

Ontario Masters Track and Field Association

2008 Annual General Meeting - Minutes

Date; 7:16PM – 9:45PM Wednesday, January 14th, 2009

Location; Sport Alliance 1185 Eglinton Room 3B

Attendance, Regrets & Proxy count;

OMTFA Officers & Directors:

Doug Smith President (61 proxy)

Paul Osland Vice President

Norm Creen Treasurer

Don Ritchie Secretary

Jack Castle

Chris Lemassif

Al LePage

Regrets:

Craig McLaughlin

John Olivierre

Richard Parkinson

Lily Whalen

Membership in attendance:

Bob Moore

Ducan Greenshields

Jim Pascoe

Brian Keaveney (1 proxy)

Jim Flowers

Karla Del Grande (1 proxy)

2007 AGM Minutes

- Motion to accept (Doug/Paul/ all)

President's Report (copy provided by Doug Smith);

The Ontario Masters membership proposal, which was implemented in March, has achieved all of our goals and much more.

Our 2008 membership levels are 40% above any previous year. Our agreement with the CMAA enabled us to help grow CMAA membership levels to their highest levels ever as well. With this increased membership, we have started to be noticed by sponsors. As well, we have received membership revenues that have allowed us to implement the web site and new programs – which I hope will add value to an Ontario Masters membership. Our site has had over 4200 hits in a month.

Our affiliation with Athletics Ontario has been of great value to our association. They provide sanctioning and insurance for our events, as well as an Athletics Canada registration number to our members.

I am very proud of the Athlete's Profile that Chris has set up on the web site. Our members have their own page – with an action photo and a link to their performances and national rankings.

Our online membership registration and event registration has made these tasks a lot easier for our members and we continuously receive accolades around these added features.

We continue to provide masters athletes across the country with a track & field Ranking system. Everyone who competes in our sport in Canada can compare their performances with their age-group peers.

We hosted a Road Race Championship in Taylor Creek Park. The race had free registration. This was done as a test to determine if there was member interest in adding road races to our future fixtures list. Based on much positive feedback we hope to implement a whole series of road races in 2009.

In order to add additional value to OMTFA membership we instituted a members-only policy for all of our championship events. We hope to promote the idea that everyone who competes in our sport should become part of the association.

We communicate with over 95% of our members with our frequent Ontario Masters Enews.

The Ontario Masters Championship medal was redesigned and features a plate with the event information stamped on the award.

Team Scoring at our cross country races was changed to overall places rather than finishing times.

We have started to compile Ontario Masters Provincial Records for the first time.

We will be presenting 2008 Ontario Masters Athletes Of The Year awards in the following categories; Racewalking, Roadrunning, Cross Country, Track, Jumps, and Throws.

We are developing a group of new Athletics Ontario-qualified Officials that will benefit our meets.

After having been approached by a number of sponsors, we have reached a major sponsorship agreement with Goway Travel. They will be the exclusive agent for the Ontario Masters.

*The Ontario Masters Board of Directors is making a motion to change the name of the association to **Ontario Masters Athletics**. Non-members, especially road runners, may mistakenly think that we are track oriented. The new name would be consistent with the International body (IAAF), the international masters body (WMA), the National body (AC), the national masters body (CMAA), and the provincial body (AO).*

Financial Report: (Norm)

OMTFA Financial Report as of March 31st, 2008 (See Appendix A)

- Jim P. There is approximately \$19,000 shown in membership dues. Can we expect an increase in Dec 31 2008 report?
- Norm: Yes
- Motion to accept OMTFA financials as of March 31, 2008 (Bob/Jim/ All)

OMTFA Financial Report as of December 31^s 2008 (See Appendix B)

- Norm explained operational aspects of PayPal and that asset reside in this facility and are move to the OMTFA bank periodically
- Cheques which have not been cashed (but committed) appear in accounts payable. Norm expects the funds to be in the associations account by the end of January. The financials will be adjusted on the financials accordingly. The cheques are for the website, clock and Hytek software.
- Duncan: why expense the clock.

