

ETFC 2022 Spring Meeting Minutes

- **Date:** Thursday, April 28, 2021
- **Time:** 7:30 PM
- **Location:** Zoom

Meeting called to order at 7:32 pm April 28, 2021 by Robyn Webster.

Review Attendance, Quorum, and Voting Representatives

Person	Club/Role	Votes
Corrine Timmer	President	1
Loretta Amerongen	Treasurer	1
Robyn Webster	TOP/ETFC Coordinator	0
Rachel Yee	Secretary	1
Emily Cliff	Capital City	0
Lauren Town	Capital City	0
Madison Kirchner	Capital City	0
Reem Hamdon	Capital City	0
Matt Norminton	RRAC & CUE	6
John Valentine	Harriers	0
Ralph Troschke	St Albert	3
Blain Clouthier	Columbians	3
Gabrielle Dyck	Thunder	0
Darren Dellezay	Leduc	3
Hailey Hitchings	Thunder	0
Aidan McIntyre	Thunder	0
Kyle Dong	Harriers	0
Diana Siwila	Thunder	0
Linda Blade	Independent	0
Lornette Day	House of Speed	3
Diego Castillo	Running Room	0
Jevin Monds	Fast Trax	3
Kianna Peterson	Harriers	3
Dallas Kendrick	Columbians	0
Antoine Boussombo	EOC	3
Kudakwashe	Thunder	0
Murasiranwa		
Danelle Sheppard	Capital City	0
Alexandre Bouferguene	Harriers	0
Sydney Maziarz	Thunder	0
Bruce Mintz	Masters	3
David Bouferguene	Harriers	0
Raeleen Hunter	Capital City	0

Agenda:

1. Review Attendance, Quorum, and Voting Representatives
2. Indoor Review
 - a. Facility usage
 - b. Bookings and fees for next year
 - c. Scheduled high jump and throws time
 - d. Club athlete reporting protocol
3. Outdoor Review
 - a. Bookings for this season
 - b. Mandatory policy review and signature by each coach
 - c. Number reporting and invoicing
 - d. Scheduled high jump times
 - e. Addressing non ETFC users during bookings
 - f. Equipment/storage
 - g. Presence at school meets
 - h. Para clinic & integration
4. Floor open to attendees
5. Adjourned

Meeting Minutes:

1. Review Attendance and Quorum

- Reviewed see above.

2. Indoor Review

- a. Facility usage
 - o Kinsmen
 - Robyn indicated a track monitor was not hired and that there were some issues with following the policy that needed to be reinforced
 - Robyn asked for feedback from the group
 - Matt indicated on Mondays/Wednesdays things went smoothly. He did not think we needed a monitor as any issues that came up were worked out between coaches
 - Blain indicated that he noticed fitness people warming up and down on the track near the end of the indoor season when clubs were transitioning outdoors. He suggested that we communicate to Kinsmen that the space is rented for ETFC usage only
 - Robyn indicated emails were received throughout the season regarding hurdles (where to do drills, which lanes etc.) and lane blockages (using barriers to block off lanes)
 - Based on indoor season, ETFC board will be asking coaches to formally review training policy for outdoors

- Linda asked if Kinsmen will be closed next year. Robyn indicated that construction has been pushed to Feb 2023. ETFC will have access till Feb as of right now
 - Lornette indicated that this was her first year in Kinsmen and she commented on how friendly the other coaches were to help out when she was unsure of things and wanted to say thank you
 - Dome and TTC
 - Robyn indicated there were no major issues that came up. She indicated that there have been some no shows at the Dome and groups have not been cancelling their bookings in the calendar. She also indicated that most groups start at 5pm, with the exception of the Harriers who start at 4:30pm. She asked if anyone other than the Harriers would want a 4:30pm start – there was no interest, so bookings may be adjusted. She also indicated that on Saturdays there have been several no shows. She re-iterated that this can be costly for ETFC as we are spending money to book and no one is utilizing the space
- b. Bookings and fees for next year
- Robyn indicated TTC bookings have been dropped to 2 days/week for next year (one day is Sat, which will be cancelled on the days with meets). The bookings for next year have already been booked. Robyn asked if anyone is interested in using TTC more next year, but there was no interest
 - ETFC board would like to throw out a rough range to help clubs set fees in September – based on previous years, clubs can expect the fees to be in the range of \$300-\$350/athlete, however, this could change if circumstances change (ex. facility fees increase)
- c. Scheduled high jump and throws time
- High jump: Robyn indicated an informal high jump schedule was tested on Tuesdays at Kinsmen when the Expo was no longer available. Linda indicated that she likes that there would be a schedule as it would make things easier for coaches to practice plan. Kyle suggested making it a bookable item. Dallas indicated their Tuesday senior high jump schedule worked well (Linda from 5-6pm and Dallas from 6-7pm, with Amy also there some days)
 - Throws: Robyn indicated senior throwers usually go to TTC, but younger throwers are usually at Kinsmen. She has discussed with some coaches on how to make the Kinsmen infield a better space for throws practices for junior dev athletes. She indicated that on booked high jump days, certain areas could be blocked off for throws
- d. Club athlete reporting protocol
- Robyn indicated that ETFC asked for numbers in Nov/Dec and addressed that the board understands that numbers can change. However, she indicated that fees are based on knowing the numbers, so the ETFC board will be sticking with billing based on those numbers. For the next indoor season, club numbers will need to be confirmed by Dec 1. There is also a reduced fee for athletes starting Jan 1 and new athletes need to be reported to Robyn
 - Corrine indicated that clubs should generally know who will be training by Nov

