

ASA BOD meeting Aug 21st 2023

Chair: SG

Invitees: PPax, PP, LS, SG, JC, KD, SM

Guest:

Staff: KS/BD

Location: By Zoom.

Topic	Time
Call to order Quorum reached? Yes Conflict of interest statement. Acknowledged	6.11pm
Approve agenda. SH/PP Carried	
Adopt previous minutes. PP/SH Carried	
Board opportunities and issues <ul style="list-style-type: none">• Introduction of KS. SG has agreed to take time out of her day to do the Alberta sport grant due to the time it would take train Kathy• Board governance. Reminder whilst we are here to represent ASA. As Directors we are to put ASA first• Proposal to have a sub-committee liaise with all clubs. S Cossi has agreed to set this up. Motion. SM/PP That S Cossi will head up a sub-committee to liaise with clubs. Carried• Communication committee volunteer. M. Sullivan. Non board seat ratification. Motion. PP/PPax. That MS will head up our Communication Committee as a non-board volunteer seat. Carried• CYC manager issues. 4 managers in 15 months. Interim manager for now. Has meant more work for ASA explaining over again the ASA/Sail Canada connection• MS sent message about Canadian Optis. The message thanked ASA for how much bonding had occurred at the Opti level	
President report. <ul style="list-style-type: none">• Provincials. All organised so far. Keel boats to have awards on Sunday night• Website Update. MS• Newsletter. Most complaints is about comm. Issues.MS• Instagram and Facebook. MS	

Admin report

- **Friday file. Keeps the board informed**

Secretary report

- **Email response protocol. Is it working? For now it seems to be. SM says to stay focused on the issue and not mix multiple issues.**
- **Letter to B.Gray not acknowledged. Next steps SM will have a conversation with him by August end**
- **Letter by B.Brand to board. Next steps. Recap of the letter. Discussion ensued. SM mentioned things are often left last minute. It was communicated to Andrew and Brianna at least 5 weeks prior about our policy. Motion. To pay the BB bill in the amount of 50% as an act of good faith. KD/JC Carried 4-1. KD will communicate the motion.**
- **Letter by M.Sullivan about CYC assets. Next steps. BD shared apology letter. KD to share with CYC what happened. Maybe clubs could consider a card that shows the ASA coach that a club has given permission to load a boat**
- **Letter by L.Sullivan, re: resignation. Next steps. LS has agreed to transition the new treasurer. PPax to take on treasurer, SM to be secretary [Realized that Motions were not made – they were subsequently done via email and posted in the October 2023 Meeting minutes]**

Treasurer report

- **Stripe and AR issues. MS to meet with Kathy**
- **Kathy to meet Joanne for an accounting meeting**
- **AP outstanding. HM has some of the bills. PP will contact HM**
- **Creation of capital reserve/Budget /Capital plan. LS made presentation. Motion LS/ PP. To set up reserve account split 50/50 Cashable and Fixed. Carried**
- **Endorsement of expense policy. Have we done this? Tabled**
- **KS to be looped into approval process.**
- **Casino distribution. LS will deal with ASAP with forms to be signed**
- **ASA credit card. Motion. LS/SM To approve an ASA Credit card with \$5000 limit. Carried**
- **Insurance province wide. Board generally in favour and LS will be back to us on next steps**

Communications report

- **Comm. volunteer will be MS**

Sailing and racing report from Head Coach

- **BD gave report on Opti clinic. He feels the handling has got way better. Opti national underway and athletes are really well prepared. Generally there is comm. breakdowns. Learn to sail is not working that**
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well. We should have 100 Optis right now. With a bottom up approach we need a handbook to help clubs and parents understand what is possible. Mostly people don't know what they want. ASA should be helping them with this. It was agreed that a half day planning session would be very helpful. This will be scheduled for the Fall

- 2024, Braedyn has agreed he wants to be back
- B.Denney certification. All done
- SG/PPax to report back on 2024 contract negotiations with BD

Equipment report.

- Container? Tabled
- ELMO JC cleaned it up and it's like new
- BD has a wish list

Youth Report

PP said she will email all the commodores for a youth contact

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- **Other Business:**
 - BD to get AB Driver's License
 - **In Camera if needed.**

Next Meeting date: Sept 19th 6pm

Terminate at 9.48pm by SM

A. Accountability Review: Action register