



Canadian Baton Twirling Federation

La Fédération Canadienne de Baton Sportif

## CBTF ANNUAL GENERAL MEETING

Quality Inn & Suites - Toronto, Ontario

September 7, 2014

Sanction: CBTF-14-8084

### MINUTES

#### A. CALL TO ORDER

Joanne Moser, CBTF President, called the meeting to order at 9:00 am. Joanne thanked everyone for attending and was pleased to see that BC and Quebec were able to attend and that we had full representation this year.

#### B. ROLL CALL

1. Sign In

Joanne Moser	President
Jeff Johnson	Past President
Kyla Wilson	1 <sup>st</sup> Vice President
Beth Jamieson	2 <sup>nd</sup> Vice President
Michelle Bretherick	Treasurer
Karen Gratton	Secretary
Elan Paluck	Technical Chair
Ron Kopas	Judges Rep
Kim Genton	Coaches Rep
Sara Thibeault	Athletes Rep ** joined the meeting via Go To Meeting
Denise DeWolff	BC Chair
Candy Tedford	AB Chair
Alison Pickrell	SK Chair
Edie Parisian	MB Chair
LeeAnn Wilson	ON President
Brenda Arsenault-LeBlanc	NB representative (in Nadine LeBelle-Dejario's absence)
Kim Jollimore	NS Chair
Lisa Pitre	PQ representative (in Julie Cushman's absence)

#### GUESTS

Gail Ashcroft, CBTF Sanction Officer

Maureen Johnson, CBTF Group Events Rep

2. Acceptance of Nova Scotia as a Full Member Province

It was clarified that NS will continue to register as Direct Members for the 2014-15 year as membership forms for their province have not been created yet. NS members will receive full insurance coverage.

**MOTION #1 AGM B.2 Acceptance of Nova Scotia as a Full Member Province**

**Jeff moved to accept the Province of Nova Scotia as a Full Member Province of the Canadian Baton Twirling Federation as of September 7, 2014 with the following provisions and rights:**

- 1. That Nova Scotia's Non-Profit Society Status Certificate has been received and a copy to be forwarded to the CBTF President.**
- 2. The Nova Scotia Chairperson and Technical Chairperson may attend all CBTF meetings with full speaking and voting privileges.**
- 3. Nova Scotia's registered athletes may participate in all CBTF sanctioned competitions and events.**
- 4. Nova Scotia's registered athletes may represent their province at CBTF national competitions.**
- 5. Nova Scotia shall have its own provincial membership form and fees commencing in the 2015-16 season and members shall continue to have insurance coverage through CBTF Direct Membership.**

**Effective: September 7, 2014**

**Seconded by: Ron**

**In Favour: 16**

**No Vote: Nova Scotia**

**PASSED**

3. Introduction of Quebec and New Brunswick Representatives

Joanne introduced Lisa Pitre as the representative from Quebec and noted that Brenda Arsenault-LeBlanc would be representing New Brunswick in the absence of NB Chair, Nadine LeBelle-Dejario.

4. Identify Voting Members

Joanne clarified that voting is done by Board members only. CBTF Full Members attend the AGM as guests and do not vote.

There are 17 Voting Members.

## **C. OPENING REMARKS**

1. Joanne reviewed Roberts Rules as it applies to meeting protocol and making motions. She noted that the minutes shall be a record of the meeting and will reflect the decisions of the board. They shall not be a verbatim transcript.

2. Adoption of Agenda

- There were no additions to be made to the agenda.

**MOTION #2 AGM C.2 Adoption of Agenda**

LeeAnn moved to accept the Agenda for the 2014 CBTF Annual General Meeting as distributed.

Seconded by: Brenda  
In Favour: 17

**PASSED**

## D. PAST MEETINGS AND ANNOUNCEMENTS

### 1. Approval of Minutes – September 7, 2013

**MOTION #3 AGM D.1 Approval of Minutes**

Edie moved to accept the Minutes of the 2013 Annual General Meeting held on September 7, 2013 in Toronto, Ontario with one amendment:

Re: Article E.1 – Motion #5

It was noted that the Grievance Policy is a policy so it is to be removed from the Bylaws and only to be included in the CBTF Policy Manual.

Seconded by: Alison  
In Favour: 16  
Abstain: 1 (BC)

**PASSED**

### 2. Ratification of Actions

**MOTION #4 AGM D.2 Ratification of Actions**

Jeff moved to ratify the actions taken by the CBTF Executive Committee, Board of Directors and Technical Committee for the year 2013-2014.