- Norm: General accounting rules permit non-for-profit association to show expenses this way and it highlight expenses more clearly.
- Doug: Believes that “Other income” of \$271 for OTFA should be around \$1,200.
- Norm: Action item to investigate. Likely data entry error.
- Jim: question about membership fees and rebates from CMAA or OTFA.
- Membership fee is when members pay us directly. Rebate is when fee goes to CMAA
- Motion to accept OMTFA Financials Report as of December 31st 2008 (Norm/Chris/all)

Director’s Reports;

Membership & Website (Chris)

- See Appendix C
- Brian. Believes we are missing membership opportunities, for example, with coach at York University wanted to would join OMTFA; however the online system does not offer ability for coach, officials, etc. to join.
- Doug indicated that Chris could look into offer this feature.
- Duncan commented on how professional the track meets are run. He has been with the Association for a couple years, and thinks that we need to explore ways to get our name out there.
- Doug indicated that we are currently exploring new ways to increase membership. This is one of the goals for 2009.
- Jim: Is blog being used?
- Yes, Facebook but it is not being used extensively.
- Jim suggested that we should not be using 3rd party (Facebook) to blog. Same issue with PayPal, in that it is a 3rd party. Indicated that members do not have an option to enter track meets other than through PayPal.
- Doug indicated that we accept cheques, but this is not advertised.
- Jim suggested we advertise that there are alternatives.
- Jim F. what about people that do not use a computer?
- Doug – there are about 20 members that he calls directly.
- Jim P&F indicated that we should use any option possible to increase membership.
- Doug indicated that 2008 we explore the computer in more details, it was successful, and we will explore other options.
- Brian Gary Lubin, a local HJ coach is interested in OMTFA as a coach and official

OTFA Affiliation; (Paul)

- OMTFA entered into agreement with OTFA in 2008, by becoming an affiliate association. The first year was successful. In 2007, when OTFA membership was optional, there were 150 that were OTFA member that were also OMTFA members. This is now automatic, increasing OTFA membership by 550 members (700 – 150 = 550 from 2007 to 2008).
- OMTFA qualified for OTFA insurance coverage, reduce OMTFA insurance costs by approximately \$4,000 annually.
- Late in 2008, OMA committed to assisting with development of OMTFA officials. So far, 15

- volunteers have indicated interest in officiating training.
- Brian asked about cost to pay for officiating training.
- Paul indicated that he believed that OTFA should pay for this.
- Brian indicated that OTFA is paid by the officials, so he believes the OTFA should pay for the training, since they will also benefit from an increase in the official members.
- Feb 15th first training session.
- OTFA has agreed that a portion of the Cross country championship fee for master's participants should go to the OMTFA. The OMTFA will receive approximately \$1200.
- Paul and Doug attended the first annual OTFA award ceremonies. OTFA and OMTFA discussed expanding the award ceremony to include master's content in the future. The idea was well received and will explore this further in 2009.

Proposed changes to the BY-LAW of the Ontario Masters Track & Field Association;

- See Appendix D
- 10.1 Accepted with revisions:
 - Change "Provided" to "providing"
 - Remove the second line sentence "The Board of director..."
- 10.3 Accepted
- 10.5 Accepted
- Motion to accept changes (Norm/Bob/all)
- Motion to accept logo changes (Jim P./Duncan/all)

Executive Elections

- Don informed the meeting that all OMTFA Officers and Directors have accepted nominations via email & phone.

Slate of Officers and Directors for 2009

Doug Smith, Paul Osland, Norm Creen, Don Ritchie, Jack Castle, Chris Lemassif, Al LePage, Craig McLaughlin, John Olivierre, Richard Parkinson, Lily Whalen

Asked the floor for nominations:

- Doug nominated Karla Del Grande as Director
- Karla accepted the nomination.
- Motion to accept Karla as member of the OMTFA Board (Doug/Duncan/all)
- Motion to close nominations (Jim/Al/all)

Discussion from the Floor;

- Brian: received inquiry about masters throwing events option for handicapped athletes.
- OMTFA is not current equipped to offer events to handicapped athletes and is not familiar with competition rules for these events. OMTFA understands that there is currently association better equipped to offer meets for handicapped athletes.
- OMTFA will continue to gage interest from its membership.
- Motion to adjourn meeting at 9:45PM: (Doug/Chris/all)

