

SPORT ALBERTA (AMATEUR)

MINUTES

September 18, 2006

Via Conference Call

12:00 p.m.

In attendance: Dale Henwood, Chair
Scott Hayes, Vice Chair
Susan Bulmer, Secretary
Scott Robinson, Director
Don Wilson, Director
Gary Shelton, Director
John Jacobson, Director
David Legg, Director
Peter Wong, Director

Regrets: Margaret Phelan, Director
Wayne Meadows

Recorder: Susan Bulmer

1. **Welcome** Dale Henwood

2. **Call to Order** Dale Henwood

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

3. **Additions & Changes to the Agenda** Dale Henwood

Under 3.1 add Directors Without Membership. This item is to be dealt with prior to proceeding further with the meeting.

The meeting was advised that some Sport Alberta Directors had not paid membership fees for 2006/2007. Although not specified in the Bylaws, Directors are encouraged to have a paid membership as an elected member of the Board of Directors.

It was discussed that the Bylaws will be changed to mandate that elected Directors have a paid membership with Sport Alberta in order to actively serve as a member of the Board. It was also discussed and agreed that upon election each Director of Sport Alberta would sign a Board Member Agreement respecting their responsibilities that would include payment of the annual membership fee.

Those Directors who had still not paid their 2006/2007 membership indicated that such payment would be sent forthwith.

4. **Approval of the April 24, 2006 Minutes** Dale Henwood

MOTION: That the April 24, 2006 Minutes are approved as presented.
Moved By: Scott Hayes
Seconded By: Don Wilson
CARRIED

5. **Business Arising** Dale Henwood

5.1 Revised Draft Budget

The Board of Directors reviewed the revised draft Budget prepared for the meeting following approval and receipt of CIP grant funding from the Alberta Lottery Fund in the amount of \$50,000.00.

There was discussion as to how to deal with the inkind contribution of volunteer time in the budget. Further, expenses relating to the Program Director, being the project funded by the Alberta Lottery Fund CIP grant, will be dealt with under Agenda Item 8.3.

MOTION: That the revised Budget be approved as presented.
Moved By: Scott Robinson
Seconded By: Scott Hayes
CARRIED

6. **Reports** Dale Henwood

6.1 Communications – Update – David Legg

It was reported by David Legg that since the Planning Session further communication plans were on hold until it was decided what to do with the Regional Sport Centres proposal. It was further reported that the Sport Alberta power point presentation had been updated.

6.2 Membership – Update – Gary Shelton/Susan Bulmer

The Board of Directors reviewed the current membership list indicating that Sport Alberta had 23 paid individual, group, and associate members.

It was discussed, from a membership strategy point of view, that it was important to keep sending out a membership reminder notice to members and non-members emphasizing the benefits of membership and plans in place, such as the Program Director position.

For the purpose of attracting more members, Dale Henwood indicated that he would send out the benefits of membership information and membership application forms to members and non-members following the meeting.

6.3 Finance

MOTION: That the August 31, 2006 Financial Statements are approved as presented.
Moved By: Susan Bulmer
Seconded By: Gary Shelton
CARRIED

7. **Action Items**

Dale Henwood

None other than as previously identified.

8. **Other Business**

Scott Hayes

- 8.1 Website Feedback
Regional Sport Centres Paper
Critical Issues Facing Your Organization

The Board of Directors discussed the website feedback, which was minimal, received in answer to the questions posed to members and non-members respecting Regional Sport Centres and what were the critical issues being faced by sport organizations. The critical issues facing organizations included facilities, coaching and funding. There was very little response to the matter of Regional Sport Centres.

It was emphasized by the Board of Directors that when the benefits of membership information is sent out to members and non-members, and this information should be sent out as soon as possible, that members and non-members will be encouraged to go to the website and provide feedback as requested.

- 8.2 Regional Sport Centres – ASRPWF Intended Direction

Specifics of the announced plans in place by the ASRPWF to establish Regional Sport Centres and the direction of the province of Alberta to move in this direction were discussed.

- 8.3 CIP Grant and Sport Alberta Program Director Position

The Board of Directors reviewed the Program Director concept and job description. There was discussion as to what employment benefits would be included in a contract of employment, the salary to be paid for this part-time position and where the position would be located. In addition, the Board of Directors discussed where the focus of the Program Director would be and it was agreed that the focus would be to build the foundations of Sport Alberta as defined. Where the Program Director is to be located would depend on who is hired for the position.

The Executive Committee was instructed by the Board of Directors to continue to develop the job description and role of the Program Director for Sport Alberta and the following motion was passed to confirm this directive:

MOTION: That the Executive Committee is authorized to continue to define the position of Sport Alberta and report back to the Board of Directors.

Moved By: Scott Robinson

Seconded By: David Legg

CARRIED

- 8.4 Advocacy Efforts

The document prepared by Dale Henwood identifying suggested areas for advocacy by Sport Alberta and circulated to the Board of Directors for review and discussion was discussed.

The Board of Directors was asked to provide all comments and suggestions respecting the document to Dale Henwood by November 1, 2006.

9. Next Meeting

The next Board of Directors meeting is scheduled via conference call for 12:00 p.m. on Tuesday, November 14, 2006.

The Sport Alberta AGM is scheduled to be held from 7:00 p.m. – 9:00 p.m. at Percy Page Centre in Edmonton on Monday, February 5, 2007.

10. Adjournment

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