Seconded by: LeeAnn  
In Favour: 17

**PASSED**

### 3. Ratification of E-Votes since 2013 Fall Conference

**MOTION #5 AGM D.3 Ratification of E-Votes**

Beth moved to ratify the following E-Votes as passed by the Executive, Board of Directors and the Appeals Committee (re: Bye Requests) since the 2013 Fall Conference:

**Executive**

E14-01 – Bye (AB)

E14-02 – Bye (NB)

E14-03 – BC Funding Request

E14-04 – PQ Funding Request

**Board of Directors**

B13-08 – Appoint 1<sup>st</sup> Vice President

B13-09 – Appoint SDP Rep

B14-01 – 3 Baton Score Sheet  
 B14-02 – 2014-2015 Budget  
 B14-03 – 2013-2014 Budget  
 B14-04 – Appoint 2014 W/C Competition Directors  
 B14-05 – Maple Leaf Open Clinic profits  
 B14-06 – Revise number of Honourary Memberships in 2014  
Appeals Committee re: Bye Requests  
 AC14-01 – Brown  
 AC14-02 – Choy  
 AC14-03 – Francis  
 AC14-04 – Landry  
 AC14-05 – Osika

Seconded by: Candy  
 In Favour: 17

**PASSED**

4. CBTF Award Recipients at the 2014 Canadians

Kyla announced the following winners:

2013 Athlete Awards

Junior Female Athlete of the Year	Jasmine Runge
Senior Female Athlete of the Year	Sara Black
Senior Male Athlete of the Year	Matthew Johnson
Overall Athlete of the Year	Sara Black
Pair/Team of the Year	“The Arena” – Sundown Optimist Buffalo Gals

2014 Grand National Champions

Solo	Sara Black
Two-Baton	Matthew Johnson
Three Baton	Sara Black
Medley	Nicole Johnson
Solo Dance Twirl	Kayla McKinnon
Duet	Nicole & Matthew Johnson
Mens’ Solo	Matthew Johnson
John Smetzler Award	Matthew Johnson
Dance Twirl Team	“Cell Block Tango”–Sundown Optimist Buffalo Gals
CBTF Team	“Celtic Flare” – Optimist Twirling Connection

CBTF Honours and Awards

Lifetime Achievement	Bonnie Brinker
Honourary Membership	Pat Stevenson, Stacy Singer
Sharon Holliday Sportsmanship	Edie & Jennifer Parisian
Volunter of the Year	Cindy Dietrich
Lynda Garland Award for Excellence	Brenda Bennett
Executive of the Year	Saskatchewan Baton Twirling Association
CBTF Athlete Scholarship	Genevieve Cormier
Junior Individual Challenge Cup (2013)	Amina Egag
Senior Individual Challenge Cup (2013)	Julee Stewart
Group Challenge Cup (2014)	Sundown Optimist Buffalo Gals

## 5. WBTF/NFNBT A Merger Update

Jeff reported that much progress had been made with the following executive-level face to face meetings being held over the past year as well as one conference call in June 2013:

- Jan 2013 - Amsterdam
  - Summer 2013 – Almere, Netherlands
  - Fall 2013 – Lignano, Italy
  - Summer 2014 – Nottingham, England
- Both organizations have established a good rapport – all share the same common goals and wish to work towards baton recognition around the world. A world governing body needs to be recognized by Sport Accord as that is the first step towards recognition by the International Olympic Committee.
  - Has provided exposure to the different WBTF – NBTA coexistence models around the world.
  - Agree on the need for a single World Championship
  - Have created the International Baton Twirling Federation (IBTF)
  - Have initiated plans to hold a combined world championship and will co-host the first Grand Prix Aug 10-11, 2015 in Abbotsford, Canada.
  - Potential Roadblocks
  - NBTA in the USA (a privately held corporation) is a powerful player in WFNBT A and currently doesn't see any benefit to participate in IBTF.
  - Financial concerns – WBTF is funding everything right now
  - International view not shared (travel concerns to international events)
  - “union of unions” so not a “merger” – countries still get to do their “own thing”
  - Need to have all countries adopt the new organization
  - There are potentially 40 countries that could form IBTF

### In Canada

- CBTF needs to develop its own strategy regarding CNBTA
- Should we use the “union of unions” format, merge the two Canadian organizations or sit back and wait to see what the international organizations do?
- Jeff spoke with Kevan Latrace in 2013 but doesn't think the issue was discussed at the 2013 CNBTA AGM. There is a new president and Jeff is not sure if the issue is on their 2014 AGM agenda.
- In the meantime, CBTF needs to actively & vigorously pursue sport recognition in Canada through Sport Canada. It is critical that we have this as WBTF requires this from all its member countries.

