



Board Meeting Minutes

Sat. December 7, 2013

Perkins 2675 Portage Ave., Winnipeg, MB

1. **Call to order** 9:22am
2. **Roll call:** Master Allison Braun, Mr. Scott Toderash, Master Robert Quon, Ms. Gail Cielen, Mrs. Jillian Golby Borsa, Master Terriane Lea, Mr. Steven Rivest, Ms. Kat Russell. Regrets: Mr. Matthew Canam
3. **Review and Approval of Agenda: Motion** to approve the agenda by Mrs. Golby Borsa, seconded by Master Lea. All in favour, motion passed.
4. **Recording and welcoming Mr. Canam to the board.** (Motion and vote was held by email, Nov. 25-28/13. All were in favour, motion passed.)
5. **Financial report discussion:** TKD Canada collects memberships each month and does a transfer of funds to TKD MB but no breakdown of funds is attached. They cannot provide an accurate membership list at this time. (TKD MB could not get an accurate and up-to-date list of registered voters for the Special AGM on Nov. 22/13). The last transfer was Oct. 9/13 for \$1,290 so one should have been done for Nov. TKD MB needs one administrator for the province, likely the Secretary who would work in conjunction with the Membership Committee and pass on the names to the Treasurer. Master Braun will follow-up with Michelle Robb from TKD Canada. The board will need to review a copy of this year's budget to review for next meeting.
6. **Other Financials:**
 - a. Signing authority: Ms. Russell, the Treasurer, has submitted her resignation. **Motion** by Master Braun to accept her resignation, seconded by Master Quon. All in favour, motion passed. Ms. Russell will notify the Royal Bank.
 - b. Master Braun, Mrs. Golby Borsa and Mr. Toderash will have signing authority. Two signatures will be required on each cheque. **Motion** by Master Braun to have Mr. Toderash act as Acting Treasurer until the next AGM, seconded by Master Quon. All in favour, motion passed. Ms. Russell will hand over the existing financial records (hard and electronic copies) and cheque book at the conclusion of this meeting.
 - c. Outstanding reimbursement for provincial & national tournaments: Once the signing authorities have been added at RBC, TKD MB will process reimbursement cheques to Master Robert Quon (\$100 for travel to Montreal in Nov. for the national event and \$261.71 for Winter Classic 2013 expenses), Mrs. Jillian Golby Borsa, Mrs. Kelly McKenna and Ms. Barbara Bibeau (\$200 subsidy each for new national certification in Montreal in Nov.)
 - d. Sport Manitoba grant: provided TKD MB with \$250 per athlete that went to the 2013 Pan Am Games.
7. **Assigning positions & terms to the new Members at Large:** The length of terms is different for each. Terms for some Members at Large are coming due at the end of March/beginning of April 2014, like Mr. Rivest's and Master Lea's. (The Vice President and Treasurer terms are based on even years, the President and Secretary on odd years.) It is not clear which Director at Large Mr.

Canam is replacing so the Board will need to determine his end of term date. Assigning positions will be done by e-vote.

8. **Vision of the board:** Discussed what's worked, not worked. In recent years, the Board worked to foster inclusiveness, gain recognition by Sport Manitoba, increase fair play. The constitution has strengthened and there is increased transparency. Challenges have included working towards overcoming obstacles with TKD Canada, differing goals among leaders, little interest from the taekwondo community in participating, not working for the large group of taekwondoists. Master Braun emailed many of the Winnipeg taekwondo clubs to ask what changes they'd like to see, what they'd like TKD MB to offer. A strategic planning summit was planned in recent years but didn't occur. The Board would like to hear from parents and athletes as well.
 - a. A strategic summit would be valuable (March 2014?). Host a public forum for all (students, athletes, parents, coaches, instructors, owners, officials) to determine what the taekwondo community wants, provide the opportunity to ask questions. Having an online survey is a possibility for future consideration.
 - b. A positive marketing campaign/membership drive is critical. TKD MB could be like the Better Business Bureau, with recognition and accreditation attached. Its campaign must be aligned with TKD Canada's national campaign. (Hockey, baseball, soccer all have similar campaigns).
 - c. Membership could include education and development components such as First Aid seminars, and mentorship as part of the NCCP program by either local or national facilitators.
 - d. Provincial and national membership fees are minimal but are often a point of contention or a hindrance. Discussed: how this affects black belts, coloured belts and non-competitive students; the inconsistent rates from year to year; the possibility of combining those fees with monthly or yearly school fees; the liability insurance offered as part of those membership fees.
9. **Next meeting:** Add review of the budget for this fiscal year; Sport Manitoba (next steps) to the agenda: Date for January will be coordinated by Jillian, via doodle poll.
10. **Motion** by Master Quon to adjourn the meeting, seconded by Mrs. Golby Borsa. Motion passed @ 10:54am.