

**CBTF 1<sup>st</sup> Vice President's Report**  
**Annual General Meeting**  
**Edmonton, Alberta, 2009**  
**Submitted by: Joanne Moser**

1. Ordered a corporate seal for CBTF.
2. Implemented a soft copy version of CBTF Policy, Constitution, Bylaws, etc. and began work on the revisions. The Committee lost a few members, so this task will have to be postponed from the target date of this AGM.
3. Distributed Nomination Forms for Lifetime Achievement Award, Honorary Memberships, Volunteer of the Year Award and Executive of the Year Award. Developed forms for the Sharp Baton Company CBTF Scholarship in conjunction with Kyla Wilson, and for the Lynda Garland Award For Excellence in conjunction with Lynda Garland.
4. Provided 1<sup>st</sup> Vice President's budget to CBTF Treasurer.
5. In consultation with Jeff Johnson and Gail Ashcroft, implemented the Travel the World Suitcase Raffle, secured a parent volunteer to organize it (Wendy McKinnon). Ordered novelty items from Sharp Baton to sell as an International Cup Fundraiser.
6. Contacted Triple Flip in Edmonton and secured a donation of over \$2,000.00 worth of gift cards for the athletes, plus athlete gift bags at cost for Nationals in Edmonton.
7. Provided interview questions for CTV for media interview in Edmonton during Nationals.
8. Consulted with Bonnie Brinker and Karen Gratton regarding merchandise orders for Nationals. Held sales in Regina of old CBTF stock and forwarded the funds to the CBTF Treasurer.
9. Provided the Nationals organizing committee with a Program write up on all the CBTF Special Awards.
10. Wrote Congratulations Letters to all Grand National Champions and provided information on returning plaque.
11. Wrote Congratulations letters to all CBTF Special Athlete Award Recipients and provided information on returning plaques.
12. Coordinated the committees and voting for the CBTF Lifetime Achievement Award, Volunteer of the Year Award, Honorary Membership, Sharp Baton CBTF Scholarship and Executive of the Year Award.