

Karate Alberta Association
Board of Directors Meeting – Minutes –
Approved
December 13, 2016

1. Call to order

Meeting called to order at 7:08 pm

2. Roll call and Quorum verification

Attending

Marc Ward, President
Heather Fidyk, Vice President
Bogdan Rozmarin, Treasurer
Dean Tucker, Director, Membership Officer
Manuel Desa, Director
Kristie Schafer , Director
Sean Carter, Director (Joined at 7:20pm)

Regrets

Chris Workman, Director, Bylaw Officer
Maureen Whelan, Secretary

Quorum verified - Yes

3. Reading and Approval of Agenda

Manuel moved agenda approval, Dean seconded, All in favor Approved

4. Reading and Approval of previous minutes, July 10, 2016

Bogdan motioned to approved minutes, Dean seconded, All in favor Approved

5. Business arising

5.1 Nationals Budget

- Sean reviewed Nationals budget
 - o Budget is based 23 female athletes, 22 male athletes, 1 para male athlete, 1 para female athlete, 2 team mangers, 1 support staff (sportdata rep), 5-7 coaches
 - o Budget is based on specifics and is higher compared to previous years due to where Nationals are being held.
 - o Discussion on if it is possible to keep the athlete costs at \$750 compared to the \$960 currently budgeted. If this is

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the case KA will need to fund approx. \$62K toward Nationals.

- Discussion on some funding to athletes in need. Suggested that athletes in need can submit a letter requesting funding to the coaching committee chair once the team has been selected.
- Heather motioned to approve Nationals budget as amended with KA funding \$62K, Manuel seconded, Approved

5.2 Insurance

- Discussion regarding the current liability insurance KA has. Would like to clarify how BOD, coaches, team managers, and officials are covered. Can we hire a lawyer to review and make sure we are covered?
- The current Contract is from 2008 (template was created) which has been renewed every year since that time. Liability (approx. \$2 mil) would cover KA.
- Marc to have a look at the insurance and contact Claire Stockand to review current policy. Dean will assist Marc with the Insurance work as requested.

5.3 Executive Director Discussion

- There is concern on who does what in KA. Being a volunteer based organization that is growing it making it hard to stay organized. Time to look into an Executive Director or Admin Assistant to help filter through the organizations requests.
- Having an ED to help handle annual returns, casino documents, volunteers, email communications (Outside what Todd is dealing with), help with policies to keep KA on track, make sure injury reports are communicated properly, travel agency help with the team managers. Email communication is huge as this would help streamline everything. Also could help newer clubs joining the organization.
- KA previously had an ED and the Board should help make a plan to make sure an ED would be supported. KA will need a planning session to help set this up – Add proposal to next planning session.

5.4 Injury Policy

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- Discussion in regards to what role the board should have when injuries are reported. If the waiver signed by the athletes is enough? Requests have been made to have the Board reach out to athletes but is this the right approach? The waiver should be reviewed and made stronger, perhaps review Karate Canada's waiver.
- There is a concern regarding athletes causing reoccurring injuries against other athletes. Safe protocol is required to make sure athletes are protected. There needs to be a policy in place to help stop athletes causing injury from being at team trainings and on the tatami.
- The policies within KA should be updated and perhaps have the new ED follow up on injuries. KA should be in safe environment and an ED can help make sure controls are tighter to help this. KA needs to be proactive instead of reactive. Fundamental issues are coming up since KA has gotten larger and we need help. There is a delay on dealing with issues as there is a lot on the go for KA volunteers.
- Discussion where one of the fundamental issues is safety first, officials will require further training.
- There are some changes coming up next year in regards to tournaments and the number of weight divisions. A new format will come in by June 3 to reduce the number of categories and divisions.

5.5 Grant Issues

- Bogdan requested information on what capital assets KA requires/needs.
- Discussion on how committees can get requests for materials approved. A committee makes a recommendation for an item and the chair approves it, once done you need one board member to approve as long as the board has approved that committees budget and activates.
- In regards to grants, a priority is to get a trailer and mats. Marc will follow up with Dean Orlando In regards to this.

5.6 Coaching Policy

- Coaching Committee to review New Selection policy that will make things more economical.
- Coaching committee chair and tournament chair can work together to help implement new selection policy.

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6. Correspondence

6.1 Email from Adam

- Coaching Committee to review and follow up with the Board.

6.2 Rob Richardson Email

- Need waiver up to date and hope ED can help with responses being more timely.

6.3 Society Renewal form

- Chris has received from Marc

7. Officer, Director, Committee Reports

7.1 President:

- Nothing at this time

7.2 Treasurer:

- As of Nov not in deficit, \$10K in profit, credit card paid off – could see a \$7K deficit in the New Year until Casino funding comes in.
- Operation side it was noted that Karate Canada fees will be going up.

7.3 Membership Officer

- Total number of members is 1780, approx. \$60K in fees coming in to KA
- Several new clubs are interested in joining our organization, KA will work with those interested

7.4 Bylaw Committee

- Nothing at this time

7.5 Technical Committee

- Nothing at this time

7.6 Coaching Committee

- Coaching committee has requested two additional tatami's
- 2017 budget approval discussion and approval shelved to be reviewed in Jan 2017.

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7.7 Tournament

- Going forward there will be 3 one-day tournaments in a year. Proposed dates June 4, Oct 22 and Dec 2.
- AB Open Policy allows only KA members to participate, is this something that can be reviewed?

7.8 Officials

- Current budget is for \$26K which includes courses, development and tournaments

7.9 Casino

- Paperwork is being completed and the next Casino is scheduled for May 7 and 8 in Calgary.

8. New Business

8.1 NCCP Evaluator Training Request

- KA is not to fund at this time.

9. Tabled items

- Coaching Committee Budget
- Planning Session
- Executive Director

10. Next meeting

- Poll to Board members to coordinate time for a face to face meeting in early 2017.

11. Adjournment

Heather motioned meeting be adjourned, Sean seconded, Passed.
Meeting adjourned at 9:36pm