**ONTARIO MASTERS TRACK AND FIELD ASSOCIATION
BALANCE SHEET
AS AT MARCH 31, 2008**

	<u>2007/08</u>	<u>2006/07</u>
ASSETS		
Current Assets:		
Cash (DUCA)	\$ 12,119	\$ 5,477
Short-term Investments:		
ING Bank	\$ 371	\$ 371
DUCA	50	50
Medals Inventory	7,390	4,581
Prepaid Expenses		
Total Assets	<u>\$ 19,930</u>	<u>\$ 10,479</u>
LIABILITIES AND EQUITY		
Current Liabilities:		
Unearned Income		-
Total Current Liabilities	-	-
Fund Balance:		
Surplus (Deficit), Current Year	9,451	4,534
Fund Balance - Beginning of Year	<u>10,479</u>	<u>5,946</u>
Total Fund Balance	19,930	10,479
Total Liabilities and Fund Balances	<u>\$ 19,930</u>	<u>\$ 10,479</u>

Appendix A – Financial Reports (2/3)

ONTARIO MASTERS TRACK AND FIELD ASSOCIATION
STATEMENT OF OPERATIONS BY SOURCE
AS AT MARCH 31, 2008

	ACTUAL	FORECAST	VARIANCE	LAST YEAR
NET REVENUE FROM MEMBERSHIPS:				
Revenue: Membership Fees	\$ 3,260		\$3,260	\$ -
CMAA Rebate	7,146	2,500	4,646	2,000
	<u>\$ 10,406</u>	<u>\$ 2,500</u>	<u>\$7,906</u>	<u>\$ 2,000</u>
Expenditure: CMAA Payment	1,238		1,238	\$ -
OTFA Payment	1,682		1,682	\$ -
	2,919	\$ -	2,919	\$ -
Net Revenue (Expenditure) from Memberships	<u>\$7,487</u>	<u>\$2,500</u>	<u>\$4,987</u>	<u>\$2,000</u>
NET REVENUE FROM EVENTS:				
Revenue: Entry Fees	\$ 18,479	\$ 16,910	\$1,569	\$ 18,793
Other Income	228	200	28	1
	<u>\$ 18,706</u>	<u>\$ 17,110</u>	<u>\$1,596</u>	<u>\$ 18,794</u>
Expenditure: Track Rental	4,638	4,300	(338)	3,973
Meet Director's Expenses	200	300	100	553
Medical Staff	1,742	1,650	(92)	1,457
Officials	1,929	2,095	166	904
Medals/Ribbons	3,054	3,140	86	1,486
Administrative Expenses	1,914	650	(1,264)	1,303
Supplies	888	800	(88)	569
Club Payment	756	-	(756)	
	<u>\$ 15,120</u>	<u>\$ 12,935</u>	<u>(\$1,429)</u>	<u>\$ 10,245</u>
Net Revenue (Expenditure) from Events	<u>\$3,587</u>	<u>\$4,175</u>	<u>\$167</u>	<u>\$8,549</u>
NET REVENUE FROM OTHER SOURCES:				
Revenue: Sale of Material	-	-	0	-
Equipment Rental	97		97	-
Interest Income	0	96	(96)	88
OTFA Grant	2,000	2,000		
Bell True Sport Foundation Grant	500	500		
Donation			0	-
	<u>\$ 2,597</u>	<u>\$ 2,596</u>	<u>\$1</u>	<u>\$ 88</u>
Expenditure: Meeting Expenses	499	400	(99)	1,291
Office Expenses	1,199	1,600	401	1,525
Newsletter	1,085	1,800	715	1,592
Postage		30	30	
Bank Charges	101	96	(5)	428
Telephone/Internet	148		(148)	
Travel	32	60	29	36
Equipment Purchases	840	1,800	960	974
Miscellaneous Expenses	316	600	284	257
	<u>\$ 4,219</u>	<u>\$ 6,386</u>	<u>\$2,167</u>	<u>\$ 6,103</u>
Net Revenue (Expenditure) from Other Source:	<u>(\$1,623)</u>	<u>(\$3,790)</u>	<u>\$2,167</u>	<u>(\$6,015)</u>
EXCESS OF REVENUE OVER EXPENDITURE	<u>\$9,451</u>	<u>\$2,885</u>	<u>\$7,321</u>	<u>\$4,534</u>
Fund Balance, Beginning of Period	\$10,479			\$5,946
FUND BALANCE, END OF PERIOD	<u>\$19,930</u>			<u>\$10,479</u>

