



*Partners in Cycling*



SPORT MANITOBA – 200 MAIN STREET  
APRIL 10<sup>TH</sup>, 2006 6:00 P.M. MEETING

PRESENT: DAVE BENSON, WONDA CASE, LARRY ARGUE, RICHARD NICHOL, JOHN HAWRANIK, BILL RALPH

PRESENT VIA TELECONFERENCE: BRUCE HARDIE AND DAVE JOHNSTON

REGRETS: CABREL BOUCHER, DREW HAWRANIK, KARIN MCSHERRY

STAFF: JON BENSON

1. CALL BOARD MEETING TO ORDER 6:05 PM
2. APPROVAL OF AGENDA MOVED BY WONDA CASE, SECONDED BY JOHN HAWARNIK
3. APPROVE MINUTES: MATTERS ARISING FROM THE MINUTES MOVED BY WONDA CASE, SECONDED BY LARRY ARGUE... (THE FOLLOOWING ITEM WAS TABLED AWAITING THE ARRIVAL OF THE ROAD COORDINATOR)

6:25 THE BOARD WENT "IN CAMERA" AND STAFF WAS ASKED TO LEAVE.

MOVED BY BILL RALPH SECONDED BY JOHN HAWRANIK. THAT WE ACCEPT DAVE BENSON'S RESIGNATION AS MCA PRESIDENT. IT WAS CLARIFED THAT DAVE BENSON DID NOT ACTUALLY OFFER HIS RSIGNATION AS IDENTIFIED IN THE MOTION, BUT RATHER THE RSIGNATION WAS CONTINGENT ON INFORMATION OFFERED DURING A CONFIDENTIAL EMAIL DISCUSSION INVOLVING STAFFING. DISCUSSION FOCUSSED ON CONFLICT OF INTEREST GUIDELINES AND BOARD CODE OF CONDUCT. THE MOTION WAS DEFEATED BY A VOTE OF 4 -1-1

7:30 BOARD "IN CAMERA" SESSION WAS CLOSED AND MEETING WAS RE-OPENED, STAFF RETURNED.

4. NEW BUSINESS:
  - a. CONGRATULATIONS TO KARIN AND JAMES: FLOWERS SENT ON BEHALF OF THE BOARD
  - b. ADOPT 2006 BUDGET PROPOSAL: MOVED BY WONDA CASE, SECONDED BY JOHN HAWRANIK. DISCUSSION: AS OUR ACCOUNTING PROGRAM DEVELOPS OVER THE YEAR SEPARATE ACCOUNTS FOR EACH OF THE AREAS WILL BE DEVELOPED TO

SUPPORT EXPENSES. ONLY DOLLARS PROCESSED THROUGH MCA CAN BE ACCOUNTED IN THIS WAY. MOTION CARRIED

- c. PROVINCIAL TEAM POLICY APPROVAL (P.6) MOVED BY DAVID JOHNSTON, SECONDED BY BRUCE HARDIE THAT WE APPROVE THE POLICY AS DISTRIBUTED. MOTION CARRIED
- d. PROVINCIAL TEAM BUDGET UPDATE AND APPROVAL (P.8) MOVED BY DAVE JOHNSTON SECONDED BY RICHARD NICHOL MOTION CARRIED
- e. SITE DEVELOPMENT UPDATE AND APPROVAL (P.12) MOVED BY BILL RALPH, SECONDED JOHN HAWRANIK. APPROVE SITE DEVELOPMENT UPDATE AS DISTRIBUTED. MOTION CARRIED
- f. FREE PRESS CONTACTS: MOVED BY RICHARD NICHOL, SECONDED BILL RALPH. THE BOARD SUPPORTS AND AUTHORIZES JOHN HAWRANIK TO PURSUE PUBLICITY AND THE POSTING OF RACE RESULTS THAT INVOLVE MANITOBANS IN PUBLIC NEWSPAPERS AND THE MEDIA. RESULTS AND STORIES AS MUCH PUBLIC EXPOSURE AS POSSIBLE. JOHN HAWRANIK WILL FOLLOW UP ON THE POSSIBILITY OF HAVING RACE RESULTS POSTED. MODEL THE BIKES AND BEYOND PROMOTIONAL ARTICLE (PAGE) IN THE FREE PRESS FOR NEXT SPRING. JOHN HAWRANIK WILL INVESTIGATE THIS POSSIBILITY THROUGH PUBLIC SERVICE ANNOUNCEMENTS OR FEATURE STORIES. MOTION CARRIED
- g. SPORT MANITOBA BOARD INFORMATION EVENING. JOHN HAWARINK WILLING TO INVESTIGATE AND WE WILL INVITE OUR SPORT LIAISON, FRED SCHNIEDER TO THE MAY MEETING FOR A 45 MINUTE PRESENTATION.
- h. CREATION OF AN AGM AND AWARDS BANQUET COMMITTEE: BILL RALPH, LARRY ARGUE AND A (MTB REP) WILL START THE COMMITTEE ROLLING. MANDATE TO SELECT A DATE AND VENUE FOR OUR AGM. THE COMMITTEE IS ASKED TO CONSIDER RETURN OF THE ANNUAL AUDIT, CYCLOCROSS CHAMPIONSHIOPS AND CONSTITUTIONAL GUIDELINES IN THEIR RECOMMENDATION TO THE BOARD. THE FINAL APPROVAL STILL REST WITH THE BOARD.

