

**Karate Alberta Association
Board of Directors Meeting – Conference Call
Minutes – Approved
October 21, 2018**

1. Call to Order

President Marc Ward called the meeting to order at 6:03 p.m.

2. Roll Call and Quorum Verification

Attending (* via Skype):

Marc Ward – President

Heather Fidyk – Vice President

Chris Workman – Treasurer

Dean Tucker – Membership Officer

Dave Maffitt – Secretary

Kristie Schafer – Director (6:11 p.m.)

Manuel deSa - Director

Elaine Radulski – Director (6:07 p.m.)

Sue Lindsay – Director (6:07 p.m.)

Todd Guillet – Martial Member

Regrets: Jasen Pratt – Executive Director

Tracy Macleod – Director

Quorum Verification: Quorum was verified and the meeting properly constituted.

3. Reading and Approval of Agenda

Marc read the agenda. Item #4 was changed to Approval of May 19, 2018 Meeting Minutes and Item #4 was re-numbered to #5. Item #6 was amended to include letter from Juan Osuna regarding KA fees.

The agenda as amended was approved via a motion from Chris, seconded by Dean.

4. Approval of May 19, 2018 Minutes

The minutes of the May 19, 2018 meeting were approved via a motion from Elaine, seconded by Kristie. (Note: The minutes were approved after Item #5.1. The minutes were later amended for a typo in KA fees and missing name of donator as pointed out by Todd G.).

5. Business Arising

- 5.1 Martial Member-KC National Integration . KC looking at using Martial Member to streamline transfer of data and collection of fees. Some concern expressed about need to make fee payments for new members signed during the year. Marc to follow up with Chris, Dean & KC by December 31, 2018.
 - 5.2 KC Nationals. Juniors Edmonton . KC Senior Nationals scheduled for Jan.18-19 in Gatineau, Quebec. KC Junior Nationals scheduled for May 3-5 in Edmonton. Discussion on need for volunteer base (parents), better support from Edmonton Tourism vs. Calgary. Expect to make a \$20,000 profit, assuming 7 tatamis and \$75,000 in grant applications.
 - 5.3 Traditional Karate Symposium . Marc, Heather & Jasen met last week to discuss a one day clinic event (10 am to 4 pm) in Fall/2019 for Alberta chief instructors. Jasen to follow up on dates, guest instructors, etc. Addresses a concern expressed at AGM.
 - 5.4 Coaching Committee. Team Selection Criteria . Selection criteria is now less subjective and based on other provinces, best practices with adjustments for Alberta. Funding formula based on success. Dean moves that Policy 13.4.4 be adopted, seconded by Kristie, approved. Dean moves that Policy 13.4.5 be amended to delete Paragraph 2 and replace with the same language as in Policy 13.4.4. Seconded by Kristie. Approved. New policies will be presented next weekend at a Q&A during tournament by Rose, Kristie and Adam.
 - 5.5 ED Reports-bylaws, 2020 Event/Coaching Certification . See Jasen's email of October 19th. Adam to take over as NCCP Coordinator.
 - 5.6 Logistics Coordinator . Terms of Reference required for hiring a volunteer or part-time staff member to help with trailer & tatami transportation for training sessions and tournaments.
6. **Correspondence** . Juan Osuna has expressed concern over the high insurance costs included in KA membership fees. Discussion on cost/benefit of being a KA member. Tabled until strategic planning session in New Year.
7. **Officer, Director, Committee Reports**
- 7.1 President . see Marc's email.

- 7.2 Treasurer . Chris advised that some revenue and expenses are still missing in current statements. Waiting on second half of ASC grant. He expects a \$15,000 surplus for 2018. Casino pushed back to Q1/2019. Tatami mat payment of \$10,000 and ED expense of \$6,000. All cheques are located in KA Dropbox account for review, transparency and backup. AGM audit review error has been fixed and e-transfer payment has been set up (\$0.50/transaction).
- 7.3 Membership . Dean advised current membership is 1,575 within 54 clubs. Fee increased to \$40 from \$35. Police checks are 20% out of date.
- 7.4 Bylaw Committee . n/a
- 7.5 Technical Committee . n/a
- 7.6 Coaching Committee . see Rose's Team Manager report. Coaching Committee working on a schedule for 2019.
- 7.7 Tournament Committee . 18 clubs registered including new Red Deer club (6 people), 216 entries, 110 athletes. Rob Montgomery is Tournament Director.
- 7.8 Officials Committee . see Pat's report, which includes list of promotions of judges.
- 7.9 Casino Committee . Kristie to hand off chair to Keith. Contract has been signed with Cowboy's Casino. Jasen to follow up with AGLC re: KA's address.

8.0 New Business – none

9.0 Next Meeting – TBA. Planning session in early 2019 for one day in Red Deer

10.0 Adjournment – Meeting adjourned at 7:44 p.m., per motion from Heather, seconded by Manuel.