Appendix A – Financial Reports (3/3)

**Ontario Masters Track and Field Association
Events 2007/2008**

	Outdoor Champ. London 3-Jun-07	Summer Mini- Meet 22-Jul-07	XC 5K Taylor Creek 30-Sep-07	XC 8K Sunnybrook 4-Nov-07	XC 5K Brockville OTFA/OMTFA 18-Nov-07	MiniMeet 1 York 13-Jan-08	MiniMeet 2 York 27-Jan-08	MiniMeet 3 York 10-Feb-08	Indoor Champ. York 24-Feb-08	Total
REVENUE:										
Entry Fees	\$5,628	\$490	\$887	\$2,005		\$1,700	\$1,450	\$1,995	\$4,325	\$18,479
Other Revenue					228					228
Total	\$5,628	\$490	\$887	\$2,005	\$228	\$1,700	\$1,450	\$1,995	\$4,325	\$18,707
EXPENSES:										
Facility Rental	\$1,102	\$482	\$166	\$110		\$550	\$550	\$550	\$900	\$4,410
Meet Director									200	200
Medical Services	200	197	197	197		222	196	231	302	1,743
Officials	415	130		60		326	222	261	515	1,929
Awards	1,976		200	231					846	3,254
Admin. & Misc.	940			30	278	150	50	132	182	1,761
Meet Supplies	25		130	280			58		481	974
Club Payment	756									756
Total	\$5,414	\$809	\$693	\$908	\$278	\$1,248	\$1,076	\$1,174	\$3,426	\$15,026
NET REVENUE	\$213	-\$319	\$194	\$1,097	-\$50	\$452	\$373	\$821	\$899	\$3,681

**ONTARIO MASTERS ATHLETICS
BALANCE SHEET
AS AT DECEMBER 31, 2008**

	<u>2008/09</u>	<u>2007/08</u>
ASSETS		
Current Assets:		
Cash (DUCA)	\$ 9,996	\$ 1,133
Short-term Investments:		
ING Bank	\$ 4,450	\$ 371
DUCA	50	50
Outstanding Deposit	6,114	
PayPal Balance	3,271	
Medals Inventory	3,753	8,236
Total Assets	<u>\$ 27,634</u>	<u>\$ 9,790</u>
LIABILITIES AND EQUITY		
Current Liabilities:		
Accounts Payable	8,133	-
Total Current Liabilities	8,133	-
Fund Balance:		
Surplus (Deficit), Current Year	(429)	(690)
Fund Balance - Beginning of Year	19,930	10,479
Total Fund Balance	19,501	9,790
Total Liabilities and Fund Balances	<u>\$ 27,634</u>	<u>\$ 9,790</u>