5. REPORTS:

- Sport Director (p.13)

- Presidents Report (p.3)
- VP of Finance (p.4)

Bruce will follow up with Sport Director 6 week evaluation and will survey the Board and Sport Manitoba staff directly involved with our office.

- Recreation and Transportation Coordinator (vacant)
- Road Coordinator (p.11)
- Mountain Bike Coordinator (see New Business item a)
- BMX Coordinator (p.13)

Provincial Team Coordinator (p.4)

The future of the van is in question after extensive pre-season repairs.

Moved by David Johnston Seconded by Richard Nichol, That we provide the outdated and surplus clothing to Program members, including future Team Managers and coaches and active athletes at \$25.00 an item. Motion Carried

**Notice of Motion:** Tabled from February Meeting:

Moved By David Johnston Seconded by Karin McSherry

Be it resolved that:

- Sub-paragraphs a) and b) be removed from the duties of each of the Road Coordinator and the Mountain Bike Coordinator
- Sub-paragraph b) of the duties of the Provincial Team Coordinator be changed by replacing “Road Coordinator and the Mountain Bike Coordinator” with “and the Provincial Team Committee”
- The membership of each of the Road Committee, Mountain Bike Committee and the Provincial Team Committee be modified to no longer include either of the other two respective Coordinators
- The following duties be added to each of the Road Coordinator and the Provincial Team Coordinator
  - To provide information to the Mountain Bike Coordinator in relation to the plans and proposed schedule of their committee
  - If requested, to attend meetings of the Mountain Bike Committee until such time as the season’s race schedule is finalized
- The following duties be added to each of the Mountain Bike Coordinator and the Provincial Team Coordinator
  - To provide information to the Road Bike Coordinator in relation to the plans and proposed schedule of their committee
  - If requested, to attend meetings of the Road Bike Committee until such time as the season’s race schedule is finalized
  - Motion Carried
- **Athlete Rep’s :**
  - Road
  - Mountain
- **Director’s At Large**
  - Cabrel
  - Richard

**- Wonda**

**5. NEXT MEETING DATE/LOCATION: ADJOURNMENT**

**MONDAY MAY 8<sup>TH</sup> 6:00 PM JON TO BOOK A ROOM WITH TELEPHONE CONNECTION PIZZA PROVIDED**

## ASSOCIATION VALUES WHICH IMPACT ON BOARD BEHAVIOURS

### 1] MUTUAL TRUST AND RESPECT

Behaviors which should be seen include:

- No personal attacks
- Ability to disagree
- No holding grudges - clear the air
- Value individual expertise
- Once authority is given and responsibility accepted respect that, and let people and committees do their jobs
- Meetings start on time
- Listening actively and seeking clarification
- Don't dominate
- Watch the interruptions
- Support each other
- Recognize good effort
- Come prepared to meetings

### 2] COMMITMENT TO EXCELLENCE

Behaviors which should be seen include:

- Professionalism from staff and volunteers - respect time and priorities
- Complete what you set out to do
- Set realistic and measurable goals
- Monitor work in progress and evaluate end results
- Move outside perimeter vision as an Association
- Focus on your own job
- Increased communication

