

ASA BOD meeting May 2018

Date May 19th 2018 5pm

Chair: SG

Facilitator: PP

Invitees: ML, JC, MR, PP, KL, SG, WB, LK,JF

Regrets: MR, WB, JC

Staff: LK,JF

Location Alberta Sports Hall of Fame, Red Deer

Agenda

Topic	Description	Time
Call to order COI	<i>With respect to the agenda, does any member of the board have any relationships or interests that could compromise, or be perceived to compromise, your ability to exercise judgment or decision-making independently and objectively with a view to the best interests of the Alberta Sailing Association. Should a conflict of interest arise during the meeting, it must be declared immediately.</i>	5pm
Approve agenda. Agenda moved ML/KJ 2 additions		5.05am
1. Adopt previous minutes PP/kj ML had a few questions for clarity		5.10am
2. Board issues <ul style="list-style-type: none">Make up of BOD SG to talk to MRTo approve John Drayton as ASA member. ML/KJ		5.15am
3. Sailing Director Report <ul style="list-style-type: none">Strategic/Tactical plan Add strat. plan to websiteSail Canada meetingsMOSS. KP to go to Yellowknife. 2 weeks unbookedSummer directorMotion. To move that we do not collect \$20 for camp attendees. ML/KJ. Passed		5.30am

<p>4. President report</p> <ul style="list-style-type: none"> • Roles of directors. Some directors are not communicating what they are doing • Sponsorship. MLillo to be brought up to date on this • Per diem for staff. KJ to adjust per diem and send round for email vote • Email replying. Board members should respond in a timely fashion 	6pm
<p>5. Secretary report</p>	6.30pm
<p>6. Treasurer report</p> <ul style="list-style-type: none"> • Who is chairperson for Casino? PP will put name there for now until SG chats with MR • Who is doing documentation. PP for now • Who is scheduling casino PP for now • LF payments. KJ to consult with LK to determine a cost per clinic for LF payments • Discussion about ASA camps at Clubs. There is a responsibility on ASA to outline the expectations of attendees. This will be outlined at the outset of each camp. LK to send email asking CYC to have instructor camps 	6.40pm
<p>7. Communications report</p> <ul style="list-style-type: none"> • Newsletter?? MLillo to take responsibility 	7 pm

<ul style="list-style-type: none"> • Website?? MLillo to take responsibility 	
8. Sailing and racing report <ul style="list-style-type: none"> • Calendar. Have to adjust NOR for Alberta series. CYC will host Provincials • 2.4mR. LK to write up a charter contract by the 28th May • Brianna request. MLillo to draft this letetr • Wendy request. ML to handle dealing with this issue with KJ and LK. Basically an application process. • WSC sailweek. Is LK available? YES 	7.10pm
9. Equipment report <ul style="list-style-type: none"> • New RIB \$22k Hold off on purchase for now 	7.30 pm
10. Youth report <ul style="list-style-type: none"> • Athlete/ coach/instructor application process 	7.45 pm

A. Accountability Review: Action register

accountability	Action	Date Raised	Target Date	Status
TG	TG to get closing balance from Ron in a way to preserve our legacy	Dec13th	Jan12th	COMPLETE
LK/SG	Checklick re pricing	Jan 6th	Jan 15th	COMPLETE
KJL	Policy documents to be written. List in minutes	Jan6th	ongoing	ongoing
WB	Look into Electronic cheques and payroll tax account	Jan 6th	April 30th	Complete

LK	To compile a new list of members using Checklick	Jan 6th	Jan 20th	Complete
LK	Do annual returns	Jan 6th	Jan 20th	Complete
SG	Strategic plan circulation and approved.	Jan 6th	Jan 13th	Complete
PP	PP to meet John Ferguson and make recommendation to BOD	Jan 6th	Jan 12th	COMPLETE
ML	Clean up email voting system	Jan 6 th	Feb 3rd	COMPLETE
LK/MLillo	Website renewal	Jan 6th	April 30	Underway
LK	Tactical plan from Strategic plan	Jan 6th	Feb 3rd	VER 1
KJL, ML	Talk to TG about resignation	Jan 6th	Jan 10th	COMPLETE
JC	To Buy new Rolly and new tubes for Elmo	Jan 6th	March 1	COMPLETE
JC	Get new all season tires for truck	Jan 6th	Jan 15th	COMPLETE
LK, WB	Report on Community Initiatives Program for sails Canada Games	Jan 6th	March 30	COMPLETE
LK	Add Strat plan to website	May18th	May 30th	TO DO
MLillo	Talk to lake communities in Alta	May 18th	May 30th	TO DO
MLillo	To capture email addresses from camps		ASAP	ONGOING
SG	Adjust NOR for Alberta series		ASAP	ONGOING
WB	Check in to road trip prepaid costs	May 18th	June 4th	ONGOING

Next Meeting June 2nd 5pm