### Grand Prix

- First step towards a single World Championships
- Events: solo, 2baton, team
- Age divisions for individual events – Junior, Senior, Adult
- One level offered
- Separate divisions for men and women
- Number of competitors allowed per federation:
  - Solo                    3 athletes in each age division per federation
  - 2 Baton                3 athletes in each age division per federation
  - Team                    1 team per federation
  - If a country only has one federation (either WBTF or WFNBT A) it may elect to bring 6 athletes in each age division in Solo & 2 Baton and 2 Teams.
  - Vacant spots within our country cannot be filled by the other organization.
  - If an athlete is a member of both organizations (ie: CBTF and CNBTA), they can qualify at both qualifiers and would then choose which organization they represent.

- Rules and Regulations – publicly available on WBTF.ORG
- 4 or 5 lanes – 2 WBTF judges and 2 NBTA judges per lane
- Use own judging system
- Deadlines:
  - Identify Judges – March 15
  - Athlete Entry – June 15

## E. OLD BUSINESS

1. Remove reference to World DanceSport Federation affiliation in current bylaws  
WBTF and its member countries are no longer affiliated with this organization.

### **MOTION #6 AGM E.1 World DanceSport Federation**

**Jeff moved to remove Article M of the CBTF Bylaws and replace it with the following revision:**

***“The CBTF is a member of the WBTF. Members of the WBTF agree to and accept the principles of the International Olympic Committee (“IOC”) and World Anti-Doping Code and its International Standards and related procedures as a condition of membership.***

***Members of the WBTF, including all athletes, athlete support personnel and other officials within their jurisdiction, accept and recognize the authority of the IOC. It is a condition of membership in WBTF that all related procedures are accepted by all WBTF members and that all athletes, athlete support personnel and all other officials in WBTF are bound by these rules and procedures.”***

**Effective: Immediately**

**Seconded by: Ron  
In Favour: 17**

**PASSED**

### **ACTION ITEM**

**Joanne is to make the amendment in the Bylaws and send the revision to Corporations Canada.**

## F. NEW BUSINESS

1. Treasurer’s Report  
Michelle presented the April 1, 2013 – March 31, 2014 fiscal year report.
  - a. *Affiliation Fees* - Based on the past year’s number of members (1777 less 488 Type E = 1289), Michelle recommended that Affiliation Fees for the 14-15 year will be \$6.50 per member.

**MOTION # 7 AGM F.1a Affiliation Fees**

Michelle moved that the CBTF Affiliation Fees for 2014-2015 shall be \$6.50 per member.

Seconded by: LeeAnn

In Favour: 17

**PASSED**

- b. *Public Accountant* – Based on new legislation from Industry Canada, a small not-for-profit organization may waive the hiring of a public accountant (approximate cost \$1000 a year). This must be done every year at our AGM. Michelle noted that a complete audit costs several thousands of dollars.

**MOTION # 8 AGM F.1.b Public Accountant**

Michelle moved to waive the appointment of a public accountant for the 2014-2015 year.

**NOTE: This motion must be made and passed at every AGM.**

Seconded by: LeeAnn

In Favour: 17

**PASSED**

- c. *Finance Committee* – Michelle recommended that a Finance Committee be struck to review the books. She will have the committee address a Write-Off Policy for uncollectibles. Three names were suggested (Jane Weir, Beth Jamieson and Jean Thibeault) – Michelle will contact and a Board E-Vote held to approve the Committee members.
- d. *Start Up Costs for Nova Scotia* – Kim Jollimore, NS Chair, was asked to leave the room during this discussion. It was noted that \$2000 was provided to Quebec when it became a Full Member Province in order to assist with basic start-up costs and promotion.

**MOTION #9 AGM F1.d Start Up Costs for Nova Scotia**

Michelle moved that CBTF provide the Province of Nova Scotia with \$2000 for basic start-up costs and funds to promote the sport within their province.