### President's Report:

Cycling season is rapidly approaching, with the first (after Icebike) events of the season just around the corner. I would like to begin the report with thanks and appreciation, to Tim Woodcock for his second "annual" gala film festival at IMAX Theatre. This event has become a wonderful opportunity for cyclists to



shed those winter blues and start thinking cycling, the packed house appreciated the chance to mingle, the munchies and of course the movie... imagine a two hour Tour de France documentary that only mentioned Lance Armstrong in passing... I would also like to thank Drew Hawranik, Larry Argue, Jon Benson, Coach Marian, Lindsay Argue, Paul Benson, Leah Kirchmann, Dan Peters, and Anna Shappert and all the volunteers for the display and

support at the KidsSport Expo held at the MTS Centre on March 19<sup>th</sup>. The mascot “trike” races were a great source of amusement. Thanks to Mike McKee and Jon Benson, our license application process is on line and they have begun processing licenses for the new season. Board members are reminded that there is a license code for a Provincial Association Board members. Finally, thanks to Dave Johnston, Marilyn Johnston and Coach Marian for their most excellent adventure on this year’s Spring Training Camp in Oklahoma, details and wonderful stories to follow.

In addition there have been several on-going projects. There has been discussion and negotiation with the Canadian Cycling Association and Jones-Brown Insurance Company. Our payment for 2005 was in arrears and is being adjusted as I write this report. Final details should be available for the actual meeting on April 10<sup>th</sup> and will be reported separately. In March we completed a 2006 Draft Budget. Our plan is the square peg, and Jon and I have met with Laurel Read to see how we can make it fit into the Sport Manitoba Square peg. Our draft budget and the MCA/Sport Manitoba spread sheets will be provided under separate cover and will require some explanation/clarification, but rest assured nothing was removed from our draft proposal.

I met with the Officials Committee on March 29<sup>th</sup> and the Chief Commissaires of each discipline reviewed the budget and will be sharing the responsibility of purchasing supplies and equipment as required. The minutes of that meeting were shared with the Board last week.

In the upcoming week I will be representing the MCA at the Sport Congress, a President’s forum to receive Sport Manitoba updates and elect new members to the Sport Manitoba Board of Directors. I will provide any relevant follow up details next week.

*The Sport Congress was basic routine updates and information, a highlight was the 10<sup>th</sup> Anniversary Celebration and introduction of a new Sport Manitoba logo.*

#### **Vice-President Finance and Administration:**

1. We have initiated a cheque requisition process to authorize expenditures
2. The audited financial statements have been completed and should be in our hands by meeting time
3. I will try to obtain a listing of cheques and deposits and bank balance in time for the meeting
4. The Admin Sub-committee has not yet met so the financial policies are still in the development stage
5. Jon Benson’s 6 week probationary period runs from March 5 to April 14, 2006 and a performance review will be required. As per the contract this will be an oral review.
6. Our budget requires final discussion and approval

#### **Provincial Team Program:**

##### **Old Uniforms**

The MCA has the following old uniform items from, I believe, Canada Summer Games in 2001;

- Jerseys \$58.85
  - o 2 Large
  - o 4 XLarge

- Bibs \$53.50
  - o 3 XLarge
- Unlined nylon jackets \$67.00
  - o 2 XLarge
- Skin Suits \$85.60
  - o 2 Small
  - o 1 XLarge

These items are not of use in the Provincial Program and I would suggest that they be sold off, even if at a large discount, just to get them out of the way. Is it possible that Board members have contact with individuals who may be interested? Should they be advertised on the website? Your input would be appreciated.

### **MCA's Licensed Coaches**

We have not had any information made available to us regarding who the qualified and licensed cycling coaches in Manitoba are. At this point we will simply remain in touch with Jon, in the office, to determine which MCA members license as coaches for the 2006 season.

### **2007 Western Canada Summer Games application**

With assistance from Jon in the office, our initial application in relation to the 2007 Western Canada Summer Games has been submitted. The following will be acting as support staff;

- Coach, Marian Pyszczek
- Manager, Karin McSherry
- Mechanic, Daniel Nemetchek

### **Spring Camp**

The Spring Camp turned into an interesting exercise. On the Tuesday prior to departure the manager of the hotel that we were booked into phoned to inform me that in the previous 10 days they had received 33 inches of snow. Coach Marian and I spent many hours searching out alternatives across Canada and the US, eventually settling on El Paso, Texas.