**ONTARIO MASTERS ATHLETICS
STATEMENT OF OPERATIONS BY SOURCE
AS AT DECEMBER 31, 2008**

	<u>ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE</u>	<u>LAST YEAR</u>
NET REVENUE FROM MEMBERSHIPS:				
Revenue: Membership Fees	\$ 10,650	\$ 14,400	(\$3,750)	\$ -
CMAA Rebate	3,576		3,576	2,000
	<u>\$ 14,225</u>	<u>\$ 14,400</u>	<u>(\$175)</u>	<u>\$ 2,000</u>
Expenditure: CMAA Payment	5,500	5,400	(100)	\$ -
OTFA Payment	1,030	1,800	770	\$ -
	<u>\$ 6,530</u>	<u>\$ 7,200</u>	<u>\$670</u>	<u>\$ -</u>
Net Revenue (Expenditure) from Memberships	\$ 7,695	\$ 7,200	\$495	\$ 2,000
NET REVENUE FROM EVENTS:				
Revenue: Entry Fees	\$ 9,369	\$ 7,860	\$1,509	\$ 8,958
Other Income	271	200	71	-
	<u>\$ 9,640</u>	<u>\$ 8,060</u>	<u>\$1,580</u>	<u>\$ 8,958</u>
Expenditure: Track Rental	1,026	1,400	374	2,088
Meet Director's Expenses	200	200	0	-
Medical Staff	757	725	(32)	791
Officials	939	720	(219)	605
Medals/Ribbons	1,765	3,540	1,775	2,207
Administrative Expenses	557	350	(207)	1,400
Supplies	747	720	(27)	305
Club Payment	-	-	0	756
	<u>\$ 5,990</u>	<u>\$ 7,655</u>	<u>\$1,665</u>	<u>\$ 8,152</u>
Net Revenue (Expenditure) from Events	\$ 3,650	\$ 405	\$3,245	\$ 806
NET REVENUE FROM OTHER SOURCES:				
Revenue: Sale of Material	-	-	0	-
Equipment Rental			0	-
Interest Income	79	72	7	-
OTFA Grant	2,000		2,000	
Bell True Sport Foundation Grant		500	(500)	-
Sponsorship	2,500		2,500	
Donation	3,000		3,000	-
	<u>\$ 7,579</u>	<u>\$ 572</u>	<u>\$7,007</u>	<u>\$ -</u>
Expenditure: Meeting Expenses	-	90	90	171
Office Expenses	-	-	0	1,125
Newsletter	-	-	0	1,085
Internet Development	6,455	4,000	(2,455)	
Postage		20	20	
Bank Charges	50	72	22	42
Telephone/Internet	110		(110)	69
Travel	-	30	30	32
Equipment Purchases	5,533	1,350	(4,183)	840
Miscellaneous Expenses	476	450	(26)	133
Medals:Allocated	6,729		(6,729)	
	<u>\$19,353</u>	<u>\$6,012</u>	<u>(\$13,341)</u>	<u>\$3,495</u>
Net Revenue (Expenditure) from Other Source:	(\$11,774)	(\$5,440)	(\$6,334)	(\$3,495)
EXCESS OF REVENUE OVER EXPENDITURE	(\$429)	\$2,165	(\$2,594)	(\$690)
Fund Balance, Beginning of Period	\$19,930			\$10,479
FUND BALANCE, END OF PERIOD	\$19,501			\$9,790

Appendix B – Financial Reports (3/3)

**Ontario Masters Athletics
Events 2008/2009**

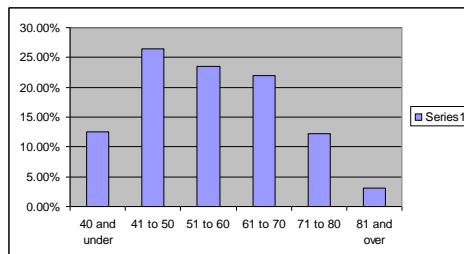
	Outdoor Champ. London 30-Jun-08	Road Race 23-Aug-08	XC 5K Taylor Creek 5-Oct-08	XC 8K Sunnybrook 2-Nov-08	XC 5K OTFA/OMTFA 16-Nov-08	MiniMeet 1 York 11-Jan-09	MiniMeet 2 York 25-Jan-09	MiniMeet 3 York 15-Feb-09	MiniMeet 4 York 15-Mar-09	Indoor Champ. York 29-Mar-09	Total
REVENUE:											
Entry Fees	\$ 6,876	\$0	\$623	\$1,730		\$194					\$9,423
Other Revenue					271						271
Total	\$6,876	\$0	\$623	\$1,730	\$271	\$194	\$0	\$0	\$0	\$0	\$9,694
EXPENSES:											
Facility Rental	\$895			\$131							\$1,026
Meet Director	200										200
Medical Services	356	63	143	195							757
Officials	879	60									939
Awards	1,471			294							1,765
Admin. & Misc.	0		160	139							299
Meet Supplies	402	397	139	206							1,143
Club Payment	0										0
Total	\$4,202	\$519	\$442	\$966	\$0	\$0	\$0	\$0	\$0	\$0	\$6,130
NET REVENUE	\$2,674	-\$519	\$181	\$764	\$271	\$194	\$0	\$0	\$0	\$0	\$3,565

