

**Karate Alberta Association
Board of Directors Meeting – Minutes -
Unapproved
February 18, 2017**

1. Call to order

Meeting called to order 10:07

2. Roll call and Quorum verification

Attending

Marc Ward, President
Heather Fidyk, Vice President
Bogdan Rozmarin, Treasurer
Maureen Whelan, Secretary
Chris Workman, Director, Bylaw Officer
Dean Tucker, Director, Membership Officer
Manuel Desa, Director
Kristie Schafer, Director

Regrets

Sean Carter, Director

Quorum verified Yes

3. Reading and Approval of Agenda

- Add reading and approval of minutes, move other items accordingly
- Add 4.10 APA Symposium
- Add 4.11 Fee Increase
- Add 4.12 Planning Session
- Add website to new business
- Add KA members who are not involved in competition: Non-Competitive Membership to new business
- Add Confidentiality Agreement to New Business
- Add Conflict of Interest to New Business

Heather moved agenda (with the changes above) be approved, Christie seconded, Approved

4. Reading and Approval of previous minutes, December 13, 2016

Bogdan read minutes

- Injuries 5.4: Policies should be *updated*
- Change KAA to KA throughout the minutes
- “Joining KAA should” change to “KA should”

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- “KA needs to be proactive inside of reactive” change to “instead”
- Change “officials/ref standards are all over the map, need officials to be able to call it, refs are lacking training” officials will require further training.”
- 5.5 Grants change “Jenna Labert?” to “Dean Orlando”
- Change 7.2 Treasurer “cc paid off” to credit card paid off”
- Change 7.7 Tournament “something that can be opened” to “be reviewed”

Dean motioned to approve minutes with changes above, Manuel seconded, Approved

5. Business arising

- 5.1 Insurance: will research and discuss with board via email
- 5.2 Executive Director Discussion: reviewed and discussed individual interested in the position. BOD was in favour of pursuing this. Marc and Heather will review details of employment with individual. BOD prefers contracting individual as consultant. Will post Terms of Reference on website to see if others are interested.
- 5.3 Injury Policy: Discussion on root of injuries and role and training of coaches, officials and athletes. KA policies align with similar organizations. Review when ED joins. Important to follow policies in place.
- 5.4 Officials Committee Terms of Reference: Reviewed ToR
Manuel moved the ToR be approved as modified, Bogdan seconded.
Approved
- 5.5 Coaching Budget: deferred until after nationals. Requested ToR
- 5.6 Head Coach honorarium: ToR and selection process will be discussed after nationals
- 5.7 Grant Applications: Got \$21K for Western Cdns. Reviewed grants available and which grants we cannot apply for due to receipt of other grants. ED can participate in grant application
- 5.8 AGM Date: must be held in the 2nd quarter. Will be held in May or June. Notice of meeting to be given 30 days before meeting.
- 5.9 Bylaw Revisions: Proposed to update and simplify and move some bylaws into policies. This will be a longer term project.
- 5.10 APA Symposium: Can send two people for \$243. Will come from coaching budget.

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- 5.11 Fee Increase: Fee increase will be proposed at the AGM.
- 5.12 Planning Session: To take place in the fall, decision to be made by the new BOD. Committee chairs to present their plans at this session.

6. Correspondence

See coaching committee

Rob Richardson – an official complaint has not been submitted.

7. Officer, Director, Committee Reports

7.1 President:

First 1st year and a half have restructured. Holding pattern for last six months. After nationals will move forward to AGM and then next stage of development.

7.2 Treasurer

Asked if there are any questions.

Financials will be completed after nationals. Will be approved by the board and presented at AGM.

Bogdan reviewed where we currently sit with financials and projected year-end for 2016.

Bogdan to send letter to coaching committee requiring a request for funding for their athletes. \$1,500 available. If nothing is received then Bogdan and Josh will make the decision.

7.3 Membership Officer

Drop Box: Todd to give full access to everyone

Asked if Marshall Member is working. Most who used it found it works.

Further updates to come.

7.4 Bylaw Committee

Previous conversation re bylaw revisions

7.5 Technical Committee

Elimination of technical committee requires bylaw change.

Admission of new members is streamlined and simplified

7.6 Coaching Committee

Any restructure will be done after nationals.

Will review how guest instructors are brought in and how clinics are structured.

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Need to get trailer and mats to Edmonton

7.7 Tournament

Some dojos found significant impact on their volunteers. Possible solution is to provide a calendar of events for KA

Listed tournaments KA will attend and sanction. KA to host two tournaments and support others

KA will provide marketing, mats, transportation and other required items in kind and not money.

7.8 Officials

Six officials attending next tournament (nationals).. Covered by Officials Budget and not Nationals Budget

7.9 Casino

Submitted license. Have not heard back from AGLC. Some people offered to volunteer.

May 7 – 8 (Sunday and Monday)

8. New Business

8.1 Website Update – this needs to be a priority. Todd updates based on board member direction only.

8.2 Non Competitive Members – bring in instructors to give clinics to everyone. To be supported with grants.

8.3 Confidentiality Agreement – take from Karate Canada

8.4 Conflict of Interest – take from Karate Canada

8.5 Maureen's Resignation – Maureen will help transition. Board recognizes Maureen's service.

9. Next meeting

Will be the AGM. To be determined.

10. Adjournment

Christie motioned meeting be adjourned, Heather seconded, Passed.
Meeting adjourned at 2:33pm