Then, about 9:30 P.M. on the night prior to departure, I discovered that the internet based distance calculator that I had been using was giving me straight line distances between points, not driving distances. Suddenly El Paso had become 3,000 kilometres from Winnipeg, instead of 2,150.

Thursday afternoon, after talking with the President of the Texas Road Bike Racing Association, we revised the destination to Amarillo, Texas, which got us back down to about 2,100 kilometres (i.e. a 2-day drive).

About 400 miles into the trip south, just outside of Watertown, South Dakota, the transmission went out of the MCA van. Fortunately, we were able to get to the Ford dealership, obtain a suitable rental replacement and continue on south, leaving the dealership to repair the MCA van in our absence.

We made it to Lincoln, Nebraska the first night and the weather reports caused us to drive more south than west. We arrived in Paul's Valley, Oklahoma the second night, even managing a 1 ½ hour mid-day ride along a piece of secondary highway that ran parallel to the Interstate.

The Weather Channel forecasts that night pretty much convinced us that, so long as we could find some decent riding, we were in one of the better locations in the US, at that time. The athletes and Coach Marian set out to ride from Paul's Valley to the Arbuckle Mountains, a distance of about 25 miles, while I drove ahead to check it out.

I was lucky enough to run into a group of Roadies who told me that we were on the edge of the best cycling in all of Oklahoma. They were very helpful with suggestions not only for rides, but also for accommodations, shopping, etc.

And that is how the MCA's 2006 Spring Break Camp came to be held in the Arbuckle Mountains of Oklahoma.

We had 8 great days of riding, encountering only about 1 hour of light rain. The daily highs were consistently in the 70's, with the exception of the day when it got up to 85 F.

We had 11 mostly enthusiastic cyclists participate and didn't experience a single crash.

### **Provincial Team/Program**

The next item of interest is the attached document in relation to what has historically been called the Provincial Team and what we are proposing to call the Provincial Program.

By way of background and to explain why we are making the recommendations that we are, I hereby provide the following commentary;

- Historically the MCA has had a Provincial Team program, however it was basically undefined and greatly misunderstood
- Ideally a Provincial Team program would have a number of Clubs recruiting and training cyclists, from which it could in turn recruit members. For the most part, this is not the case in Manitoba and it is therefore necessary for the Team program to undertake at least some of its own development programming
- Within Manitoba the vast majority of cyclists do so completely on their own and have no affiliation with the MCA. Of those cyclists who do affiliate with the MCA they fall into three categories; Recreational (whose needs are addressed by the Recreation and Transportation Committee), Competitive (whose needs are addressed by the Road and MTB Committees) and High Performance (whose needs are to be addressed by the Provincial Team (Program) Committee)
  - o The Board of the MCA has the responsibility for all members and has delegated that responsibility for the three classes of members to the committees

- There are certain High Performance cyclists within the MCA who are few enough and their needs are specific enough that they are better dealt with by the Board on an as needed basis, rather than having them fall under the mantle of the Provincial Team (Program) Committee (see below for further explanation, however this would basically be cyclists who were outside of the age range supported by the Provincial Program, cyclists who participated in cycling disciplines not supported by the Provincial Program or cyclists who relocated outside of Manitoba)
- The members of the Provincial Team (Program) Committee should have knowledge and skills that are specific to the needs of young High Performance athletes and they should be chosen jointly by the Provincial Team (Program) Coordinator and the Provincial Coach
- Athletes need a certain level of maturity to be able to successfully participate in High Performance Cycling; therefore very young athletes should participate in the Provincial Cup series and delay entering the Provincial Program. However, one of the primary objectives of the Provincial Program is to compete well in the Junior category races and it is therefore desirable to have athletes enter the program prior to that age to allow for some advanced training. Therefore, the entry age into the Provincial Program was set at U17, or 15 years of age (bear in mind that this is their age at December 31<sup>st</sup> and could therefore be someone who is 14 throughout the season).
- The Provincial Program does not have the facilities or financial resources to support High Performance cyclists throughout their cycling careers. At some point, athletes will either have moved on to the CCA or some other more advanced cycling program or it will have become obvious that they have reached the top of their development. Therefore, the cut-off age for athletes in the Provincial Program is proposed to be Espoir, or 22 years of age.
- The Provincial Program does not have either the financial resources or the facilities to support all cycling disciplines. Therefore, the proposed supported disciplines will be MTB Cross Country and Road; Road Racing, ITT and Criterium.
- The Provincial Program should run 12 months of the year, under the supervision of the Provincial Coach, and it should teach cyclists not only how to race but also how to train
- Athletes involved in the Provincial Program should have the ability and desire to achieve podium results in national level competition
- Athletes involved in the Provincial Program require a much higher level of organized support than they have been receiving
  - If the Provincial Program is able to develop a sound long-term plan and begin to demonstrate better results more funding will be made available to that program to allow for the provision of these additional services
  - Many of the required services (e.g. mechanic) are obtainable on a volunteer basis and some (e.g. massage therapy) are obtainable in conjunction with teaching institutions