Floor open for feedback on indoors:

- Blain asked for more specifics on the hurdle situation mentioned earlier. Robyn indicated that there have been several different options suggested for how hurdles are done indoors. Concerns that have been raised include curtains being in the way on the back stretch (injuries from athletes hitting curtain, not having enough space etc.) and no markers on the front stretch (could potentially look at putting markers on front stretch to put hurdles on that side instead). Issues with using the front stretch include being crowded from people also doing block work. Robyn indicated that some groups have opted to use the dome for hurdles instead, but at the moment better options for running hurdles have not been presented yet. She also indicated that hurdle drills have been reported to being done on the track, and the policy requires them to be done on the infield or curtain lanes between track and infield.
- Robyn indicated we may need to do a walk through next indoor season with all coaches including the set-up of equipment so that it is clear for everyone how the policy operates in person
- Antoine asked if there is a specific day to pick up stuff from the locker. Robyn indicated it is difficult to pick one day that works for everyone. She indicated that she will connect coaches with the Kinsmen staff to arrange pick up

5. Outdoor Review

- a. Bookings for this season
 - Policy can be found here: <http://www.etfc.ca/resources>
 - Robyn indicated the policy document for Rollie Miles has been updated (updated things include removal of covid related information, updated club fees listed, updated dates/times [Sat bookings cancelled when there are local meets])
 - Robyn asked if anyone wants track later than Aug 12 (CSG is the last meet). Raeleen indicated the CSG team leaves Aug 16. No one expressed interest in booking the track later than Aug 12
 - Robyn indicated the track is booked the weekend of the CALTAF Classic and asked if any groups were not planning on going who would want to keep the booking. There was no response among attendees (assuming most groups are going to the CALTAF Classic), so Robyn will cancel Fri/Sat Rollie Miles booking for that weekend unless someone indicates otherwise
 - The Rollie Miles booking during the Spring Challenge weekend will be kept
- b. Mandatory policy review and signature by each coach
 - Robyn asked if there are questions about the policy. Blain indicated the policy states facility usage is 4:30-7pm exclusive to track athletes. He indicated that some track coaches with other sports have brought athletes and wondered if that is allowed. Robyn indicated that due to insurance that is not allowed as ETFC is a sub-licensee of AA, so members using the ETFC bookings must also be an AA member. If something happens, and they are not an AA member, the club will likely be in trouble, therefore, non-AA members cannot be on the track during our bookings. Robyn indicated there will be some overlap as Scona has the track booked till 4:30pm. She indicated if you see a team that should not be there, coaches should first talk to the Rollie Miles staff. Corrine also mentioned that the bookings are exclusive to ETFC members only. Antoine indicated he

does a lot of dryland training with soccer players and asked if they would be allowed on the track if they have an AA membership and are included in the club numbers. Robyn asked if anyone has an issue with this. Blain indicated that everyone would just need to be educated about track etiquette

