

Tabled.

Motion to approve by Yuns. Seconded by Ardelle, all in favor, approved.

6. ACCEPTANCE OF MBA SANCTIONED TOURNAMENT BIDS/PROGRAMS

- a. WCTC – 1 bid received by Prairie Badminton
- b. MBA Summer Camps – 1 bid received by Prairie Badminton

Motion to allot tournament and program to Prairie Badminton by Paul, seconded by Ardelle, all in favor, approved.

7. EXECUTIVE DIRECTOR TRANSITION

Only received one resumé so far, with hiring efforts to pivot towards University Career Services at the University of Manitoba and University of Winnipeg.

Ryan’s timeline is to remain a Consultant until the end of May, 2020. The MBA will likely have to budget for higher administration costs during this time. The time commitment anticipated and budgeted for will be at a minimum comparable to half-time.

Action Item: Barrington to submit Job Specifications to University Career Services.

8. IN CAMERA MEETING**9. OTHER BUSINESS****10. NEXT MEETING**

Next meeting scheduled for Thursday, February 13th, 8:00pm at Sport Manitoba.

11. ADJOURNMENT

Motion to adjourn made by Paul, seconded by Yuns, all in favor. Meeting adjourned at 9:45pm.

DATE: FEBRUARY 13, 2020
Meeting started at 8:15PM
Location: Sport Manitoba

Attendees: Darren Pun, Yuns Oh, Barrington Nichols, Dan Savard, Ardelle Martin

Absentees: Justin Friesen, Marco Chan, Paul Hur, Ryan Giesbrecht, Elliott Beals

1. Approval of Agenda

Motion to approve by Yuns, seconded by Ardelle, all in favor, approved.

2. APPROVAL OF JANUARY 16TH MINUTES

Follow-Up Item: Ryan to contact coaches for necessary information related to subcontracting and T4A filing.

Motion to approve by Darren, seconded by Yuns, all in favor, approved.

3. FINANCIAL REPORT

The MBA Board requests more information about lines 65400 and 22100.

Action Items: Darren to contact Ryan to

- **create line 65410 – “Tournament Host Payout”**
- **add analytical comments to financial reports**

Motion to defer financial report approval pending Ryan’s presence and addition of analytical comments column made by Yuns, seconded by Ardelle, deferred.

4. EXECUTIVE DIRECTOR REPORT

The MBA Board will have to review the IFF in March. To adequately prepare, a draft of the Quarterly Report should be obtained in advance.

Action Item: Darren and Marco to obtain draft of the Quarterly Report from Ryan or the accountant for the 1st week of March.

Motion to approve by Yuns, seconded by Darren, approved.

5. PROVINCIAL COACH REPORT

The MBA Board discussed growing awareness about the coach mentorship program to new coaches. An opportune time would be during or immediately after they attend their coach certification workshops. The goal is to inform new coaches of the opportunities to gain valuable experience under a professional coach.

Action Item: Justin to provide the MBA Board with more clarity about the DWP coach situation in the report.

Action Item: Dan to email Ryan about coach mentorship awareness during workshops.

Motion to approve by Yuns. Seconded by Ardelle, all in favor, approved.

6. EXECUTIVE DIRECTOR TRANSITION

A strong candidate has been found and will be interviewed on the 21st of February.

7. PROVINCIAL COACH ROLE**8. OTHER BUSINESS**

Due to applications received in the past weeks, hiring a professional headhunter for the ED position has been unnecessary.

9. NEXT MEETING

Next meeting scheduled for Thursday, March 19th, 8:00pm at Sport Manitoba.

10. ADJOURNMENT

Motion to adjourn made by Ardelle, seconded by Yuns, all in favor. Meeting adjourned at 9:22pm.