- It is important for a feeling of belonging and commitment that there be a Provincial Development Program uniform
- It is also realized that selection to the Provincial Team is a further achievement high point for athletes and that a specific Provincial Team uniform is therefore also a necessity
- Selection to the Provincial Team cannot be limited to the athletes in the Provincial Program as some of the Province's best cyclists may already be competing with the CCA and/or elsewhere when a Team is required

We realize that some of the proposed objectives may seem lofty; however we believe them to be achievable. We also realize that we haven't provided all of the steps necessary to achieve the objectives, however we must proceed one step at a time and we wanted to ensure that we had the support of the Board prior to proceeding further.

Once approved, it would be our intention to implement as much of the proposed Program as possible, as soon as possible. However, we also realize that 2006 would be a transition year and would be targeting 2007 as the year for full implementation.

### **Provincial Team/Program Budget**

The final item I would like to address is the Provincial Team's budget for 2006.

With the Spring Camp being just over, the Tour of 10,000 Lakes having been recently cancelled and the CCA having very recently announced that certain provincial races can be used to accumulate CCA points (a policy change that is still unclear and open to interpretation) Coach Marian would like more time to finalize his race schedule for 2006.

Also, given that the distance calculation error noted in the planning for the Spring Camp also impacted on the estimated costs of attending the various races already planned, the budgeted costs of race attendance has increased.

Therefore, we are requesting approval of the proposed attached budget with a line item of Other Races in the amount of \$1,740.

The following points should be noted;

- An equipment line item has been added and the amount is as proposed by Coach Marian
- Nothing has been allocated to support either the Spring Camp or Athlete's Uniforms

<b>Team/Program Budget</b>	<b>MCA</b>	Road	MTB	
Equipment	500	500		
Spring Camp	0	0	0	
Bikes on Broadway	1,286	1,286		
Regina	1,171	1,171		
MTB Canada Cup				
Races	1,500		1,500	
MTB Nationals	2,539		2,539	
Road Nationals	3,039	3,039		
Track Nationals	500	500		
Tour de l' Abitibi	500	500		
Other Races	1,740	1,740		
Uniforms				
Coaches & Managers	1,225	613	612	
Athletes	0			
	<u>\$14,000</u>	<u>\$9,349</u>	<u>\$4,651</u>	\$14,000

**Policy for Approval:**

**COMMITTEE COMPOSITION**

The MCA Provincial Program Committee shall be comprised of:

- Provincial Team Coordinator, who will be the chairperson
- Provincial Coach
- Three individuals to be chosen by the Provincial Team Coordinator and the Provincial Coach. Of these three individuals one should have had previous experience coaching cyclists in the ages of espoir or younger and two should have credentials in other areas of sports performance, training or management.

**PROGRAM OBJECTIVES**

The primary objectives of the MCA Provincial Program are:

- 1) To recruit and develop performance cyclists, both male and female, in the age range of U17 to Espoir in the disciplines of;
  - a. MTB
    - i. Cross Country
  - b. Road
    - i. Road Race

- ii. Criterium
  - iii. Individual Time Trial
- 2) To ensure a year-round program of training and development;
  - a. To teach cyclists to train
  - b. To teach cyclists to race
- 3) To achieve podium results in;
  - a. CCA Road Nationals
  - b. CCA MTB Nationals
  - c. Western Canada Summer Games
  - d. Canada Summer Games
  - e. Any other major race, which is entered as a Team (for example Tour de l' Abitibi)
- 4) To offer the following staff to support the Team
  - a. Coaching
    - i. NCCP Level 3 Certified Cycling Coach
    - ii. Male and Female NCCP Level 2 Certified Cycling Coaches
  - b. Manager
  - c. Massage Therapist
  - d. Mechanic
  - e. Sports Science Professionals, to assist with performance enhancement
- 5) To place cyclists on the CCA National Team
- 6) To be one of the best developed PSO programs within Sport Manitoba

