

**Manitoba Gymnastics Association Board of Directors Positions - Group "B"**

Treasurer - 2 Year Term  
Registrar - 2 Year Term  
Publicity Committee Chairperson - 2 Year Term  
Women's Technical Committee Chairperson - 2 Year Term  
Trampoline and Tumbling Technical Committee Chairperson - 2 Year Term  
Member at Large - 1 Year Term

**Treasurer:**

**The Treasurer shall:**

- (a) oversee the care and custody of all the funds of the Corporation and shall deposit the same in the name of the Corporation in such bank or banks or with such other depository or depositories as the Board of Directors may direct, and maintain proper records of such activities;
- (b) make payments on behalf of the Corporation (wherever possible by cheque);
- (c) verify the payments of bills from officers and committees to ensure that they are clearly authorized and that the original receipts for expenditures are attached;
- (d) provide a written statement with respect to the Corporation's finances at every meeting of the Board of Directors;
- (e) sit on the management committee;
- (f) provide a complete statement of the financial position of the Corporation at the Annual General Meeting of the members.

The Treasurer may be required to give such bond for the faithful performance of his/her duties as the Board of Directors in its uncontrolled discretion may require but no director shall be liable for failure to require any such bond or for the insufficiency of any such bond or for any loss by reason of the failure of the Corporation to receive any indemnity thereby provided.

**Registrar:**

**The Registrar shall:**

- (a) give or cause to be given notices for all meetings of the Board of Directors, the committee of directors (if any) and the members when directed to do so and shall have charge of the minute books of the Corporation and of the records (other than accounting records) referred to in section 20 of the Act.

The Registrar shall keep or cause to be kept records containing:

- (i) a copy of the articles and by-laws of the Corporation and all amendments thereto and a copy of any preliminary memorandum of agreement;
- (ii) minutes of meetings and resolutions of members, directors and any committee thereof;
- (iii) the names, addresses and other occupations, if any, of all persons who

are or have been directors of the Corporation, with the several dates on which each became or ceased to be a director;

(iv) the names, addresses and other occupations, if any, of all persons who are or have been members of the Corporation;

(v) an up to date list of members;

(b) provide a written report of the membership in the Corporation at every meeting of the directors;

(c) provide a yearend report at the Annual General Meeting of the directors and members;

(d) maintain a register of the clubs voting rights as outlined in paragraph 39 hereof.

**Publicity Committee Chairperson:**

**The Publicity Committee Chairperson shall:**

(a) chair all meetings of the Publicity Committee and provide a written report at every meeting of the Board of Directors;

(b) supervise the preparation and circulation of the Corporation's newsletter;

(c) maintain and act as a liaison with media representatives in coordination with the sponsoring bodies;

(d) ensure maximum public exposure of meets, special events and gymnastics in general;

(e) maintain a record of written reports submitted by the sponsoring body after each gymnastics function or event;

(f) maintain, in cooperation with the Registrar, a current record of the clubs, gymnasts and individuals involved with gymnastics in the Province;

(g) provide a yearend report at the Annual General Meeting of the directors and members.

**Women's Technical Committee ("WTC") Chairperson:**

**The Women's Technical Committee Chairperson shall:**

(a) chair all meetings of the WTC and provide a written report at every directors meeting;

(b) maintain leadership and direct Women's gymnastics in Manitoba through programs implemented by the WTC;

(c) follow the duties as outlined in the WTC regulations;

(d) represent the Corporation as a delegate at the Women's Technical Assembly of the Gymnastics Canada Gymnastique;

(e) account for all monies of the WTC;

(f) provide a yearend report at the Annual General Meeting of the directors and members.

In the event that the WTC Chairperson cannot attend a meeting of the Board of Directors, the

Vice-Chairperson of the WTC may, upon the written request of the Chairperson, attend and vote in his/her place and stead.

**Trampoline and Tumbling Technical Committee ("T & TC") Chairperson:**

**The Trampoline and Tumbling Technical Committee Chairperson shall:**

- (a) chair all meetings of the T & TC and provide a written report at every meeting of the Board of Directors;
- (b) maintain leadership and direct Trampoline & Tumbling sport in Manitoba through programs implemented by the T & TC;
- (c) follow the duties as outlined in the T & TC regulations;
- (d) represent the Corporation as a delegate at the Trampoline & Tumbling Technical Assembly of the Gymnastics Canada Gymnastique;
- (e) account for all monies of the T & TC;
- (f) provide a yearend report at the Annual General Meeting of the directors and members.

In the event that the T & TC Chairperson cannot attend a meeting of the Board of Directors, the Vice-Chairperson of the T & TC may, upon the written request of the Chairperson, attend and vote in his/her place and stead.

**Past - President/Member at Large:**

**The Past President/Member at Large shall:**

be vested with and may exercise such powers and shall perform such duties as may from time to time be assigned to him by the Board of Directors / executive or members.