DATE: MARCH 26, 2020
Meeting started at 7:00PM
Location: Zoom

Attendees: Darren Pun, Yuns Oh, Ryan Giesbrecht, Barrington Nichols, Dan Savard, Ardelle Martin, Marco Chan, Paul Hur, Elliott Beals, Justin Friesen, Mélanie Curé

Absentees: None

1. APPROVAL OF AGENDA

Motion to approve by Ardelle, seconded Yuns, all in favor, approved.

2. APPROVAL OF 13TH OF FEBRUARY MINUTES

Motion to approve by Darren, seconded by Ardelle, all in favor, approved.

3. FINANCIAL REPORT

A column for comments was added to financials reporting to give added clarity and context to the financials.

COVID-19 has affected multiple elements of financial reporting, including grants. Grants that have outstanding balances are still on pace to be spent and are generally projected to be maximized. However, COVID-19 has caused Bi-Lateral programs to be cancelled.

The IFF deadline will be deferred to a future date.

Motion to approve by Paul, seconded by Darren, all in favor, approved.

4. EXECUTIVE DIRECTOR REPORT

COVID-19 has affected nearly all programs and events. It will be 10-12 weeks before programs will be considered to open again. The short-term approach, if feasible, is to plan for the summer onward. These decisions are to be explored in the coming weeks.

\$4000 Canada Winter Games Legacy Grant received which will be used to for coach mentorship for the established Comp Dev coaches in the province.

Discussed running the important marquee tournaments in the summer but will revisit at a future meeting.

Junior Provincials had a record 151 entries. The main contributing factors were U13 participation, and early timing in the season which made it easy for more high-school students to enter.

Discussed the need to revamp Team Manitoba's vision.

Motion to approve by Yuns, seconded by Marco, all in favor, approved.

5. PROVINCIAL COACH REPORT

Justin will brainstorm ideas for the high-performance program with key individuals, such as coaches, athletes, and parents.

Motion to approve by Yuns, seconded by Elliott, all in favor, approved.

6. EXECUTIVE DIRECTOR TRANSITION UPDATE

Melanie Curé has accepted the role and will start on April 6th. This transition will start with both Ryan and Melanie as part-time Executive Directors. This will facilitate a gradual handing-over of responsibilities.

Action Item: Barrington to acquire the important details about salary and benefits from Sport Manitoba.

Action Item: The MBA Board will provide a letter of offer for Ryan and Melanie's respective role changes.

Motion made by Yuns, seconded by Ardelle, all in favor, approved.

7. COVID-19 REPERCUSSIONS

Tournament postponement has affected the entirety of the season. Optimistically, hosting a tournament from the past year in September of 2020.

There's potential for a short-term plan (3 months) and medium-term plan (5 month) timeline. Gathering in large numbers needs to be monitored and will dictate what kind of events can run, once it is allowed in Manitoba.

Action Item: Ryan and Melanie will brainstorm an in-3 month plan for summer camps, and an in-5 months plan for tournaments.

Motion made by Yuns, seconded by Paul, approved.

8. OTHER BUSINESS

Received a formal complaint from - Pal Chawla Junior Closed - about intentional cheating or score manipulation.

Discussed ways of keeping score to eliminate cheating.

9. NEXT MEETING & ADJOURNMENT

Next meeting is scheduled for Thursday, April 23rd at 7:00pm, remotely on Zoom.

Tentatively scheduled May 21st at 7:00pm, remotely on Zoom.

Motion to adjourn made by Dan, seconded by Paul, all in favor. Meeting adjourned at 8:25pm.

DATE: APRIL 23, 2020
Meeting started at 7:05PM
Location: Zoom

Attendees: Darren Pun, Yuns Oh, Ryan Giesbrecht, Barrington Nichols, Dan Savard, Ardelle Martin, Marco Chan, Paul Hur, Elliott Beals, Justin Friesen, Melanie Curé
Absentees: None

1. APPROVAL OF AGENDA

Motion to approve by Yuns, seconded Paul, all in favor, approved.

2. APPROVAL OF 26TH OF MARCH MINUTES

Motion to approve by Yuns, seconded by Paul, all in favor, approved.