The secondary objectives of the MCA Provincial Program are:

- 1) To be an incentive to and to encourage any children's cycling program that is associated with the MCA
- 2) To support the efforts of Team members with whatever equipment is within our budgetary means

### **PROVINCIAL DEVELOPMENT PROGRAM**

The Provincial Development Program (Program) will be open to any interested cyclist, male or female, who is in the age range of U17 to Espoir, who;

- is interested in at least one of the supported disciplines
- is also a member in good standing of the MCA
- has submitted a fully completed Athlete Agreement for the current year, which has then also been approved by the Team Coach and the Provincial Team Coordinator

There will be a Program uniform consisting of a jersey, bibs and a jacket. This uniform will remain the same from year-to-year.

### **PROVINCIAL TEAM**

A Provincial Team (Team) will be chosen, from eligible Manitoba Cyclists, to represent the MCA during competition at:

- a. CCA Road Nationals
- b. CCA MTB Nationals
- c. Western Canada Summer Games
- d. Canada Summer Games
- e. Any other major race, which is entered as a Team (for example Tour de l' Abitibi)

A Team will consist of the individuals named in the relevant technical package. If there is no technical package the Team will consist of 5 male and 5 female cyclists, the Provincial Coach and a Team Manager. Of the Provincial Coach and the Team Manager one is to be male and one is to be female.

A specific Team uniform, which differs from the Program uniform, may be designed and used for Team events. Such uniform is to be approved by the Provincial Program Committee in advance.

**Road Coordinator:**

Following up on a couple of items from the last BOD's meeting:

- #1. Facilities Development Fund – vote to approve re-write as discussed at last meeting.
- #2. Calendar Setting Policy – vote to approve as discussed at last meeting
- #3. “Level 1 Coaches Course” has been scheduled for the Fall as with commitments by ... and our race schedule it would have been difficult to find a suitable date earlier. Tentative Dates are Oct. 14/15 with costs being – Coaches Fee - \$400.00
  - Transportation - \$350.00
  - Accommodations - \$250.00

**TOTAL Approx. - \$1000.00**
- #4. Commissaires Course – Arlene has been investigating this Dave B may be eligible to take a course in May to become a course conductor.

**New Business:**

- i) Road season will begin on April 22<sup>nd</sup> with an ITT in Birds Hill Park. Require following to be available prior to that date:
  - Numbers
  - Signs
  - Radios
  - Camera/tripod
  - Laptop
- ii) Medals: Jon has investigated 4 suppliers at 250 - 300 medals Price Range 400-1200 Custom Bison. Some places will require artwork. Usually require 2 weeks notice. Two year purchase can result in a saving.
- iii) Conflict of Interest Policy – How it relates to our current situation with our President and In-term ED being Father and Son

- Thoughts and concerns from the Membership
- Sport MB's position
- The Board must deal with this conflict as directed in the **Policy** (see motion on page 1)

**Policy for Review:**

## **SITE DEVELOPMENT FUND**

**PURPOSE:**

Developed in 2002, the MCA Site Development Fund is an account held by the MCA and earmarked for:

- Race/event venue development projects initiated by MCA Members.
- Intended to offset the expenses associated with the building, maintaining and/or repairing of new and/or existing race/event venue, trail/roadways and/or permanent and/or temporary buildings and other physical structures designed to enhance the safety or utilization of a cycling race/event venue in Manitoba.
- Expenses may include but are not limited to the purchase of building supplies and the rental or purchase of machinery.

Costs not covered by this fund include:

- Labour
- Permits
- Licenses
- Professional fees

**ACCESSING FUND:**

MCA Members may submit requests for funding associated with race/event venue development to the MCA Board via either the Road or Mountain Bike Coordinator. These requests will be reviewed by the Board and will be either approved or denied with the applicant being advised of that decision.

For reimbursement from the Site Development Fund requests for funding must be submitted by April 30<sup>th</sup> to be considered for reimbursement in the same calendar year. The Board will make decisions regarding site development fund allotment by May 15<sup>th</sup>.

