



**Karate Alberta**

Minutes of the Karate Alberta Annual General Meeting – June 9, 2018

Sandman Inn - 8001 - 11th Street SE, Calgary, Alberta

1. Call to Order at 2:30 pm
2. Roll Call and apologies:

Apologies:

- Kristi Schaeffer
- Tracey McLeod
- Dave Strohbach
- Jasen Pratt
- Dave Maffitt

Attendees

<b>Name</b>	<b>Club</b>
Elaine Radulski	Itosu Kai ((Manatisowin)
Sue Lindsay	Itosu Kai ((Manatisowin)
Joe Alfonso	Grand Prairie Shorinryu Karate Club
Gary Burniston	Sabean Karate Academy
Manuel Desa	Desa Karate
Cathi Lapierre	Desa Karate
Gary Sabean	Sabean Karate Academy
Chris Workman	Sabean Karate Academy
Ervin Tong	Shin She Ken
Adam Wackershauser	Ippon Karate
Hidemi Uchiage	Ippon Karate
Rose Buckie	Sentenashi Karate
Geraldine Young	South Calgary Wado Kai Karate
Kaori Nakamura	South Calgary Wado Kai Karate
John Hanratty	CSKA
Robert Hargreaves	CSKA
Robert Hargreaves	ASKA & FSKA
Chris Walker	Banzai Karate Club
Heather Fidyk	South Calgary Wado Kai Karate
Dean Tucker	Ippon Karate
Marc Ward	Karate Alberta
Luis Plumacher	Osuna Karate

## Quorum Achieved

### 3. Adoption of Minutes

- Discussion on whether minutes should be adopted before or after “business arising” from last minutes.
- Concern brought forward that Terms of Reference for the Executive Director Position were not on Karate Alberta website. At last board meeting, agreement that Terms of Reference were to be extended for 9 months. Terms of Reference are now to be put up on website.
- Complaint made that board meeting minutes were not sent to membership. Assertion made that this is not in compliance with the bylaws. Discussion and explanation.
- ACTION ITEM – Minutes from 2017 Board of Directors Meeting to be published on website or sent out via email by August 31, 2018.
- ACTION ITEM – Terms of Reference and salary of Executive Director to be published by August 31, 2018.
- Approval of minutes
  - Motion to approve minutes – Joe Alfonso
  - Secunder – Gary Burniston.
  - Motion carried.

### 4. Approval of Agenda

- Proposed changes to Bylaws will be in the Executive Director report. No changes will be voted on today.
- Technical Committee report also deferred.
- Approval of Agenda
  - Motion to approve agenda – Manuel Desa
  - Secunder – John Hanratty. Motion carried.

### 5. Correspondence – nothing to discuss

### 6. Officer, Director, Staff & Committee Reports

#### 6.1 President’s Report

- President’s Report read aloud and provided to attendees.
- Discussion of concerns raised that “sport karate” focus of organization may under-service some of the membership.

- ACTION ITEM – Dean offered to spearhead an effort to seek ideas to involve the general membership.

## 6.2 Treasurer’s Report

- Karate Alberta members clubs pay \$35/year/member.
- \$17/member/year is sent to Karate Canada.
- Treasurer’s Report was read aloud.
- Chris noted that the auditor made an error in the GIC balance. This will need to be corrected by the auditor.
- Revenue appears to be down this year because we are not counting provincial team and tournaments as revenue but rather as an expense off-set.
- GST Rebate is being requested – half of GST paid out will be returned.
- Chris is currently overseeing finances himself using QuickBooks rather than paying an accountant. This may not be sustainable when someone else takes over as Treasurer.
- Casino Revenue shows as \$3,162 while \$65,000 was actually received because only casino money spent can be claimed as revenue according to accounting rules. Casino money was used for the team going to Nationals in 2018. This does not fully fund the participants; the members of the team also contribute to their own costs. This is not captured on Karate Alberta finances.
- Discussion of the costs associated with the Executive Director. The ED is paid \$1760/month. This expense is more than offset by grants earned and made available by having an Executive Director.
- Approval of Financial Reports – assuming error correction and re-issuance:
  - Motion to approve – John Hanratty
  - Seconder – Adam Wackershauser
  - Motion carried.
- Appointment of Auditor – Dean Orlando Professional Corporation
  - Motion to approve – Heather Fidyk
  - Seconder – Joe Alfonso
  - Motion carried.