3. FINANCIAL REPORT

~~Linda~~ Ryan has projected a 3000 deficit in the budget for the year. Summer camps and school clinics will be the most affected programs, which won't significantly affect the MBA's end of year numbers due to a net-zero budget. *Financial statements were missing and are to be provided at the next meeting.*

Sport Manitoba has indicated that the MBA would benefit from Canadian Government wage subsidies and loans. These financial relief programs would have a positive impact on the MBA's overall financial burden through the COVID-19 shutdown.

Motion to approve by Yuns, seconded by Paul, all in favor, approved.

4. EXECUTIVE DIRECTORS REPORT

Mélanie and Ryan have been working together to get up to speed on badminton throughout Manitoba and Canada.

A primary focus for Mélanie has been Canada's Summer Jobs Program, which has been extended with an increase in flexibility, giving the MBA more options for how these hires would spend their working hours.

Motion to approve by Yuns, seconded by Ardelle, all in favor, approved.

5. PROVINCIAL COACH REPORT

Tabled.

Motion to approve by Yuns, seconded by Marco, all in favor, approved.

6. COVID-19 RELIEF MEASURES

The MBA is eligible for CEBA (Canada Emergency Business Account) and CEWS (Canada Emergency Wage Subsidy).

Marj has been laid off, making her eligible for CERB.

Motion made by Elliott, seconded by Ardelle, all in favor, approved.

7. STRATEGIC PRIORITIES REVIEW

Ryan presented the overview of IFF Strategic Priorities for the past season.

Motion made by Yuns, seconded by Paul, approved.

8. 2020-21 BUDGET & PP PRESENTATION

Ryan presented the 2020-21 Budget, describing the allocation funds towards the MBA's initiatives, programs, and events.

An advanced draft plan for Team Manitoba and the Regional Teams was presented. This plan would mimic the competition type of Manitoba Games, but would include extra introductory resources for a more holistic approach to athlete development.

Team Manitoba's criteria hasn't been finalized yet, but will likely require a show of commitment to National caliber play.

In the next meeting, the Board will vote to approve this budget and other related proposals.

Motion to approve made by Ardelle, seconded by Marco, all in favor, approved.

9. OTHER BUSINESS**10. IN-CAMERA MEETING****11. NEXT MEETING & ADJOURNMENT**

Next meeting is scheduled for Thursday, May 21st 7:00pm, remotely on Zoom.

Motion to adjourn made by Yuns, seconded by Paul, all in favor. Meeting adjourned at 8:25pm.

DATE: MAY 21, 2020
Meeting started at 7:10PM
Location: Zoom

Attendees: Darren Pun, Yuns Oh, Ryan Giesbrecht, Barrington Nichols, Ardelle Martin, Marco Chan, Paul Hur, Elliott Beals, Justin Friesen, Melanie Curé

Absentees: Dan Savard

Acting Secretary

Due to absence of regular secretary Dan Savard, Yuns Oh nominated as acting Secretary by Ryan.

1. APPROVAL OF AGENDA

Motion to approve by Ardelle, seconded Elliot, all in favor, approved.

2. APPROVAL OF 26TH OF MARCH MINUTES

Item 3 in the minutes "Linda has projected a 3000 deficit" should read "Ryan has projected a \$3000 deficit". Item 3 should also note that financial statements were missing and are to be provided at this meeting.

Action (Dan): Make the noted correction and addition.

Motion to approve by Paul, seconded by Darren, all in favor, approved.

3. FINANCIAL REPORT

Darren asked about the Accounts Receivables that were 91+ days overdue, totalling \$1,314.00. Ryan said that Linda may have missed some invoices or payments, and that some will have to be looked at in more detail. Some may have been received in May, i.e. after April 30th.

The cancelled Junior and Senior Provincials are accounted for, as well as the banquets.