Eligible projects must be completed by December 31<sup>st</sup>.

**ELIGIBILITY:**

- Only MCA Members may apply for funding.
- Only expenses associated with site development will be considered.
- Original or photocopy of original receipts must be submitted with application.
- Receipts must show the amount of PST and GST as well as the total amount paid.
- Minimum amount per project: \$100

- Maximum amount per project: \$500
- MCA Members associated with an MCA-affiliated Club will be given preference.
- Maximum one request for funding per MCA-affiliated Club or individual MCA Member (if no Club affiliation) per calendar year.

## **ALLOCATION OF FUNDS**

The Site Development Fund will be made available in the following manner:

- MCA Board of Directors – 50%
- MCA Members – 50%

### **BMX Coordinator:**

In an effort to keep things short and sweet, my report will take that theme. Thank-you to all the people who helped out at the Sport Expo. It well attended and there was good interest by the public that attended. It will be interesting to see if they publish any kind of attendance figures so that we can determine the kind of exposure the venue draws.

As for replacement of the van, the following are some of the estimates of costs that have been found to date:

New Van     Savana 3500 GMC extended cab - \$40,645.00  
                  Ford E-Series Econoline E350 XLT - \$42,375.00

There are a number of late model used around. Examples are:

Giesbrecht and Sons - 15 passenger - \$29,900.00  
 2003 - Ford - 56,000 klm - Westward - \$20,995.00  
 2005 - Savana GMC 3500 - 37,544 klm - \$29,745.00

These will hopefully be helpful in furthering the discussion on the affordability of replacing the van.

### **Sport Director Update #1**

As you're all aware, we've been unable to have someone in the office for few months now, and so for the better part of the first week, I spent my time sorting through some 200+ emails in the inbox, and answering the 89 voice mail messages on the phone. As well as paying off many overdue bills, whether it be Internet, Autopac, Corporation fees or racing insurance from this past year. For the first 2 days I was lucky enough to have Kylie show me around and introduce me so I got to know the people that I will be working along side with, who thankfully, are extremely nice and don't seem too bothered when I don't seem to know what's going on.

This past week, I was a lot more caught up, however by no means less busy. A good portion of this week was spent on working with Mike and Alicia at Karelo on getting the new registration system

up and running smoothly. There were a lot of small problems initially, but it will definitely be a much faster and efficient program to use once we've settled into it.

It's been a bit of a hassle because I don't have the knowledge/authority to make decisions or sign off on most documents, so many things that could have taken 10 minutes, took an extra day because I had to stop off at Mike's, Wonda's or at home to get something signed before I could hand it in. But at the same time I realize there's not really any other way of working it, so although unfortunate, I've adapted to the situation.

I'm learning my duties for the most part as I go along so if there's something that needs me doing, let me know and I will be more than happy to take it on. Thanks for your time, and I welcome any feedback.

## **Sport Director Update #2**

Another update as to what I've been up to since I started until the board meeting one week from now.

I've already let you all know in a previous e-mail what I have been up to in my first weeks, so I won't go into detail about that again. I've settled in now a little more in the past two weeks, and have familiarized myself with all of the people I will be working with for my duration here. With the season now approaching I have been spending a good portion of the time dealing with license applications, as they all have to be done individually, it's a very time consuming task. Among my other major tasks getting done is completing and re-submitting the Directed Funding application for the coming year, getting in some last minute athlete assistance forms, Filing a name notation for the Kids of Mud program, as well as assisting Dave Johnston in the completion of the Funding Application for the 2007 Western Canada Summer Games.

In between I have been doing many smaller but essential tasks like writing/depositing cheques, filing a name notation for the Kids of Mud program, getting numerous copies of registration forms/manuals/posters etc. done for the coming year, as well as answering many calls and e-mails with questions ranging from "Where can I register?" to "Are there any races in Manitoba that I can do to qualify for the World Championships?"

In the coming week I will be continuing to do all of this as well as distributing new Provincial team clothing, picking up the new MCA canopy, researching the possibility of new medals for our Provincial championships as well as new things that are bound to pop up.

I've had to contact most of you at least a few times in order to get some of these things done and I can't thank you enough for all the help and support I've received. Looking forward to seeing you all out in one weeks time!