

Yobukan Karate Club Parents Association
Annual General Meeting
October 12, 2016

Chair: Steven Hague

Recorder: Kristen Bentz

Attendance: 15 members

Sign-in sheet distributed and maintained.

Meeting brought to order at 6:40 pm

2. Approval of Agenda

A. Motion to accept the agenda with no changes- seconded and carried

3. Approval of Minutes from Last Meeting

A. Motion to accept the minutes from the April 6, 2016 Special Meeting- seconded and carried

4. Explanation of the Purpose of the Association

A. No new Members present at this meeting; all Members are familiar with the Association Mission Statement and Objectives

5. Soke Cup Update

A. Senpai Jenny: Japan is still experiencing after-shocks from the earthquake, no new building/ rebuilding has been able to occur

B. Still planning on 2017 but nothing confirmed as yet

6. Election of Officers

A. President

Steve Hague to stand for re-election; no further nominations.

Motion to cease nominations and appoint Steve as President seconded and carried.

B. Vice President

Denean Hicks stepping down

Tracey Llewyt nominated; no further nominations.

Motion to cease nominations and appoint Tracey as Vice President seconded and carried.

C. Treasurer

Colleen Duiker to stand for re-election; no further nominations.

Motion to cease nominations and appoint Colleen as Treasurer seconded and carried

D. Secretary

Kristen Bentz stepping down

No nominations. Position will be temporarily vacant.

E. Fundraising Chair

New position; no nominations. Position will be temporarily vacant.

Steve to follow up with people who may be interested in these two vacant positions- the Membership will ratify the appointment of new Officers at the next special meeting.

7. Added Agenda Item

- A. Steve is currently working with Kris on a section for the Parents Association on the Yobukan website: www.yobukankarate.com
Coming soon!

8. Appointment of Auditors for 2015/2016

- A. Stephen Clarke and Barry Maher have volunteered to complete an audit for the YKCPA 2015-2016 year. Motion to appoint these auditors seconded and carried.
Action Item: Stephen, Barry, and Colleen to set a time to complete the audit

9. Approval of 2016/2017 Budget

- A. Please refer to the attached document
Split all fundraising three ways as per percentages in 'notes'
- B. Action items for the Officers
 - i. Register with Town of Gibbons (Redwater, Bon accord?) for grant opportunities through community league meetings
 - ii. Volunteer disbursements- Clarity on end dates for reimbursement, what reimbursement can go towards
 - iii. Holding onto volunteer disbursements long term- what does this look like?
- C. Motion to approve the budget seconded and carried

10. Fundraising Opportunities

- A. Bottle Drive
 - i. Ideally three throughout the year- Officers to discuss date and bring to the Membership
- B. Tournament concession- November 5th, 9am to 3 pm
 - i. Volunteers needed for both the tournament and concession
- C. Christmas Market- November 19th
 - i. Gift wrapping items bought at the market
 - ii. Tracey and Terri have wrapping paper
 - iii. Action Item: will need to book a table soon
- D. Christmas Dinner- November 26th
 - i. volunteers for ticket sales, silent auction donations
 - ii. Sensei Jenny will ask a photographer for Sensei Santa photos
 - iii. Katrina will not be available on day but will be for planning
Stephen to ask a chef-friend
 - iv. Steve will promote the dinner at Bon Accord and Redwater
 - vi. Suggestion to make it a dinner and dance (Chad has a DJ friend)
- E. Tracey – Booster Campaign
 - i. 30 day t-shirt campaigns
 - ii. Pros: Cancel orders if minimum sold is not met – no cost to club
Design our own shirts, do not have to collect money or distribute product
 - iii. Cons: US Funds, how much interest is there from the dojo (participation)
 - iv. Offer T-shirt costs as an avenue of volunteer disbursement of funds?

v. Action Item: Officers will pursue with Tracey and Chad who has presented alternative options

11. Adjournment at 750 pm