

Minutes
Board of Directors Meeting
Alberta Taekwondo Association
April 20, 2026 – Virtual

Attendance:

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

Regrets:

- Kevin Mejia, Asad Chaudhary

1. Call to Order

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

2. Additions to the Agenda

Motion by Master Anstruther to permit the use of Google Forms at the next two sanctioned events. Seconded. Carried.

3. Approval of Minutes from Previous BOD Meetings

Motion by Master Le that the Minutes from the March 16, 2026 Board of Director's Meeting be accepted by the Board of Directors. Seconded. Carried.

4. Directors' Reports

None.

5. Taekwondo Canada Reimbursement

- Master Le reported on unanticipated expenses related to the Alberta Open Taekwondo event, which exceeded the initial budget by \$11,000. Additional costs included approximately \$4,000 for food and \$6,000 for audio-visual equipment rental, which were not specified in the agreement with Taekwondo Canada. Despite these expenses, the event generated a net profit of \$21,000.
- ***Motion by Master Le to remit payment of \$6,060.07 to Taekwondo Canada and \$5,000.00 to club volunteers, as previously committed. Seconded. Carried.***

6. Administrative Report

- The Administrator provided an update on the upcoming casino event and advised that additional volunteers are required. Further communication will be distributed via the ATA newsletter. Master Anstruther will prepare a promotional poster and QR code to support recruitment.
- It was announced that Master Spencer Standeven will assume the role of Equipment Manager. ***Motion by Dr. DeFreitas that the ATA conduct a comprehensive equipment inventory by June 15, 2026, including consolidation of all equipment at the upcoming Red Deer tournament for verification. Seconded. Carried.***

- The Administrator requested content submissions from coaches, officials, and medical personnel for a newsletter scheduled for publication at the end of May.
- Updates to the Athlete Funding Request Form were presented, including additional requirements and expectations. The revised form will take effect September 1, 2026.
Motion by Dr. DeFreitas to approve the updated Athlete Funding Request Form. Seconded. Carried.

7. President's Cup Athlete and Coach Funding

- Master Lee presented a proposal to support Team Alberta's participation in the President's Cup (G3 World Taekwondo event), noting its importance for athlete development, particularly in the absence of a Pan American or World Championship event for this year's cadet gold medallists.
- Motion by Dr. DeFreitas to allocate \$1,000.00 to each of the three 2026 National Cadet gold medallists to attend the President's Cup in Peru, and \$1,500.00 to support one coach. No seconder. Motion not considered.
- ***Motion by Master Richardson to table the decision and request that Master Lee revise the proposal based on Board feedback. Seconded. Carried.***

8. Needs Assessment / ATA Membership Survey

- Master Anstruther presented a draft needs assessment framework and requested Board feedback by April 27, 2026.
- The Board discussed the possibility of offering participation incentives. Final decisions will be made following survey approval.

9. Funding Approval for IVR Equipment

- ***Motion by Master Richardson to approve the purchase of IVR equipment for two K2 rings, to a maximum of \$1,500.00. Seconded. Carried.***

10. Next Meeting Date

- May 25th, 2026 at 8:00pm.

11. Adjournment

- Meeting adjourned at 9:45pm.