

ASA BOD meeting FEB 2018

Date Feb 3rd 2018 10.30am

Chair: TG

Facilitator: PP

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

Regrets: MR

Staff: NONE

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>	11.30am
Approve agenda. Agenda moved ML/SG		11.35am
New business.		
1. Adopt previous minutes	Moved SG/JC Unanimous	11.40am
2. Board issues <ul style="list-style-type: none">• President• Treasurer• Special G.M.	BOD accepts TG resignation Motion. To accept resignation of SG. Moved ML/JC. Unanimous decision.	11.45am

	<p>Motion: To Communicate to the clubs and members that we have made the board decision to replace President and Treasurer. Any member or organisation can contact any member of the board to request a SGM. ML/KL Unanimous</p> <p>KL to write info for newsletter</p> <p>Motion: To nominate WB as Treasurer. PP/ML. Unanimous</p> <p>Motion: To nominate KL as President was declined.</p> <p>Motion: To nominate SG as President. PP/WB. Unanimous.</p> <p>BOD recognises KL contribution to chairing</p>	
<p>3. Sailing Director Report</p> <ul style="list-style-type: none"> • NOR Alberta series • Provincials host • Strategic plan • Tactical plan 	<p>STEP grant used for Moss which might affect the budget. CSJG not eligible.</p> <p>NCCP locker training has happened. We can now do this in house.</p> <p>Checklick has been fixed and clubs have been notified of price change</p> <p>Post ver 1.1 of By-laws. KL to send to BOD</p> <p>LK to write coaching policy. 5 sailor's reqd. for away events.</p> <p>Website refresh/revamp</p>	<p>12.00am</p>

	<p>LK to get price to get 2.4 MR up to standard for 4 year cycle</p> <p>Updated strategic plan. LK to amend</p>	
4. Presidents report	NONE	14.20pm
5. Secretary report	Covered off by Manager posting calendar of dates to include all reporting dates	14.30pm
6. Treasurer report <ul style="list-style-type: none"> • Sage • AGLC • Signing authority • DSAA • T4 issues 	<p>Motion: To approve the cost of Sage for \$403.20.</p> <p>KL/PP. Unanimous.</p> <p>Phil to contact BMO to change signing authority</p> <p>WB to check on T4s and bill of sale for 29ers.</p>	14 :40pm

7. Communications report: KJL <ul style="list-style-type: none"> • Newsletter • Website 	Send out BOD voting in newsletter to every member Website to be revamped and refreshed	15:00pm
8. Sailing and racing report: ML <ul style="list-style-type: none"> • Calendar 	Publish calendar on website.	15.10pm
9. Equipment report: JC	We have a new Rolly and Tube set for ELMO	15.20 pm
10. Youth report: MR <ul style="list-style-type: none"> • Moss 	LK to confirm dates and locations Motion: MOSS does not go to Fort Peck in 2018 KL/PP For 3 Against 1 Abstention 1.	15:30 pm
11. Governance	KL presents policies. Motion: To accept General and Special meeting guidelines, Capital Asset, Email Voting, Cheque and Payment policies with revisions. KL/ML Unanimous.	15.35pm

Adjourn 4pm Next meeting March 10.30 am at ASHF Red Deer March 17th 2018

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	Mar 15th	ongoing
WB	Look into Electronic cheques	Jan 6th	Mar 15th	ongoing
LK	To compile a new list of members	Jan 6th	Mar 30th	ongoing
LK	Do annual returns.	Jan 6th	Mar 15th	ongoing
SG	Strategic plan circulation and approved.	Jan 6th	Feb 15th	ongoing
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	Website renewal	Jan 6th	March 1	No started yet
LK	Tactical plan from Strategic plan	Jan 6th	Mar 1	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
KJL	To write info. piece for newsletter about board elections	Feb3rd	Feb15th	ONGOING
KJL	Send Ver1.1 of by-laws to BOD and LK	Feb 3rd	Feb 10th	ONGOING
LK	Send coaching policy to BOD for approval	Feb 3rd	Feb 28th	ONGOING
LK	Sponsorship presentation to BOD	Feb 3rd	Feb 28th	ONGOING
LK	Website refresh/revamp	Feb 3rd	Mar 15th	ONGOING
LK	Cost analysis on 2.4MR	Feb 3rd	Mar 15th	ONGOING
LK	Contact Sylvan YC to host Provincials	Feb 3rd	March 1	ONGOING

LK/SG	Update Strat plan and create TACTICS	Feb3rd	Feb 28th	ONGOING
LK	ASA AGM NOV 3rd	Feb 3rd		COMPLETE
PP	Change signing authority	Feb 3rd	Feb 28th	ONGOING
LK	Cost out MOSS to get a set daily fee	Feb 3rd	Feb 20th	ONGOING
LK	Letter to Fort Peck	Feb 3rd	Feb 15th	ONGOING
JC	Truck rental in south	Feb 3rd	April 15th	ONGOING