

SPORT ALBERTA (AMATEUR)

MINUTES

April 24, 2006

Via Conference Call

12:00 p.m.

In attendance: Scott Hayes, Vice Chair
Susan Bulmer, Secretary
Wayne Meadows, Director
Scott Robinson, Director
Don Wilson, Director
Margaret Phelan, Director
Gary Shelton, Director

Regrets: Dale Henwood
John Jacobson
David Legg
Peter Wong
Donna Hateley

Recorder: Susan Bulmer

1. **Welcome** **Scott Hayes**

2. **Call to Order** **Scott Hayes**

The meeting was called to order at 12:05 p.m.

3. **Additions & Changes to the Agenda** **Scott Hayes**

Under 6.3 Governance, add Committee Terms of Reference.

4. **Approval of the January 23, 2006 Minutes and
March 8, 2006 New Board of Directors Minutes** **Scott Hayes**

MOTION: That the January 23, 2006 Minutes are approved as presented.

Moved By: Wayne Meadows

Seconded By: Don Wilson

CARRIED

MOTION: That the March 8, 2006 Board of Directors Minutes are approved as presented.

Moved By: Gary Shelton

Seconded By: Scott Robinson

CARRIED

5. **Business Arising**

Scott Hayes

5.1 Meeting Schedule (2006)

The Board of Directors reviewed the meeting schedule as presented at the new Board of Directors meeting. It was noted that not all Board Members would be able to make the face to face planning meeting in June on the day indicated and it was agreed to look to another alternative day in June for that meeting.

5.2 Draft Budget

The Board of Directors reviewed the draft budget prepared for the meeting. It was discussed that the budget had been prepared based on the full CIP Grant that had been applied for being received by Sport Alberta. Information on the status of the CIP Grant application to the Alberta Lottery Fund was provided to the Board of Directors. The Board of Directors agreed that this draft budget was a good starting point and final adjustments will be made and the budget approved for 2006 once the amount of the CIP Grant funding is confirmed by the Alberta Lottery Fund.

5.3 Per Diem Rate for Board Members

The Board of Directors reviewed the draft per diem rates for Board Members that had previously been provided for review. It was agreed that the per diem rates were reasonable and would enable Board Members to claim per diem rates from Sport Alberta where expenses are not reimbursed elsewhere.

MOTION: That the per diem rates as previously presented are approved and such per diem rates shall be reviewed on an ongoing basis.

Moved By: Gary Shelton

Seconded By: Wayne Meadows

CARRIED

5.4 Other Business Arising

There was no other business arising.

6. **Reports**

Scott Hayes

6.1 Communications – Update – David Legg

It was reported on behalf of David Legg that information respecting Sport Alberta was getting out and the web site had received approximately 4,000 hits to date.

The request at the Annual General Meeting to canvass the membership on priorities for Sport Alberta was also discussed. It was agreed that it was important to listen to the membership while also realizing that Sport Alberta cannot be everything to everybody. While considering the membership, the Board of Directors also had to look to the strengths of Sport Alberta and where it needs to be strategically.

6.2 Membership – Update – Gary Shelton/Susan Bulmer

The Board of Directors discussed where Sport Alberta now stood in terms of individual and group memberships and what strategy needed to be in place to not only increase the membership base

but to also keep current members. Sport Alberta had to promote its value to the current membership and potential new members. For that purpose it was agreed that a one - page statement of accomplishments would be prepared that would be sent out to current members, together with membership renewal information, promoting the value of being a member of Sport Alberta.

There was also discussion on streamlining the online registration process and a date when this might be accomplished.

6.3 Governance

Scott Hayes advised the Board of Directors that as the Governance Document was approved there was a need to formalize Terms of Reference for the various committees currently in place. The committees needed clear direction on their mandate and focus. There was discussion to have the required committee Terms of Reference ready for the Planning Meeting in June. Action Scott Hayes

6.4 Finance

MOTION: That the March 31, 2006 Financial Statements are approved as presented.
Moved By: Scott Robinson
Seconded By: Don Wilson
CARRIED

7. Action Items **Scott Hayes**

None other than as previously identified.

8. Other Business **Scott Hayes**

8.1 Government Themes for Sport Alberta

The Board of Directors was advised that Dale Henwood and Scott Robinson had a meeting recently with representatives from the provincial sport funding body. It was represented to them that the government was strengthening its position on Regional Training Centres and it was anticipated that more funding would be injected into those centre projects. The meeting was advised of other areas identified by the government where funding would be provided for program development.

It was discussed and agreed that at the June Planning Session a plan needed to be put in place for Sport Alberta to get the mandate to speak for sport in Alberta so that the government will listen to the organization. There has to be substance to what Sport Alberta has already done for sport and what it continues to do for sport in Alberta.

8.2 Grant Applications on behalf of Sport Alberta

Specifics of the CIP Grant application to the Alberta Lottery Fund were provided to the Board of Directors under Agenda Item 5.2.

8.3 Other Issues Facing Sport/Collection of Information

Discussed under Agenda Item 6.1.

9. Correspondence **Scott Hayes**

There was no correspondence for discussion.

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10. Next Meeting

The next Board of Directors meeting, which will be a face to face meeting and a Planning Session is scheduled for Thursday, June 22, 2006, in Red Deer.

11. Adjournment

The meeting was adjourned at 1:00 p.m.