

Minutes
Board of Directors Meeting
Alberta Taekwondo Association
December 1, 2025 – Virtual

Attendance:

- Jenny Min, Harvey Strome, Amanda Min, Thai Le, Kevin Mejia, Cecilia Lee, Se'era Anstruther, Kichul Nam, Terry DeFreitas, Steve Bartley, Tracy Bonertz

Regrets:

- Shelley Vettese-Baert

1. Call to Order

The meeting was called to order by Master Min at 8:01pm.

2. Additions to the Agenda

- None

3. Approval of Minutes from Previous BOD Meetings

Motion by Master J. Min that the Minutes from the November 3, 2025 Board of Director's Meeting be accepted by the Board of Directors. Seconded. Carried.

4. Directors' Reports

Chair's Report – Master J. Min

- Attended the Alberta Safe Sport Complaint Mechanism Seminar and reported that the new process is effective and will streamline the handling of complaints.
- Extended congratulations to the Calgary Open tournament organizers for a successful event with 530 participants.

Treasurer's Report - Master Strome

- Membership has doubled, providing increased revenue for the Association. This growth is primarily due to the enforcement of the policy requiring athletes to hold ATA membership in order to participate in sanctioned events.

Secretary-General Report - Master Anstruther

- The deadline for nominations for the upcoming AGM is December 3rd.
- Reminded the Board of their commitment to ongoing professional development, including the completion of at least one Board training course.

Vice-Chair Report - Master Le

- Taekwondo Canada will be providing the ATA with two sets of rings, at a cost of \$5,000 to the ATA, in recognition of ATA's support for the 2026 Canada Open. Taekwondo Canada will donate the \$5,000 back to the ATA.
- The ATA will allocate these funds to support volunteer engagement by providing \$1,000 to participating schools that supply volunteers for one event day. Schools will be contacted to determine interest.

5. Coaching Criteria Proposal

- The Coaching Committee met with Master Kate Nosworthy of Manitoba and gathered insights on Manitoba's provincial coaching program.
- Master Mejia presented a proposal for an Alberta Coaching Program, to be delivered online, providing a pathway for coaches to ultimately achieve AI and DC certification.
- The proposed passing grade is 85%, and the course will incorporate all current rules. Coaches will still require Dojang Coach certification for black belt sanctioned matches.
- Dr. DeFreitas recommended including mandatory police/vulnerable sector checks, First Aid certification, and Safe Sport training.
- The proposal will be revised to incorporate these requirements, and the Coaching Committee will take responsibility for documentation and ID verification processes.
- A coaches' meeting will be held one week prior to each sanctioned event to review rule updates.
- The Committee will aim to launch the first online course by mid-January.
- **Motion: Master Mejia moved that the Board approve the Alberta Provincial Coaching Certification Program with the addition of a police/vulnerable sector check. Seconded. Carried.**

6. 2026 Canada Open Color Belt Event

- Master Mejia will lead this event, supported by the Program Coordinator.
- A poster and tournament package will be prepared for distribution by January 1, 2026

7. Adoption of AB UCC Program.

- **Motion by Master Strome that the ATA adopt the Alberta Safe Sport Complaint Mechanism (ABSSCM) . Seconded. Carried.**

8. Website

- Master Mejia and Master Anstruther advised that the ATA should continue using the current website and registration system until at least the new fiscal year (September 2026). The Board expressed consensus.

9. Proposed Bylaw Change

- **Motion: Dr. DeFreitas moved to amend Bylaw 10.02.1 as follows:**

From:

“10.02.1 Participation – Holding or participation in a meeting by telephone or other electronic communications facilities is permitted in exceptional circumstances for general...”

To:

“10.02.1 Participation – Holding or participation in a meeting by telephone or other electronic communications facilities is permitted for general...”

Seconded. Carried.

10. Sanctioned Event Committee

- The Board discussed establishing a Sanctioned Event Committee to review and approve sanctioned event applications. Terms of Reference will also be required.
- The Board determined that this initiative will be undertaken after the upcoming AGM.

11. Resignation

- Master Harvey Strome resigned from the Board of Directors effective immediately, noting that the resignation is administrative in nature to ensure compliance with Article 6 of the ATA Bylaws.

12. Next Meeting Date

- Monday, January 5, 2026 at 8:00pm.

13. Adjournment

- Meeting adjourned at 10:10pm.