

ASA BOD Meeting Minutes April 15, 2026

Chair: SG

Invitees: PPax, PP, SG, JC, SGD, TF

Guest:

Staff: KS

Location: Via Zoom

Topic	Time
Call to order Quorum reached? Conflict of interest statement.	18:04
Approve agenda: Phil/Tawny Carried	
Adopt previous minutes: March 31, 2026 tabled to next meeting April 3, 2026 tabled to next meeting April 9, 2026 tabled to next meeting	
Board Opportunities and Issues <ul style="list-style-type: none">• Spring Training Camps<ul style="list-style-type: none">○ registration updates to determine how many coaches we will need to hire.• Safe Sport Adoption<ul style="list-style-type: none">○ Kathy previously forwarded the board's questions to ASLA, and Stacey sent those responses to Kate (former Sail Canada President), who thought everything looked satisfactory.○ The next intake is April 27, and Kathy will find out what the following onboarding date is.○ Sail Canada cannot help us financially, and if something occurs outside Alberta, we still need the Sail Canada Safe Sport policies, and Sail Canada is aware of the Alberta program.○ We will need to communicate with all of the clubs/schools.○ There was a question about gender declaration which should not be a problem in Alberta, according to legislation. If there is a reported incident, we are not involved, it will be reported to ASLA and they will investigate and determine what actions will be taken. If something is reported that should be addressed by ASA, it will be forwarded to us for resolution.	

Motion to adopt Alberta Safe Sport Complaint Mechanism:

Phil/Paula Carried

President's Report

- **LF reply letter and wage adjustment, LF availability to date**
 - Stacey has not received a reply to the board's letter from the LFs yet.
 - Kathy explained which instructor clinics are still not fully booked: there are two weekends at EYC, the 3-4 Clinic at GSS, and four days at Cold Lake.
 - Sophie told Kathy that we need to give 2 weeks notice if we are going to cancel anything.
- **Sophie's proposal and employment**
 - Sophie sent out a message on April 15th as a reminder that April 16th would be her last day.
 - Kathy will meet with Sophie and collect the credit card, radios, and anything else that belongs to ASA.
 - Sophie clarified her thoughts when she met with Stephen and Paula, the board did give the LFs a raise and Stephen and Paula shared Sophie's concerns with the board
- Cameron Sullivan has expressed interest in working as an assistant and general helper for the summer.
 - Phil will contact him and offer 20 to 40 hours per week, and we have applied for a Canada Summer Jobs grant.
- **Judges** : Stacey is finding it difficult to find anyone but will keep trying.
- **Advertise Board of Directors Vacancy**
 - The ASA board needs another director and should start working on a succession plan.
 - Time to start advertising to clubs, on the website and in the newsletter.

Admin Report

- Report attached
 - The newly formed Cold Lake Sailing School has an instructor course booked in May so that their instructors can certify or recertify before their season starts.
 - Kathy will monitor the coach inbox, and work on changing access. There was a discussion about the training camps.
 - Need to hire certified coaches for the two camps, and ASA will pay them as in past years. Kathy will monitor the registrations. It was suggested that ASA bring someone in as a special coach for the camps.
 - Kathy will notify the clubs and schools on Friday that Sophie has resigned.
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Secretary's Report

- Paula discussed questions she was asked by GSC about privacy and the need for ASA to collect information.

Treasurer's Report

- Invoices are up to date. Phil will send financials out shortly. ASA is in good financial shape right now.
- The next casino will be held in the second quarter of 2027.

Communications Report

- Kathy asked for some help with Instagram
- Tawny offered assistance and Stacey will give her the password so she can keep Instagram updated and post what will be of interest. Kathy will forward items to Tawny as she receives them.

Provincial Coach Report

- Training camp registration is live on the website but has not been advertised yet.
- Kathy and Sophie plan to work on the newsletter on April 16th, 2026.

Equipment Report

- John is having Elmo certified for use at Glenmore Reservoir. The truck has been registered. Kathy will restart the insurance on the truck and trailers. John will deliver Elmo to GSS for the instructor clinics on or before on May 1.
 - John has not found another trailer and wanted to confirm whether we need one or not. Grover is on the big trailer, Snuffy is on Grover's trailer, and Elmo is on Elmo's trailer.
 - Should John still look for a trailer? New is easy, harder to find used. He found a new one for \$9000.00. We can make do with what we have but it would be safer to have a new trailer at this time. The board previously approved \$10,000.00 for a trailer; John will keep looking.
 - Stephen has been researching trackers and discussed what he had learned.
 - One idea would be to try them on different fleets throughout a regatta and collect the feedback. We could try using more for use on multiple fleets.
 - We will need to put trackers on the pins/buoys, at least up/downwind and gates if used.
 - Stephen received quotes for 25 and 50, we would pay by the unit.
 - Another feature would be the ability to watch races on a screen in a clubhouse.
 - Need someone that knows how to run the program.
 - Internet is required or a stable Wi-Fi connection.
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- The benefits are watching a race live, and later coaches can replay it as a teaching tool.
 - Stephen will look into what is needed for internet/cell coverage.
 - Stephen will also look for more information before a decision is made, but there is definite interest.

Youth Report

- Need to communicate with clubs and schools immediately about the coaching situation and training camps.

Other Business

In Camera if needed.

Next Meeting date: May 4, 2026 at 18:00

- **Terminate at: 20:29 Moved by John**
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