Yuns asked about MBA inventory of non-consumables, e.g. chairs, nets, steamers, computers. Darren mentioned that for tax purposes, anything <\$500k doesn't need to be listed, but it may be good for our own records to have inventory.

Action (Ryan): Check 91+ days Accounts Receivables.

Motion to approve by Darren, seconded by Barrington, all in favor, approved.

4. EXECUTIVE DIRECTORS REPORT

REPORT FROM RYAN

Federal Covid-19 benefits:

- CEBA (\$40k) approved and will bank for now.
- Ryan and Justin qualify for 75% salary subsidy that has possibly been extended to August.
- Accountant Tony Gauthier did the work pro bono.

We were supposed to collect GST on various fees starting 6 years ago but did not. We have self-notified CRA and appealed for clemency, as noted in previous meetings. They have now responded with mixed messages so Ryan is unsure if we will have to pay penalties and/or interest. The amount will be between \$3 and \$5k depending on final response. We could pay all penalties and interest now and appeal later.

We need to schedule September AGM by June. Two board members plus three other people will be elected at the AGM.

Rest is in ED (Ryan) report.

Action (Ryan): Follow up on Covid-19 benefits and GST issues.

REPORT FROM MÉLANIE

Sport MB collecting Return-to-Play proposals from Associations and will present together to MB government. Mélanie has sent MBA proposal to Sport MB. Of note, 2m spacing and no doubles for now.

Rest is in ED (Mélanie) report.

Action (Mélanie): Follow up on Return-to-Play, summer camps and staff, and Urban Green Team.

Motion to approve by Ardelle, seconded by Elliot, all in favor, approved.

5. PROVINCIAL COACH REPORT

Justin sent incorrect version of “Team MB & Regional Team Player Package 2020-21” – updated version will be sent after meeting.

Fitness testing may be combined with other sports to provide more flexibility. Brent is currently doing strength training.

Coach buy-in to new format is key. Answered questions about interactions with Dan, Elliot, Tien, others. Elliot mentioned that players can’t be confused with mixed messages. Everyone must be on same page and time commitment and management is important. Probably only 5 or so candidates.

Rest is in PC report and other documents.

Action (Justin): Send updated Technical Package, continue consultation with coaches.

Motion to approve by Barrington, seconded by Paul, all in favor, approved.

6. IFF DOCUMENT Q&A

Currently reflects the PowerPoint presentation from last meeting. Four documents: “IFF - Strategic Priorities Update Report (MC EDIT)”, “Membership Demographics”, “Sport Initiation Programs Chart”, and “Sport Plan”.

Yuns provided a number of copy/edit suggestions. Suggested mentioning Para in the Performance Pathways section as MB’s highest ranked player nationally and internationally is Olivia in Para. Also suggested adding in “Section 8 – Athletes, Coaches & Officials Results” the medals of Olivia and Yuns at this years Senior/Para nationals.

Action (Mélanie): Make suggested amendments and submit IFF on Monday May 25th.

Motion made by Elliott, seconded by Ardelle, all in favor, approved.

7. COVID-19 RELIEF MEASURES

Discussed in Item 4, Executive Directors’ Report.

MB government announced changes to Phase 2 today (May 21st) so things are in flux. Limit on sizes may go up to 24.

Item 4 approval carried over.

8. OTHER BUSINESS

9. NEXT MEETING & ADJOURNMENT

Next meeting is scheduled for Thursday, June 18th 6:30pm, remotely on Zoom.

Motion to adjourn made by Yuns, seconded by Marco (?), all in favor. Meeting adjourned at 8:30pm.

DATE: JUNE 18, 2020
Meeting started at 7:00PM
Location: Zoom

Attendees: Darren Pun, Ryan Giesbrecht, Barrington Nichols, Ardelle Martin, Marco Chan, Paul Hur, Elliott Beals, Justin Friesen, Melanie Curé, Dan Savard
Absentees: Yuns Oh

1. APPROVAL OF AGENDA

Motion to approve by Ardelle, seconded Barrington, all in favor, approved.