## 6.3 Membership Report – Dean Tucker

- 54 Clubs; 1620 members
- There have been changes to initial application, particularly related to groups that can provide access to more funding.
- Membership Officer has given the administrative role associated with membership to the Karate Alberta administrative support person.

## 6.4 Technical Committee

- Deferred to discussion of bylaws.

## 6.5 Coaching Committee – Gary Sabean

- Have recently been informed by Karate Canada of the splitting of Junior and Senior Nationals and of the dates for each of these.
- Currently putting together a training and tournament schedule to accommodate these dates.
- National Tournament Report – 7 gold; 2 silver; 12 bronze among Karate Alberta athletes. Of the 43 athletes attending, 41 competed. Of these 11 athletes were in the finals – thus 25% of athletes made the finals. This represents a significant improvement in the performance of Karate Alberta and our athletes.
- There are 5 members of the Coaching Committee. There is a new structure associated with this committee. It will include: one athlete representative; one official representative; one board member; one NCCP representative. One person may act as representative for more than one group described above. Additionally this Committee will include the Team Manager, Head Coach and a regular coach.
- The Team Manager, Rose Buckie, is working with Todd (Administrator for Karate Alberta) to implement Marshall Member software for cost management.
- Action Item – Paypal will be investigated as a possible method of payment. Rose, Todd and Dean will investigate. No specific time frame prescribed.

### 6.5.1 NCCP Report – Adam Wackershauser

- Gary Sabean will be stepping down from this Committee
- Kristie Schaeffer will be stepping into this Committee
- Adam Wackershauser will take over as NCCP Course Conductor/Coordinator
- NCCP is a requirement of being involved with Karate Canada
- Action Item – John Hanratty will put forward a proposed structure for the Technical Committee. Karate Canada has a grading/technical committee for belt testing.
- Two courses for NCCP will be held in the upcoming year.
- Action Item – Marc Ward to confirm the changes to Seniors Nationals with Karate Canada.

## 6.6 Tournament Committee

- Acknowledgements
- Two Karate Alberta tournaments have been held in the past year: October 2017 in the North and April 2018 in the South.
- Dates for the upcoming year's tournaments to be announced. Two or three tournaments will be scheduled.
- New dojos have joined Karate Alberta as a result of involvement in tournaments.

- Locations for training sessions are challenging to ensure all interested athletes can be involved and accommodated. Efforts will be made to include trainings alongside tournament dates.

#### 6.7 Officials Committee Report

- Pat is leaving for Chile where she will be officiating at Pan-Ams
- Marc Ward read the Officials Report

#### 6.8 Casino Committee Report

- Draw date for the upcoming casino will be in August. At that time, we will know when our upcoming casino is scheduled. It will be in Q1 in 2019.
- A Casino Chair will be required.
- Action Item – Jasen Pratt and Todd Guillet will put Casino information and call for Casino Chair on the website.

#### 6.9 Executive Director Report

- Jasen Pratt is currently out of country.
- Heather Fidyk read Executive Director report.
- Discussion of why an Executive Director is needed for Karate Alberta. This organization was previously all volunteer and many tasks were not being completed effectively. Additionally, rank and therefore access to grants through Alberta Sport Council is significantly improved by having an Executive Director. This decision was made by the Board of Directors.
- Action Item – Jasen Pratt's biography to be posted on the website.

##### 6.9.1 Bylaw Amendments

- There will be a complete review of Karate Alberta bylaws to be conducted in conjunction with the Karate Canada lawyer, Steven Indig. This is an effort to be conducted with all of the PSO's associated with Karate Canada.
- This process will be completed and communicated on a minimum of one month in advance of the 2019 AGM.
- This effort is being undertaken to acknowledge new best practice standards.
  - Motion to accept all Reports – Manuel Desa
  - Secunder – Sue Lindsay
  - Motion Carried.

7. New Business

- No new business

8. Adjournment – 4:42 pm

- Motion to adjourn – Gary Burniston
- Secunder – Chris Walker
- Motion Carried.