

# Yobukan Karate Club Parents Association

## General Meeting – February 8, 2017

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Board Members Present: Stephen Hague (Chair), Tracey Lewyk, and Colleen Duiker

16 members present

Meeting opened at 6:35 PM.

No additions to the agenda. Agenda was accepted by Kris Locken.

Minutes of the Annual General Meeting were accepted by Kris Locken.

### Soke Cup Update:

The date for the Soke Cup is August 11, 2017 in Japan. Members should talk to Sensei or Jenny if interested in being on the team. Funding will be available. Additional training for team members will be taking place on weekends.

### Fundraising Updates/Opportunities:

- a. November 26 Christmas Dinner: We made a net profit of \$4,728. Income from the silent auction was lower this year than last year. Due to the lead time many of our donors require, Steve will prepare a letter of solicitation for next year's silent auction items as soon as possible for distribution by our members.
- b. Club T-Shirts: Black and white are the color options. We have samples of all sizes in black. The samples will be displayed along with order forms throughout the month of February. Cutoff date for T-Shirt orders will be March 1. The shirts should arrive mid-March.
- c. Bottle Drives: The date for the Gibbons bottle drive is Saturday, March 11. We are planning to do bottle drives in Bon Accord and Redwater later in the year.
- d. April 29 Gibbons Community League Lobster Dinner: This is a fundraiser being put on by multiple sport organizations in Gibbons. Profits will be split among the organizations depending on the number of volunteers they provide. We are filling three of the 18 volunteer positions. Steve is attending the Community League meetings.
- e. May 6 Highway Cleanup: Rainout date will be May 13. We will be doing the same section of highway we did last year (the first 31 km of Highway 63 north of Redwater). Like last year, we will be sharing this section of Highway with Gibbons Soccer. Minimum age for volunteers is 9, and all volunteers must watch a safety video.

Administrative:

- a. Vacant positions: The positions of Secretary and Fundraising Chair are currently vacant. Kris Locken offered his help to anyone who takes on the role of Fundraising Chair. Terri Creusot volunteered to take on the position of Secretary. Motion by Jenny Rybie to accept Terri as Secretary, seconded by Steve Duiker. Carried.

- b. Bylaw amendment. Change section 5C from:

*The members of the Board shall sign all cheques drawn on the funds of the Association. Two signatures are required on all cheques.*

to:

*The President, Vice-President, and Treasurer shall sign all cheques drawn on the funds of the Association. Two signatures are required on all cheques.*

Motion by Terri Creusot to accept the bylaw amendment, seconded by Kris Locken. Carried.

- c. Treasurer's report: See attached cash flow. As was approved at the Annual General Meeting: 40% of proceeds will be allocated to the Soke Cup fund; 40% to our volunteers, for karate related expenses; and 20% to the Association as working capital.
- d. Distribution of funds: The 40% of proceeds owed to volunteers, currently amounts to \$2186. A lengthy discussion ensued on how to distribute these funds fairly:
- i. We should divide the funds on a semester-by-semester basis rather than on an event-by-event basis.
  - ii. We know who has volunteered for which events, but we have not been keeping track of volunteer hours (though this could change if necessary).
  - iii. We should divide funds by individual volunteer rather than by family.
  - iv. Funds must be used for karate related expenses: tournament fees, tournament travel expenses, clinics, equipment (gis, mouth guards, pads), etc. But (at present) not for registration fees.
  - v. The board will set a deadline for reimbursement towards the end of the year. After the deadline has passed, unused money will be transferred to the Soke Cup fund.
  - vi. Members will be required to present receipts in order to be reimbursed. Jenny Rybie will provide details about tournaments and gis to the board.

Steve will prepare a document based on the above points to be presented at the next General Meeting.

- e. Class for Family Day Monday (February 20): Parents are invited to participate with their kids.

Next meeting: TBD.

Meeting adjourned at 7:15 PM.

Our thanks to Christa Hague for recording the minutes at this meeting.