

Minutes
Board of Directors Meeting
Alberta Taekwondo Association
February 10, 2026 – Virtual

Attendance:

- Joo-han Cha, Jenny Min, Amanda Min, Thai Le, Kevin Mejia, Cecilia Lee, Terry DeFreitas, Shelley Vettese-Baert, Se'era Anstruther, Kichul Nam

Regrets:

- Cindy Richardson, Asad Chaudhary

1. Call to Order

The meeting was called to order by Grandmaster Cha at 8:01pm.

2. Additions to the Agenda

- SWAY App for Concussion Tracking (Dr. DeFreitas)

3. Approval of Minutes from Previous BOD Meetings

Motion by Master Anstruther that the Minutes from the January 5, 2026 Board of Director's Meeting be accepted by the Board of Directors. Seconded. Carried.

4. Directors' Reports

Chair's Report – Grandmaster Cha

- Results from the 2026 Nationals were very positive for Alberta athletes, with numerous medals achieved, including one athlete securing a position on the Junior National Team.
- Captain Sports has indicated that electronic headgear will be reviewed/revised or replaced to improve accuracy.

Kyorugi Chair Report – Master Lee

- Alberta athletes achieved strong results at the 2026 Nationals, earning 4 gold, 4 silver, and 8 bronze medals. Alexa Briones won gold in the Junior division and secured a position on the Junior National Team.
- Awaiting confirmation from TC regarding upcoming Cadet and Junior international events.
- Funding criteria will be distributed to Alberta coaches and athletes.

Poomsae Chair Report – Master Vettese-Baert

- Results from the 2026 Nationals have been posted online, with cadets performing particularly well in poomsae competition. Overall, it was a positive experience for all athletes.
- A recent poomsae seminar in Red Deer had 40 participants. An Edmonton seminar hosted 20 referees and 20 high-performance poomsae athletes.
- Preparations are underway for a grassroots seminar on February 15 in Edmonton and a black belt tune-up session prior to the Canada Open.

Social Media Chair Report – Master A. Min

- An application has been submitted for a 50/50 raffle to be held from February 13 to March 15, allowing for promotion at two upcoming events.
- ***Motion by Master A. Min to set a maximum raffle limit of \$10,000.00. Seconded. Carried.***
- ***Motion by Master A. Min that proceeds from the 50/50 raffle be allocated to support Alexa Briones' participation in an international event as part of Team Canada. Seconded. Carried.***

5. Canada Open / Alberta Open

- Master J. Min continues coordination with Brittany from Taekwondo Canada.
- Master Thai Le will provide updates to schools supplying volunteers for both events.

6. Director Positions

- ***Motion by Master A. Min that Master Le (Events Chair) and Master Mejia (Treasurer) exchange board positions. Seconded. Carried.***

7. Management Review

- The Program Administrator exited the meeting during the management review discussion.
- Grandmaster Nam outlined the current duties performed by the Program Administrator and recommended an increase in compensation to a more competitive rate.
- The budget will be reviewed to determine feasibility. Any approved increase will be retroactive to January 1, 2026.

8. Discounted Membership

- Master Thai Le presented a proposal regarding discounted membership fees for the remainder of the membership year.
- Following discussion, the Board decided not to implement a discounted rate.

9. Sanctioned Event Application – Red Deer Champion

- The Board agreed that this event may be sanctioned.
 - The host requested the use of ATA mats for training camps two days prior to the event.
 - ***Motion by Dr. DeFreitas that mats be provided at a rate of \$1,800.00 per day, including the equipment supplier's hotel and meal stipend. Seconded. Carried.***
- Note: Subsequent to the meeting, the Board agreed to reduce the rental to \$1200.00 per day, with the host assuming Master Arsenault's hotel/meal stipend for two days.*
- This decision will be communicated to the Red Deer Champion host.

10. Sanctioned Event Application – Chan Lee Taekwondo

- Chan Lee Taekwondo applied to host a sanctioned event limited to colour belts and recreational black belts.
- The decision was deferred to the next meeting to allow further review of applicable policies.

11. Needs Assessment / ATA Membership Survey

- Master Anstruther proposed the development of a Needs Assessment and ATA Membership Survey to gather member feedback through broad questions.
- A draft will be prepared for discussion at the next Board meeting.

12. SWAY App for Concussion Tracking

- ***Motion by Dr. DeFreitas that the Alberta Taekwondo Association adopt the SWAY phone application for concussion screening and management of all identified high-risk elite***

athletes for the 2025–2026 season, at a maximum annual cost of \$1,000.00. Seconded. Carried.

13. Next Meeting Date

- March 16th, 2026 at 8:00pm.

14. Adjournment

- Meeting adjourned at 9:46pm.