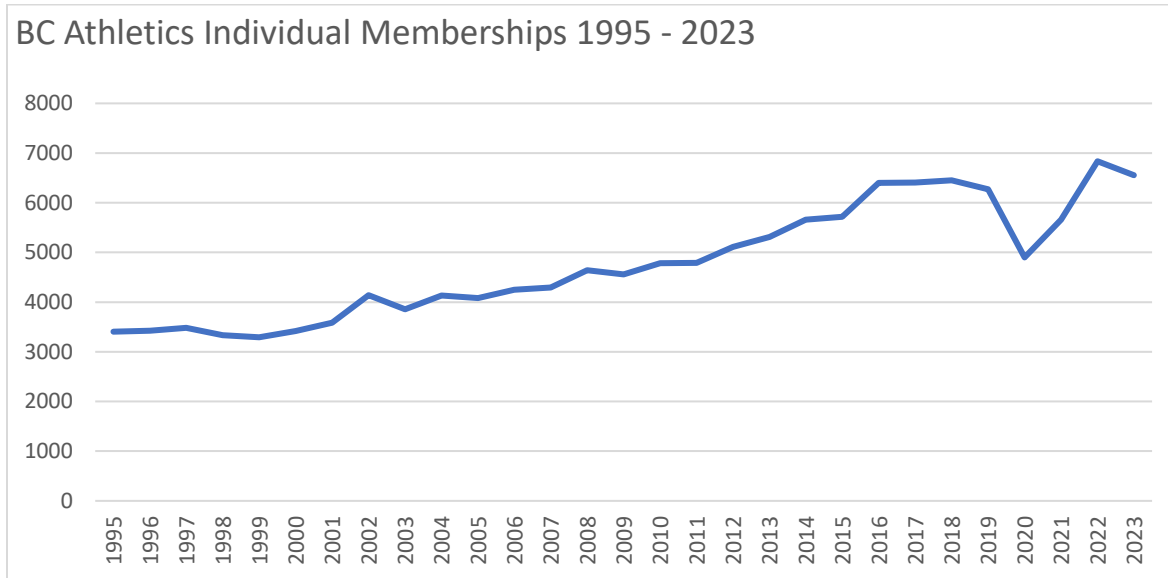


2023 BC Athletics Annual General Meeting

Registration & Membership Services

2023 Individual Memberships

Final membership numbers for 2023 will be updated in January 2024



Criminal Records Checks (CRC)

All Criminal Records Checks are done through the BC Athletics office. The link to get a CRC done online will be incorporated into the new national database but until that time all members needing a CRC should be directed to the BC Athletics website – [Criminal Records Check Requirements](#)

Clubs should keep any existing, valid CRC's for their members on file until their expiration date. If the BC Athletics office needs proof of a CRC the club will be contacted.

CRC's must be in place before memberships are active. Members will not be able to participate As a Coach, Official or Associate until their CRC is finalized.

Members who sign up for the first time and require a CRC can take out a membership but it will remain pending until the CRC is in place and entered on their membership.

Renewing members with a CRC on file will need to have a new CRC in place prior to the expiration of any previous one on file. All members with CRC's expiring in 2024 are encouraged to request a link now to get a CRC in place early to avoid any problems with their membership.

All Associate, Coach and Official memberships will remain pending until a current CRC is in place.

CRC's are recommended but optional for all Coach, Associate and Official members under the age of 19 years. Members choosing to not complete a CRC must indicate their choice through the Request for a [Criminal Records Check Form](#) on the BC Athletics website.

SafeSport

Beginning in the 2024 membership year all Coach, Associate and Official members are required to take SafeSport training. If a member has taken the SafeSport Training course previously through another sport they do not need to take it again as long as the course is noted as taken in The Locker.

Memberships will remain “Pending” until the member has completed the course. Information and Directions will be automatic through the new national database but until it is operative the process to take the SafeSport training course is:

1. Login or sign up to the NCCP Locker and [complete the course here](#).
2. Be sure to indicate your sport as Athletics
3. The course will be automatically processed through the new AthleticsReg database

AthleticsREG

Membership Database (AthleticsReg powered by Interpodia)

- Athletics Canada is working with a group of clubs from across the country to gather information, assist in recommendations for club registration questions and derive a FAQ for all clubs.
- **Soft launch to clubs will be occurring early September**, recommended target date to start rolling out is September 5th. The 5th is recommended instead of September 1st as this is the last day prior to a long weekend.
 - o Initial links for club access will be sent out via the branches with Athletics Canada assistance.
 - o The soft launch will allow for clubs to familiarize themselves with the new system.
 - This will allow clubs to work with the system and run through test program registrations.
 - Documentations and tutorials will be circulated to clubs.
 - Clubs choosing to utilize AthleticsReg for their club programming can setup a WePay account. Funds that are received from member payment are put directly into the club's account. Clubs can set a schedule for which funds are transferred from this account to their club bank accounts.
 - Clubs can work with AC, branches and Interpodia on preparations for their system.
 - o There will be live tutorial sessions scheduled and recordings made available to all clubs.
 - o Through the soft launch additional data and features may come online, examples
 - Background check configuration
 - Coaching certification validation
 - Historic data imports
 - Membership requirements validated.
 - Example a coach needing a valid background check to be an active member.
- **Full Launch, recommended date of October 2nd** so the launch is on a weekday versus weekend to allow for support.
 - o As of this date all new registration would occur with Interpodia through the AthleticsReg platform.
- Clubs will still have access to their Trackie membership database login.

Key Features

As an insightful preview of our platform, we've listed below the essential features made to enhance your club's membership management journey:

- **Integrated Membership Purchases:** Seamlessly integrate your club registration options with branch memberships for a smooth registration experience in a single transaction!
- **Unlimited Registration Categories:** Customize categories, pricing, discounts, capacity, and restrictions to perfectly align with your club's unique requirements.
- **Online Waivers and Signatures:** Say goodbye to paper forms as you seamlessly integrate online waiver collection directly into the registration process.
- **Custom Content & Confirmation Emails:** Personalize your registration page and craft the perfect confirmation email to communicate with your members.
- **Recurring Billing & Refunds:** Activate automated recurring billing, offer flexible payment choices, and effortlessly manage refunds via the admin dashboard.
- **Data Collection w/ Custom Forms:** Gain valuable insights by creating custom forms to collect data from registrants.

- **Comprehensive Reporting:** Stay informed with easily accessible reports covering registrations and financial data.
- **Waitlist Management:** Never miss out on potential participants & easily manage and prioritize waitlisted registrants.
- **Secure Online Payments:** Trust in our secure payment processing, powered by WePay and Stripe, ensuring your transaction are fully protected.

Event Registration

- The event registration system within AthleticsReg will start testing during September. **The launch date will be released in the fall.**
- Trackie will have API access to validate memberships until December 31, 2023.
 - o This will allow clubs and branches to continue to utilize Trackie for event registration during the transition process.

To provide clubs with a better understanding of the new database, **AthleticsREG** information is available in the [Welcome to AthleticsReg: General Information for Athletics Clubs](#) online guide. That guide will continually evolve with a dedicated FAQ section to address specific queries as clubs engage with us.

A note of thanks to all the club Administrators, Registrars and Volunteers for all the work they put in over the past year. Your hard work and dedication to keeping our sport moving in a positive, forward direction is very much appreciated and I've enjoyed working with everyone.

Respectfully Submitted

Sam Collier