

Minutes
Board of Directors Meeting
Alberta Taekwondo Association
May 13, 2025 – Virtual

Attendance:

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

Regrets:

- Shelley Vettese-Baert, Terry DeFreitas

1. Call to Order

- The meeting was called to order by Master Min at 8:02pm.

2. Additions to the Agenda

- None

3. Approval of Minutes from Previous BOD Meeting

- **Motion by Master J. Min that the Minutes from the April 23, 2025 Board of Directors Meeting be accepted by the Board of Directors. Seconded. Carried.**

4. Directors' Reports

Master J. Min delivered the Chair's report:

- There is one outstanding AB Open complaint that is waiting for a response. Master J. Min will respond by email on behalf of the BOD.

Master Strome delivered the Treasurer's report:

- Master Strome gave an update on the budget. To date, the budget has exceeded fundraising efforts and reduced expenses, putting the Association in a favorable position.

- **Motion by Master Strome that the Executive approve expenses under \$1500.00, with expenses over \$1500.00 requiring full Board approval. Seconded. Carried.**

- The trailer needs more extensive repairs to remain road-worthy, the new amount is \$3873.36 (previously \$1335.00). **Motion by Master Strome that the Board approved the trailer repairs. Seconded. Carried.**

- Master Strome would like to see the Board ask for expressions of interest for the 2025 - 2026 tournament year from tournament hosts.

Master Anstruther delivered the Secretary-General report:

- Master Anstruther congratulated Master J. Min on becoming the first female Alberta Taekwondo Association Chair.

- Re-iterated that all official ATA communication must be sent from the admin email, to allow for messaging approval and centralized communication.

- Asked the Board to send names/recommendations for the Ethics Committee.

Master A. Min delivered the Public Relations report:

- Master A. Min would like to investigate additional fundraising options, including 50/50 draws. She will work with the Program Director on this initiative.

Master Bonertz delivered the Referee Director report:

- Master Bonertz is working on referee costs from the 2025 AB Open, which will then be submitted for honorarium/travel/hotel payments. 39 Referees attended the 2025 AB Open.

Master Lee delivered the High Performance Kyorugi report:

- **Motion by Master Lee that the BOD approve \$1600.00 in funding for Alexa Briones for her participation in the 2025 World Cadet Championships in the UAE. Seconded. Carried.**

5. AB Open Recap

- Suggestion that an organizing committee be struck going forward to assist in areas such as volunteers, tree divisions and setup/teardown.
- The BOD reviewed correspondence from Master Richardson with suggestions on improving the tournament in future years.

6. Event Sanction Policy and Summary Drafts

- Master Strome would like Board feedback on the policy prior to next meeting.
- Master J. Min had questions regarding the ATA handling event registration for all sanctioned events; this issue will be further addressed at the next meeting.

7. BOD Oath and Responsibilities

- The Code of Conduct will be sent to all Board members for completion.
- Schedule 5 of the Bylaws outlines Duties and Responsibilities of BOD members.

8. 2025 - 2026 Budget

- Master Strome will present a snapshot of the budget at the next meeting.
- Budgets from each committee will need to be submitted by the end of July.

9. Performance Appraisals

- Master Strome and Master A. Min will develop performance appraisals for both Cheryl and Shawn and present to the BOD at the next meeting.
- It was noted that the BOD may need to look at replacing Shawn in June, 2026.

10. Dojang Owner Survey Results

- Master Mejia summarized the answers from a survey sent to all member clubs, with 17 clubs responding. Included input on how the ATA can improve and what is important to member clubs and their students.

11. Next Meeting Date

- Monday, June 16th at 8:00pm.

12. Adjournment

- Meeting adjourned at 9:23pm.