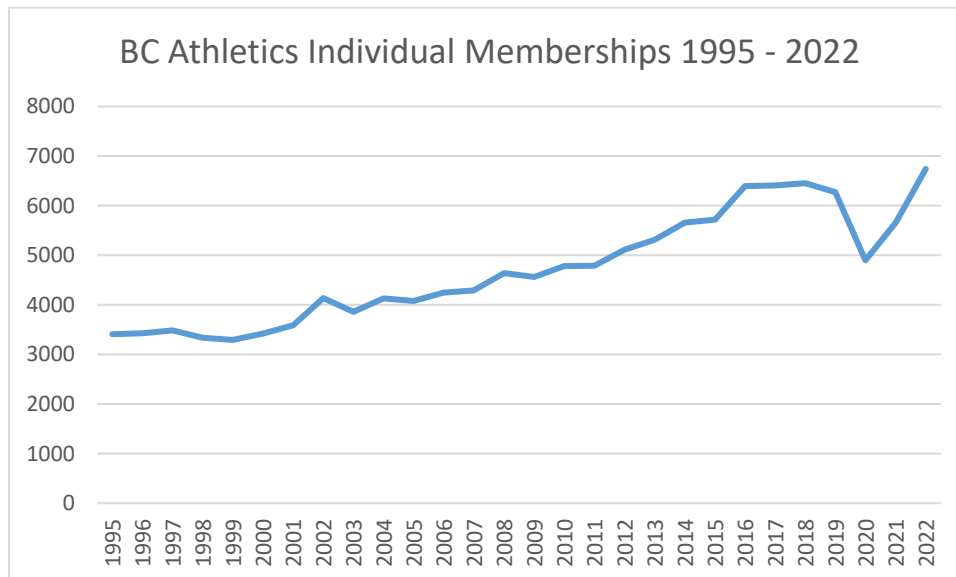


Manager Registration & Membership Services

Report to the BC Athletics 2022 Annual General Meeting

2022 Membership numbers

Membership numbers are the highest they have ever been. Even with what we've gone through in the past 2 ½ years we are still showing strong growth.



2022 BC Athletics Membership Townhall – February 23, 2022

The online Membership Townhall held in February was well received with all of those taking part finding it helpful. The basics of BC Athletics membership along with information and rules on Criminal Records Checks, Insurance, Trackie.me and memberships in general were covered.

For anyone interested a copy of the [Townhall Agenda](#) is available as well as a [YouTube video of the meeting](#). Any club administrators and registrars who missed the meeting are encouraged to review it prior to the start of the new membership year.

2022 BC Athletics Membership Data

The final membership stats reports will be available after this membership year has officially ended on December 31, 2022 and will be posted on the BC Athletics website in the 2022 BC Athletics AGM section. The reports currently posted were created on July 29, 2022 and reflect date as of that date.

Criminal Records Checks

Clubs must ensure that all required Criminal Records Checks (all Associate, Official, Coach memberships) are in place and up to date. CRC's are valid for a BC Athletics member for a period of 5 years. A BC Athletics membership is not considered to be fully in place unless the member holds a current CRC and it is noted on Trackie.me. Memberships run the risk of being suspended until a CRC is in place and the effective dates are entered on Trackie.me. Suspended memberships do not have all membership benefits in place including insurance coverage for both the member and the club.

CRC's must be kept on file with the club for the full 5 years they are in effect. BC Athletics will contact the club if a copy of the CRC is needed. Be aware that there are cases where a CRC may need to be updated

earlier than 5 years – as in selection to a BC Team where the host organizing group for a championship meet requires it. In these cases BC Athletics will advise the club and the member.

Member Information needs to be kept current

Member contact should be reviewed and corrected as needed by club registrars each year when memberships are entered and throughout the year when a member moves or changes their contact information. Registrars must ensure that information is carefully entered on Trackie.me with attention given to the members' contact information:

- Telephone numbers – list all numbers – in the case of younger athletes list a parent's number
- Email address – must be the individuals' personal email address or in the case of younger athletes – the parents' personal email address. Be sure to list a second email address if it is available. This could be a parent's email address
- Address – list the address where the member is currently living making sure to correctly enter Postal Codes.

Club Contact Information

Clubs must make sure that all club executives and club contact information is correctly entered on Trackie.me and that the information is kept current. This information is used when BC Athletics needs to contact the club and/or send out important information. Registrars must review the information when the club is renewed each year and make sure it remains current throughout the year. If the club executive changes mid-year the corrections can be made on Trackie.me by choosing Settings/Edit Information.

The contact information for the club listed in the "Club Finder" on the BC Athletics home page comes directly from whatever is entered on Trackie.me.

Access to Trackie.me

The only individuals permitted to access Trackie.me are those who have a Trackie.me waiver on file with the BC Athletics office each year. Once access is received it must be kept to the individual permitted. Access details are not to be shared with anyone else or used by anyone else in the club. The 2023 Trackie.me Waiver will be available on the website at the end of August.

Trackie.me Update

We have had no further information regarding the re-launching of the Trackie website. Registrars will be notified when we have any further information.

2023 Membership Renewals for Clubs and Individuals

Clubs will be able to begin the renewal process for the 2023 membership year as of September 1st, 2022. Both Individual memberships and club memberships can be renewed. **Clubs should renew the club membership on Trackie.me prior to the end of the year to make sure that all membership benefits including insurance remain uninterrupted and are in place as of January 1, 2023:**

1. Renew the club membership on Trackie.me and pay the club fee.
2. Update club contact information and club BOD information. Contact information and club information on the BC Athletics website is taken directly from the information entered on Trackie.me
3. Make sure all outstanding membership invoices for 2022 on Trackie.me are paid
4. Make sure all invoices sent directly by BC Athletics are paid
5. Make sure the club has a minimum of 5 - 2023 members.
6. Make sure that everyone who will be active in the club as of January 1, 2023 has their 2023 membership in place.

7. Make sure all 2023 Associate memberships for club BOD's and executives are in place prior to the end of the year.
8. Get Trackie.me Access Waivers in for everyone needing access to Trackie.me in 2023

This information and all links for renewal will be available on the website beginning September 1st.

My thanks and appreciation goes out to all the Club Registrars who take on the task of keeping their club organized and up to date with memberships each year. It's a complicated job that requires a lot of time and effort and our registrars do a great job.

I'm here to help so don't hesitate to contact me if you have any questions or need help.

Respectfully submitted

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