



Board of Directors Meeting

Date: April 26, 2014

Present: Kari Parsons, Tobi Desveaux, Rick Fralic, Jason Rudy, Dayna Sinclair.

Regrets: Eric Porcellato, Maureen O'Hara

FNB Staff: Marilyn Georgas

1. Call to order/Welcome

10:15 am

Dayna Sinclair was welcomed as the newest FNB board member. Dayna is serving on the NFLA OAFI review committee and the FNB Annual Summit committee.

2. Quorum

There is Quorum.

3. Agenda

Motion: To accept the agenda as circulated.

Moved by: Tobi Desveaux

Seconded by: Jason Rudy

Motion Carried

4. Minutes of Previous Meeting

Motion: The minutes of the meeting of February 24, 2014 be adopted as read.

Motion by: Rick Fralic

Seconded by: Jason Rudy

Motion Carried

5. Items/Actions arising from the minutes of February 24, 2014

A Pilates instructor/trainer was contacted to discuss the possibility of developing a Pilates type group fitness leader training course. This item will be tabled for the future. At this time FNB will concentrate on their current slate of courses before adding any others.

There was to be a contact made with the community health centre to see if there was a dietitian available for a session at the FNB annual summit. It was decided to contact Natasha McLaughlin-Chaisson who is a Sport Nutrition Registered Dietitian for this session.

Former board members were to be contacted to receive statements about why they served on the FNB board. These quotes when received will be posted on Facebook as a way to encourage other members to come forward as FNB board volunteers. This was tabled due to increased workload in the office and will be pursued as soon as possible. In the meantime current FNB board members will continue to recruit to fill vacant director positions.

6. Office Update - ED

Course schedule: The current schedule for May and June was reviewed.

Membership numbers: To date: 151 members renewed and 7 new = 157
CSEP affiliates will be added to the membership when the contact information is received from the CSEP national office.

Website: The new member login was reviewed. This section is for members only and will hold a member profile, the current article for education credits, job opportunities, and the FNB liability insurance certificate
It is expected that this portion of the website will be completed by the end of May.

Newsletter: An article for education credits has been submitted and will be included in the next member E-News.

NFLA update: FT is completed ready for approval. The committee has decided to update the title to Exercise Theory to better reflect the intent and content of the course.

O AFL - The scope of practice and performance standards have been completed for review by the NFLA provincial office partners.

RTL – The committee has begun to review and revise the scope of practice and performance standards.

There will be a face to face meeting of the NFLA provincial office partners in Toronto on June 24, 25, 2014.

ParaNB: FNB is working with UNB Fitness to offer a yoga teachers' workshop. Marc Polley, who is a certified yoga teacher with a disability, will be the presenter. The focus of this workshop is to give yoga teachers the tools to be comfortable with adapting poses for individuals with a disability.

Native Training: FNB is working with the NSFA to offer a cultural sensitivity workshop for course conductors.

Physical Activity Working Group: The purpose of this group is to network, share resources and enable knowledge exchange with the Wellness Network and partners for physical activity in NB. This is a newly formed group and will meet 4 times each year. The last meeting was March 23, 2014. Next meeting is to be determined. Meeting minutes and Terms of Reference are available to the FNB Bod upon request.

HEPAC Parks and Trails Day: This is an NB initiative and will be held June 1 in various communities across NB. There are 40 events registered which is nearly double the 2013 total and close to the goal of 50 for 2014. The ED has been attending the meetings and at the next meeting May 8th will find out details on how FNB can contribute to events. Advertising has been posted on the FNB website and Facebook.

7. Financial Report - Treasurer

Rick Fralic: The FNB books are balanced to the end of March 2014. Income statement for the month of April will be reviewed at the May 2014 meeting.

8. Program Development

Jason Rudy:

The Fitness Theory manual from the Health and fitness Alliance in BC was piloted and it was recommended that FNB adopt this manual for future FT courses.

RTL Manual: It was recommended to replace the current RTL manual "Weight Training Steps to Success" with a manual that would cover both the RTL and PFT courses. This would eliminate multiple manual purchases and offer an efficient flow between these courses. Two books were reviewed - The ACE Personal Trainer manual and NSCA's Essentials of Personal Training. It was recommended to utilize the ACE book as it was more suitable to the FNB course programs and it also includes basic weight training information. This book will be piloted in the next RTL course to see if it would be a better choice.

Motion: To adopt the Health and Fitness Alliance Fitness Theory manual for the FNB FT course and the ACE Personal Trainer manuals for the FNB RTL and PFT courses.

Moved by: Jason Rudy

Seconded by: Rick Fralic

Motion Carried

9. Policy Updates - Summit

FNB Office Policies:

Motion: To examine the exam policies as a whole.

Moved by: Tobi Desveaux

Seconded by: Jason Rudy

Motion Carried

Discussion: Each policy was reviewed

23001E Personal Fitness Trainer Examination - No changes necessary

23002E Personal Fitness Trainer Challenge - Recommended to Eliminate

28001E FNB Proctoring at Universities - Recommended to Eliminate

97001E Certification Exam Re-Writes - Updated

97002E Examination Challenges – Updated

A request was made to view the original policies 97001E and 97002E for comparison to the updated prior to accepting the exam policies as presented. **Action:** The ED will send these policies out to the Board members.

The next group of policies to be prepared for the May meeting will be:

Membership and Certification Administration (By treasurer and ED)

10. Marketing – Tobi D.

Facebook is going well, hits are up to 271.

11. Summit

Pictures of the spaces were reviewed, revisions to the schedule were made, presentation choices and presenters were discussed including the possibility of having the Minister of Health speak at the AGM and or to attend in some way.

The Host Hotel will be The Rodd Moncton.

Tim Horton's has offered a \$500.00 sponsorship.

The fees will remain unchanged for this year.

T-shirts would be nice in celebration of the 20th anniversary of this event.

Action Items: ED will prepare a copy of the revised schedule and the committee will meet to discuss presentation placements and presenters.

Tobi will continue with Sponsorship and the ED will put Tobi in contact with a member who is willing to help with this item.

A letter inviting the minister of health to the Summit will be prepared and sent – discussion at the May meeting.

12. Other Business

Board recruitment will continue.

FNB promotion: Various ways to promote and increase the FNB profile were discussed.

- Fitness Fairs were suggested as fund raisers.
- Stories of how fitness impacts health and helps to reduce the cost of health related diseases.
- Meeting with the Minister and or Deputy Minister of Health to tell these stories and discuss how FNB helps communities. The FNB Provincial consultant has offered to help set up a meeting.

13. Next Meeting

TBD.

Action Item: Marilyn will send out a message to all Bod members to determine a day and time that is common to everyone.

14. Adjournment

Motion: Meeting Adjourned 2:37 pm

Motion by: Dayna Sinclair