2. APPROVAL OF MAY 21ST MINUTES

Motion to approve by Ardelle, seconded by Barrington, all in favor, approved.

3. FINANCIAL REPORT

Low activity due to COVID-19. Still awaiting on some expenses for final numbers.

Marco asks, why are there facility rental fees despite the closures? The MBA had to pay for the facility rentals from February and March for its programs, which happened before the closures.

Darren highlighted that MBA revenues are around \$500,000, which may affect reporting due to the capitalization threshold.

Action (Mélanie): Ask Tony about revenues and capitalization.

Motion to approve by Darren, seconded by Marco, all in favor, approved.

4. EXECUTIVE DIRECTORS REPORT

REPORT FROM RYAN

The MBA did receive the \$40,000 CEBA loan, which will be put in a GIC for 6 months.

Sport Manitoba recommended opportunities for more funding through Coaching MB at the IFF meeting.

Motion to approve Mélanie Curé for a credit card with a \$10,000 limit by Darren, all in favor, approved.

Mélanie suggested having the AGM on Thursday, the 17th of September at Sport Manitoba to avoid conflicts with the Prairie Junior Elite.

Action (Ryan): To book AGM location - Theater at Sport Manitoba on the 17th of September.

REPORT FROM MÉLANIE

With phase 3, doubles can be played, and program registrations are starting. With regards to playing doubles, general health protocols must be taken, however, clubs should consult a health inspector for specifics.

New coaches will have more opportunities to learn about specific facets of coaching - which will be helpful for Summer Camps.

Motion to approve by Elliott, seconded by Barrington, all in favor, approved.

5. PROVINCIAL COACH REPORT

Tabled.

Motion to approve by Ardelle, seconded by Barrington, all in favor, approved.

6. AGM DETAILS

Tentatively scheduled for Thursday the 17th of September at 6:30pm. Individuals have to bring their own refreshments.

Motion made by Ardelle, seconded by Elliott, all in favor, approved.

7. NOMINATIONS COMMITTEE

Ryan has provided the following timeline of events:

- Determine 2 Board Members to form the Nominating Committee; 1 of which must be the chair of the committee. These two must find 3 other members of registered clubs to form the 5-person nominating committee.
- Determine what skills, experience, and perspectives would be valuable to the board to give the nominating committee some direction

NEXT STEPS/DEADLINES TO ADHERE TO:

June 30th — Appoint Nominating Committee including a Chair (Board Member), one other board member, and 3 other MBA members from affiliated clubs (5 total committee members)

50 Days Prior to AGM — Notify MBA Members about Status of Board of Directors whose term is ending, and their intentions of retiring or being available for re-nomination

25 Days Prior to AGM — Deadline for Members to submit Nominating Reports

25 Days Prior to AGM — Deadline for Committee to submit Nominating Report to MBA Board of Directors and Staff

21 Days Prior to AGM — MBA Staff must send notice of AGM to MBA Members and post on website.

20 Days Prior to AGM — MBA Staff sends Nominating Report to MBA Members and post on website

ACTION ITEMS:

Appoint Nominating Committee - Board of Directors

Notify Ryan Giesbrecht, Mélanie Curé, and Nominating Committee regarding status of retiring or re-nomination by July 30th or earlier if possible - Ardelle (ending 2nd term), Dan (ending 2nd term), Barrington (ending 1st term)

Notify members of Board status - Ryan/Mel

File Nominating Report to Ryan - Nominating Committee

Send Nomination Information to Members - Ryan/Mel

Action Item: Board to decide which two members will be on the committee and vote by June 30th.

8. OTHER BUSINESS

No other business.

9. NEXT MEETING & ADJOURNMENT

Next meeting is the AGM, tentatively scheduled for the 17th of September.

Motion to adjourn made by Ardelle, seconded by Paul. Meeting adjourned at 8:00pm.