Membership update

15 January 2009

2008 membership: Great results

- 2007 members: Approx. 460
- 2008 members: 701
 - Numbers:
 - New members: 230 (32%)
 - Back: 24
 - Non renewals from 2007: 49
 - Population:
 - Male skew: 70%
 - Ages:



- 2009 members: 209
 - New members: 39 (19%)
 - Back: 4

Reasons for these results

- Our own database – our own members
- Website:
 - Easy to find (search engines)
 - Shows OMTFA as a professional organisation
 - Complete information – info easy to find
 - THE place to find any masters information – even for people out of Ontario
 - Easy to navigate, sign up, register for meets, pay, etc
- E-newsletter
 - Action shots, new-member photos, event summaries, etc
- Increased value proposition
 - More events
 - Cheaper (or free) events for members
- Personalisation
 - Athlete profiles, welcome emails, birthday wishes, reminders, etc

Future growth

- Growth – Why?
 - More members:
 - More/better competition,
 - Cheaper participation for members,
 - More volunteers, more officials
 - More events
 - In more locations
 - More coaching opportunities
 - More Masters clubs
 - More Masters sections within clubs
 - Be more attractive to sponsors
- New sponsor: GoWay Travel (November 2008)
 - Can organise all athletics trips out of North America (group and individual)
 - Preferred travel and hotel rates
 - Block reservations
 - Special treatment to OMTFA members
 - Can organise personal trips

Appendix D: Proposed OMTFA BY-LAW changes

The OMTFA Board of Directors proposes taking the highlighted sections out of the ByLaws – as membership in the Association is not dependant on residence in Ontario or membership in the Canadian Masters Athletic Association, and adding ‘within 30 days of membership expiry’ to 10.5

MEMBERSHIP

10.1 **Entitlement** Membership in the Association shall be available to those persons ~~who are residents of the Province of Ontario and member in good standing of the Canadian Masters Athletic Association (CMAA) and~~ whose application for admission as a member has received the approval of the Board of Directors of the Association. The Board of Directors may also pass membership rules, provided, among other things, for the admission of members by the Secretary of the Association. Each member shall be promptly informed by the Secretary of his/her admission as a member.

10.3 **Annual Members**

~~(a) — A person is eligible to be an Annual Member where the person is a resident of the Province of Ontario, has received the approval of the Board and is a member in good standing of the CMAA;~~

~~(b)~~ Any annual membership in the Association shall be effective only from January 1st, in any year to December 31st in the same year PROVIDED THAT any Annual Member who is elected as a director shall retain such annual membership so long as he or she remains a director.

10.5 **Termination of Membership** The membership of any member shall be automatically terminated if such member fails to renew their membership **within 30 days of membership expiry** ~~in the CMAA or ceases to be a resident of the Province of Ontario. Such termination of membership shall not prejudice the member’s right to re-admission upon renewing their membership in the CMAA or becoming a resident of the Province of Ontario once again.~~ The Board may, by resolution passed by a vote of sixty-seven percent (67%) of the directors, terminate any membership for just cause, provided, however, that the membership of any director of the Association shall not be terminated unless such director has first been removed as a director of the Association pursuant to Section 4.4 of this By-law.

The OMTFA Board of Directors also proposes;

- changing the name of the association from the Ontario Masters Track & Field Association to ***Ontario Masters Athletics***.

*Non-members, especially road runners, may mistakenly think that we are track oriented. The new name would be consistent with the International body (IAAF), the international masters body (WMA), the National body (AC), the national masters body (CMAA), and the provincial body (Athletics Ontario). (the Ontario Track & Field Association has changed their name to **Athletics Ontario**).*

We feel that ‘Athletics’ is representative of all disciplines - Track & Field, Cross Country, Roadracing, and Racewalking.

- changing the association logo to;