**DIRECTIVE: Nova Scotia to provide a report at the 2015 AGM.**

Seconded by: Jeff

In Favour: 15

Abstain: 1 (PQ)

Absent: 1 (NS)

**PASSED**

*e. Accept Treasurer's Report*

**MOTION #9 AGM F.1.c. Accept Treasurer's Report**

**Michelle moved to accept the CBTF Treasurer's Report for the period April 1, 2013 to March 31, 2014.**

**Seconded by: LeeAnn**

**In Favour: 17**

**PASSED**

**2. Directors' Annual Reports**

The President's Report was read. Most annual reports were received prior to the meeting and hard copies provided at the meeting. Suggestion that all reports be sent out prior to the AGM so people can read them before the meeting however it was noted that often reports are not received with enough time to do this.

Gail, CBTF Sanction Officer, provided additional sanction information:

- If your province has a new S/O, please direct that person to contact Gail directly and immediately and she will assist them in the procedures.
- Please complete forms before the event
- There were missing sanction forms for several Provincial AGM's
- Reminder that Webinars and TWG meetings need to be sanctioned (location to say: "online by pre-registration")

Maureen, Group Rep, verbally presented her report stating that her time was spent working on the revised pre-event program and the standardized pre-team program. As a member of the Technical Working Group (TWG), she has been in attendance for the conference calls and contributes to those discussions and projects.

Jeff, Website Coordinator, verbally reported that the website needs to be updated however, with the passing of Robin Hills in the spring, nothing has been completed. He will have a full report at the 2014 FBM.

**SEE ATTACHED ANNUAL REPORTS**

**MOTION #11 AGM F.2 Annual Reports**

**Candy moved to accept the Directors' Annual Reports for the year 2013-14 as presented at the September 7, 2014 CBTF Annual General Meeting.**

**Seconded by: Lisa**

**In Favour: 17**

**PASSED**

## G. ELECTIONS

### 1. Nominations Committee Report

Jeff, CBTF Past-President, assumed the chair to conduct the elections. Reminder: next year elections will be held for the positions of President, 2<sup>nd</sup> VP, Secretary, Judges Rep, Coaches Rep, Athletes Rep, Sanction Officer, Group Rep & SDP Rep.

### 2. Board Elections

There are three positions up for election for the coming 2014-1016 term:

<u>Position</u>	<u>Nominee</u>
1 <sup>st</sup> Vice President	Karen Gratton
Treasurer	Michelle Bretherick
Technical Chair	No nominations received

Gail Ashcroft and Maureen Johnson consented to be the election scrutineers.

Results:

1<sup>st</sup> Vice President – Karen Gratton  
 Treasurer – Michelle Bretherick  
 Technical Chair – no nominations were forthcoming so position is vacant

Jeff noted that the CBTF Secretary and CBTF Technical Chair positions are now vacant. The current Secretary shall send out a request for nominations for people to be appointed to these positions for a one-year term. Board voting will be conducted via E-Vote after the nomination deadline (September 30, 2014).

#### **MOTION #12 AGM G.2 Elections**

**Jeff moved to destroy the ballots for the 2014-15 CBTF National Elections.**

**Seconded by: Denise**

**In Favour: 17**

**PASSED**

## H. APPOINTMENTS

### 1. Data Entry Coordinator

#### **MOTION #13 AGM H.1 Data Entry Coordinator**

**Denise moved that Candy Tedford be appointed the CBTF Data Entry Coordinator for the 2014-15 year.**

**Seconded by: Kim Jollimore**

**In Favour: 16**

**Absent: 1 (Candy)**

**PASSED**

2. Media Library Coordinator**MOTION #14 AGM H.2 Media Library Coordinator**

Jeff moved that Brenda Arsenault-LeBlanc be appointed the CBTF Media Library Coordinator for the 2014-15 year.

Seconded by: Ron

In Favour: 16

Abstain: 1 (Brenda)

**PASSED**

**I. MEMBERS' CONCERNS**

No concerns were presented.

**J. ADJOURN – 11:25 am****MOTION #15 AGM J. Adjourn**

Sara moved that the 2014 CBTF Annual General meeting be adjourned.

**PASSED**

**MINUTES RESPECTFULLY RECORDED & SUBMITTED BY:**

Karen Gratton  
CBTF Secretary  
October 15, 2014

**ATTACHMENTS**

F.1 Treasurer's Report (3 documents)

F.2 Annual Reports

President

Secretary

Athletes Rep

SBTA

BNB

Media Coordinator

Data Entry Coordinator

1<sup>st</sup> Vice President

Technical Chair

BTABC

MBTSA

FQBS

Sanction Officer

2<sup>nd</sup> Vice President

Judges Rep

ABTA

OBTA

NSTA

SDP Rep

**MOTION LIST**