Minutes
Board of Directors Meeting
Alberta Taekwondo Association
July 27, 2026 – Virtual

Attendance:

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

Regrets:

- Terry DeFreitas, Asad Chaudhary, Shelley Vettese-Baert

1. Call to Order

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

2. Additions to the Agenda

- None

3. Approval of Minutes from Previous BOD Meetings

Motion: Moved by Master Le that the Minutes from the June 29, 2026 Board of Director's Meeting be accepted by the Board of Directors. Seconded. Carried.

4. Directors' Reports

- **Secretary General:** Master Anstruther presented the results of the Needs Assessment Survey. While the response rate was low, the survey identified several key areas for improvement, including coaching development, communication, SafeSport implementation, and financial sustainability.

- The Board discussed conducting the survey again in the fall when member engagement is expected to be higher.

5. Draft Event Sanction Policy

- Master Mejia, in collaboration with Master Cindy, will finalize the revised Event Sanction Policy and circulate the final draft for an email vote within 10 days.

6. 2026–2027 Budget

- Budget submissions were received from the Poomsae, Kyorugi, and Referee Directors. The combined budgets currently project a deficit. Master Thai Le noted that this level of spending is not financially sustainable for the ATA.

- The Poomsae and Kyorugi Directors will revise their athlete funding budget proposals with the goal of reducing overall expenditures by approximately $30,000. The revised budgets will be circulated for email approval within one week.

- The Kyorugi Director will also revise the Athlete Funding Policy to:
    - Cap funding at the athlete's actual eligible expenses.
    - Clarify the 75% funding provision by incorporating funding tiers and safety-net provisions.
    - Include the mandatory use of the SWAY app evaluation for funded athletes.

7. K2 Funding Proposal

- Master Lee presented a proposal to purchase additional K2 equipment to enable the ATA to operate a third K2 competition ring, improving tournament efficiency.

- ***Motion by Master Lee that the ATA purchase additional K2 equipment from Captain Sports. Seconded. Carried.***

- The Board approved making electronic gloves mandatory for all High Performance Kyorugi athletes competing at sanctioned events using the K2 system. This will allow K2 rings to operate with a single Technical Judge per ring.

8. 2027 Alberta Open Date and Venue

- The Leduc Co-op Fieldhouse is available on **May 15, 2027**, as a potential venue for the 2027 Alberta Open.

- The Board agreed to advise the venue of its interest and obtain additional information regarding available meeting rooms and catering requirements.

9. North American Indigenous Games

- A contract and quotation for four competition rings, including mats, scoring equipment, and an Equipment Manager, have been forwarded to Master Sinclair. A response is pending.

- A separate quotation outlining the costs of providing referees has also been submitted to Master Sinclair, and a response is awaited.

10. RAMP Membership Software

- Development of the RAMP membership registration system has been completed. Board members are encouraged to register for the 2026–2027 membership year to assist with system testing. Opportunities to further communicate the benefits of ATA membership to members will also be explored.

- Criminal Record Checks will be mandatory for all coaches and officials.

- ***Motion by Master Mejia that annual ATA membership fees be set at a flat rate of $30.00 for colour belts and $50.00 for black belts. Seconded. Carried.***

- Development of the standardized RAMP tournament registration package is underway and is expected to be completed in time for the first sanctioned event of the 2026–2027

season on **October 3, 2026**.

14. Next Meeting Date

- September 14, 2026 at 8:00pm.

15. Adjournment

- Meeting adjourned at 9:35pm.