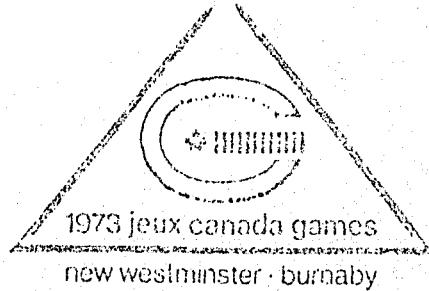


12. Re: 1973 Canada Summer Games Society
Monthly Report

Following for your information is the report of the Executive Director covering the activities of the 1973 Canada Summer Games Society as of January 16, 1973.

August 3rd to 12th

RECEIVED
JAN 23 1973
MUNICIPAL MANAGERS
OFFICE



File No: AD 100-4B

TO: BOARD OF DIRECTORS
FROM: D. B. Veitch,
Executive Director

DATE: January 16, 1973.
SUBJECT: Report No. 9

The following is a two part report of administrative information and request for ratification of specific motions.

Behind the glamour of sports competition are administrative committees who are responsible for functions common to all or most of the 16 sports committees.

1. ACCOMMODATION: - Mike Coltman - Has the responsibility of housing the 3200 athletes and officials during their stay in New Westminister - Burnaby.

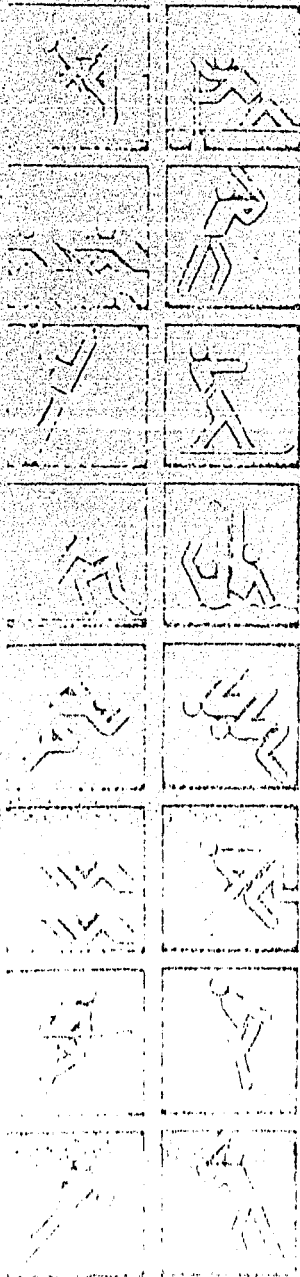
2. CATERING: - John Edmondson - Works in close cooperation with the Accommodation Committee and is responsible for daily meals of athletes and officials and for catering requirements for official CANADA GAMES receptions.

3. ARMED FORCES COORDINATOR: - Major Norm Henderson - Chamell requires free one way for service assistance to the Games on the proper Armed Forces identification.

4. PR - The media center is responsible for all

5. ...

6. ...



- 2 -

Internal Games Communications, principally radio and telephone; similarly, timing equipment and scoreboards and Public Address.

6. FACILITIES:- Mal. Hughes - Construction and upgrading and maintenance of new and existing sports sites and facilities.

7. MEDICAL:- Dr. John Hunt - Provision and supervision of all medical personnel equipment and supplies, both on and off sport sites.

8. TRANSPORTATION:- Jack Patriquin - This committee is responsible for pick-up of athletes and officials from across Canada, coordination with Hosting of Reception and Dispatch, transportation to and from residences and sites of competition, as well as official functions, movement of equipment, V.I.P.s and officials, and liason with private and public transport for spectators.

9. BOX OFFICE:- Stan. Roberts - All arrangements for printing, sale and collection of spectator tickets for events.

10. EQUIPMENT:- Jim Stewart - Responsible for compilation of equipment lists, tendering, purchase and timely provision of equipment at the headquarters and competition sites.

11. LEGAL:- John Croft:- Advises the Society on all legal matters, and is responsible for drawing up the various contracts; moreover, he advises the Society of legal liability.

12. TOURIST (NON PARTICIPANT) ACCOMMODATION:- Rick Antonsen - Coordination of efforts of hotel and motel operators, tent and trailer and tourist associations and all organisations directly or indirectly involved in accommodating or serving the public.

- 13. SPECTATOR SERVICES:- This committee makes all arrangements in the public areas of the various sites to ensure sufficient and orderly seating and ushering of spectators.
- 14. PARKING & SECURITY:- John Brucker - Responsible for orderly and satisfactory traffic control and parking. Also responsible for security measures required at Headquarters, Villages, Press Center and Competition sites.
- 15. HOSTING:- Don McNaughton - Responsible for Identification, Entertainment, and Reception and Dispatch, Languages and Religious arrangements.
- 16. VOLUNTEERS:- Doris Brownlee and Bill Beetlestone - Responsible for coordination and provision of people to work on all committees. (e.g. Boy Scouts & Girl Guides; Coordinator: Barney Cavanagh.)
- 17. PUBLIC RELATIONS & PUBLICITY:- Bill Hughes - Responsible for advance promotion, publications, ticket information, uniforms, news media arrangements, and opening and closing productions.

All committees are formed entirely of volunteers who give their time and efforts without recompense, purely for the personal satisfaction of taking part in this massive national and community sports project.

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