

Minutes
Board of Directors Meeting
Alberta Taekwondo Association
May 25, 2026 – Virtual

Attendance:

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

Regrets:

- Jenny Min, Cindy Richardson, Asad Chaudhary, Shelley Vettese-Baert

1. Call to Order

The meeting was called to order by Grandmaster Cha at 8:05pm.

2. Additions to the Agenda

- Equipment Manager Position

3. Approval of Minutes from Previous BOD Meetings

Motion: Moved by Master Le that the Minutes from the April 20, 2026 Board of Director's Meeting be accepted by the Board of Directors. Seconded. Carried.

4. Directors' Reports

None

5. 2026 – 2027 Budget and Sanction Tournament Applications

- Grandmaster Cha requested that all Directors submit their program budgets no later than June 15th in order to facilitate preparation of the 2026–2027 fiscal year budget.
- Grandmaster Cha also requested that a notice be distributed to all member clubs to determine interest in hosting sanctioned events during the 2026–2027 season. This notice will be sent following approval of the Event Sanction Policy.

6. ATA Membership Survey/Needs Assessment

- Master Anstruther presented the revised Survey, incorporating the modifications requested by Directors at the previous meeting. Dr. DeFreitas raised concerns regarding one section of the Survey and potential club sensitivities; however, the remainder of the Board agreed the question was appropriate given the anonymous nature of the Survey.
- ***Motion: Moved by Master Anstruther that the Board approve the current Needs Assessment Survey. Seconded. Carried.***
- ***Motion: Moved by Master Anstruther to approve three \$50.00 gift cards as participation incentives for completion of the Survey. Seconded. Carried.***

7. Draft Event Sanction Policy and Fee Schedule

- The Board reviewed the draft Event Sanction Policy and Fee Schedule. Discussion focused primarily on the proposed fee schedule.
- Administration will contact Alberta Sport to determine whether there are any restrictions regarding the allocation of grant funding by the Board.
- Further discussion on the policy and fee schedule was deferred to a future meeting.

8. North American Indigenous Games

- The ATA was contacted by Master Kirk Sinclair regarding the upcoming North American Indigenous Games event scheduled for September 18–19 in Calgary, and potential support from the ATA. Administration requested additional information from Master Sinclair for presentation to the Board but has not yet received a response.
- Administration will follow up with Master Sinclair regarding the status of the event.

9. President's Cup (Peru) Funding for Cadet Athletes/Coach

- Master Lee presented a proposal to provide funding support for Alberta Cadet gold medalists from the 2026 Cadet Nationals to attend the President's Cup event in Peru, noting the absence of a Taekwondo Canada sanctioned event this year.
- ***Motion: Moved by Master Lee that the Alberta Taekwondo Association approve a targeted allocation of \$4,500.00 for the 2026 President's Cup trip, to be distributed as \$1,000.00 per 2026 Cadet National Gold Medalist and \$1,500.00 for the designated Lead Coach. Seconded. Carried.***

13. Equipment Manager Position

- The recently appointed Equipment Manager advised that he would be unavailable for the June 13th event in Calgary and required additional time to determine whether he wished to continue in the role moving forward.
- It was suggested that the ATA consider appointing two to three individuals to share equipment management responsibilities rather than relying on a single individual.

14. Next Meeting Date

- June 29th, 2026 at 8:00pm.

15. Adjournment

- Meeting adjourned at 9:26pm.