- Robyn asked if there are any other issues with the Rollie Miles policy
 - Blain had a question about starts – where should they be done? Starts only at 100m and 200m starts. Hailey indicated that sometimes people do starts on the back stretch for more space. Blain indicated the blocks could be in the way of people doing long sprints. Matt indicated we could potentially cut down a lane for distance runners as they don't need all 4 lanes (lane 1-4). Madison agreed with Hailey and indicated that it is nice to have the flexibility to take groups to the back stretch to have more space, allow for athletes to be more focused and not distracted by other groups. Antoine agreed and suggested we do lane 1 and 2 for distance running and younger athletes doing laps around the track, lane 3 as a flex lane (for passing if needed), lane 4 and 5 for long sprints and lanes 6-8 for blocks/hurdles

MOTION - Anyone opposed to proposed changes to lane usage (lane 1 & 2 for distance running and younger athletes, lane 3 as a flex lane, lane 4 & 5 for long sprints and lanes 6-8 for blocks/hurdles)

There were no objections

- Corrine added some additional comments:
 - Drills are not to be done on the track
 - High jump – in addition to the ETFC policy, the city policy states that mats are not for lounging; mats should be used for jumping only
 - Long jump – when you are done, the pit needs to be raked and covered and rakes need to be returned to the garage
 - Equipment must be put away by 7pm as Rollie staff need to leave; extra fees incurred from putting equipment back late will be billed to the club
 - Robyn indicated there are two high jump mats - if anyone has issues with the pink set, they can request to bring out the competition set
- c. Number reporting and invoicing
- Clubs need to let Robyn know which category they fall in and she can cross reference members with Trackie. Robyn will ask clubs to confirm by end of May and send out invoices.
- d. Scheduled high jump times
- Rachel suggested we use a Teamup calendar for high jump scheduling. Robyn to create calendar and send out to coaches to book times
- e. Addressing non ETFC users during bookings
- See comments above

f. Equipment/storage

- Equipment storage – equipment currently in shed can stay, but adding new equipment is not allowed. Leave equipment at your own risk – equipment can be used by other groups who book the track or the school. Board is still looking for other storage options. *NEW UPDATE as of April 29 - the perimeter of the main equipment garage has been approved for ETFC storage by Leanne, Rollie Miles Manager. Robyn to follow up on this to measure perimeter space and provide details to clubs.

g. Presence at school meets

- Robyn indicated her and Ron will be at school meets with the ETFC tent if anyone is interested in joining. The High School City Meet is on May 26 at Foote Field, which could be a good recruitment event for coaches to be at.

h. Para clinic & integration

- Robyn indicated Fannie Smith (AC para manager) will be in town May 4-6 for a clinic. A big focus for AC para program strategy is that clubs have resources to integrate para in their clubs. If coaches/parents are interested in attending or chatting with Fannie, contact Robyn to discuss. Antoine indicated that we should be reaching out to para athletes instead of waiting for athletes to come to us

Floor open for comments on outdoors:

- Corrine also mentioned that clubs should run in a counter-clockwise direction only. Raeleen asked if Lane 1-3 can be run clockwise for injury prevention. Corrine indicated that with many different groups training this could create injuries, so we should keep the direction consistent
- TOP update
 - Robyn indicated coach bursary is always available for those who want to do PD clinics, NCCP evaluations etc.
 - Club bursary is under review – Robyn will reach out when application is ready
 - TOP athletes selection – criteria will be released in May and intake in the fall
- Pre Worlds meet (July long weekend) – Robyn and Matt have created an outdoor Running Room relay games in combination to the warm up to worlds called the Running Room Community Relay Challenge - 4x100m event for clubs, family, businesses, media, schools. Registration will open in early May. Matt indicated you will also get 4 general seating tickets with relay entry. Antoine indicated he did a cross country relay when he was younger and could be an idea for the fall.

6. Adjourned

- Meeting adjourned at 8:52pm.

Comments following meeting:

- Darren inquired if AA/ETFC will have a group ticket purchase for the pre Worlds meet. Robyn indicated we would have to ask AA
- David asked if there were any pole vault clinics scheduled for May. Robyn indicated there were 2 already in March and none currently planned for the spring. Any kids interested can contact EITC. David wondered if coaches can try pole vault and Robyn indicated that coaches can definitely try and they should contact EITC
- It was noted that hurdles were set up the wrong direction at a recent practice at Rollie (starting at 100m finish and running towards 100 m start line). ETFC board indicated that this is not allowed according to the policy

MOTION - After 3 written warnings with regard to infractions to the outdoor policy, the track coach and their training group is suspended from ETFC bookings for 2 weeks

Motion – Loretta

Second – Rachel

Opposed – None

Passed - Yes