



Judo BC Board of Directors November 26th, 2011 Meeting Summary

In attendance

- ✓ Sandy Kent, President
- ✓ Al Hadvick, 1st Vice-President
- ✓ Diane St-Denis, Executive Director
- ✓ Seiko Ouchi, Referee Committee Chair
- ✓ Bruce Fingarson, Treasurer & Coaching Development Committee Chair
- ✓ Bruce Kamstra, Provincial Coach
- ✓ Art Nishi, Grading & Kata Board Chair
- ✓ James Chevrette, BC Winter Games Advisor
- ✓ Sandra Hewson, 2nd Vice-President
- ✓ Sean Hall, Secretary

Regrets

- ✓ Aline Strasdin, Technical Committee Chair

1. Opening Remarks

- Will tour the oval. Site for 2013.
- Good discussion, stay on point.

2. Approval of Rules of Order **Approved Bruce/Al**

CARRIED

3. Approval of Agenda

Move by B. Fingarson / A. Hadvick to add the following items to the agenda

CARRIED

- 1. Oval tour
- 8. a) ii Judo Canada Women's Clinic
- 8. c) Sport BC President's Award
- 8 d) BCWG Core Sport Application
- 8 e) Coaching Seminar/Retreat

4. Approval of the Minutes

Moved by S. Hewson / A. Hadvick to approved the September 11, 2011 Meeting as circulated with the following corrections – page 2 remove the word "passport" from item 10 d).

CARRIED

Moved by B. Fingarson / A. Hadvick to approve the following meeting summaries.

- September 27th Email Vote
- September 30th Email Vote
- October 19th Email Vote
- November 3rd Email Vote

CARRIED

5. Receipt of Reports & Minutes

- a) Judo Canada
 - 3 main focuses at the moment are:
 - 1. Membership database

2. Hosting of PanAm in Montreal in April 2012.
3. Strategic Planning for 2013-17 quadrennial

Board requested that the following items be raised at the next Judo Canada Board Meeting.

1. Judo BC is concerned with the lack of leadership being provided by Judo Canada in completing and implementing their national database system. Judo BC would like a definitive answer from Judo Canada on the following points:
 - a) Timeline for implementation; and
 - b) Assurances that the database will ensure all data required by Judo BC will be collected by the system.
 - c) If (b) is not deliverable, assurances that Judo BC can proceed with the development of its own database with an eye on providing to Judo Canada the required membership data in a csv file which can be uploaded into their eventual system.
 2. Judo BC is concerned that a loss in funding by Judo Canada following the 2012 Olympic Games may result in an increase in membership's fees. Judo BC requests that a careful analysis be taken by Judo Canada prior to institution any additional costs to the provinces which may have a negative effect on membership growth with the provinces.
- b) Technical Committee
- i. Minutes of their September 18th – Appendix A
- c) Referee Committee
- i. The following committee members were submitted for approval:
Member: Ron Kuramoto
Member: Les Kotani
Advisor: Jim Kojima
Advisor: Y (Lanky) Inouye.
 - ii. Verbal report with supporting document provided at the meeting (Appendix B). The committee has developed a 2011-12 Referee Evaluations schedule which lists all planned evaluation tournaments. The committee has also developed a summary of the Judo Canada Tournament Policy Standards for each reference. The final documents will be circulated to all the tournament directors and posted to the website.
- Action: Referee Chair to send final version of Judo BC – Summary of Judo Canada Tournament Policy Standards to the Office.**
Executive Director to post to web and circulate to all tournament directors.
- iii. The committee confirmed that the new IJF rule regarding the function of the coach during a match will apply to the U15 and higher division only in BC.
 - iv. National evaluations will be conducted during the 2012 Pacific International. A \$75 fee will be charged to all out of province official being evaluated.
- d) Grading & Kata Board
- i. Written report submitted at the meeting (Appendix D). Chair reported having no clubs interested in hosting a coaching/referee/grading clinic.

Action: Board members are asked to seek out possible host for a coaching/referee/grading clinic.

- i. The following committee members were submitted for approval:
 - Vice Chair: Shuji Tabata
 - Member: Jim Kojima
 - Member: Isao Kuramoto
 - Member: Mickey Fitzgerald
 - Member: Dave Speight
- ii. Discussion regarding the need for Regional Examining Boards as all examinations is currently being conducted by the Grading & Kata Board.

Action: The Grading & Kata Board Chair to review with the committee and bring forward a recommendation for the next season.
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- b) Coaching Development
 - i. Written report submitted at the meeting (Appendix D).
 - ii. Currently working on an in-house database to track certification and points while we wait for the CAC to implement the new database.
 - iii. Discussion regarding the possibility of hosting a morning or afternoon MED workshops. Goal would be to invite all coaches who required the MED to attend and work together on getting this task completed.
 - iv. Judo BC has secured \$2,000 in funding to help with facilitator training. See report for details on learning facilitator development.
- c) BC Winter Games Committee Chair
 - i. On target to meet coaching and officiating requirements
 - ii. Club support has been good with regards to athlete identification. Concerned about the lower mainland. Will have a better idea once the trials are completed. Chair is confident we will meet our participation requirements.
 - iii. Discussion about possibly eliminating a weight division in the next games to the low number of participating in this division. Chair to speak with wrestling about their challenges with lightweights.
 - iv. Working on identify 2 referee for certification.
 - v. Abby Lloyd and Ashley Bartlett will be the 2 female coaching apprentices for the games.
 - vi. Hosting a coaching seminar and technical session following the games. Details are forthcoming.
 - vii. Discussion about possible financial support for need based participants.

Move by S. Kent/B. Fingarson to support the concept of offering subsidies to a limited number of need based participants per zone. Zone representatives are to identify these athletes to the BCWG Advisor. The Advisor is to provide by the end of December a proposal to the Board for an email vote.

CARRIED

- d) Head Coach & Judo Canada Regional Coach
 - i. Verbal report
 - ii. Fall camp was successful.
 - iii. Good results are the Quebec Open and Ontario Open
 - iv. LTADM session conducted in Vernon and Prince George.
 - v. Peter Gardner Clinic in Halifax – Exceptional experience and recommend BC look to hosting a similar activity in the fall of 2012.

Move by S. Hall/A. Hadvick to confirm committee members for the Grading & Kata Board and the Referee Committee, and to accept all report. **CARRIED**

6. Financial Report

- e) 2nd Quarter Compliance Certificate was circulated as part of the pre-meeting package.
- f) CRA
 - Invoiced \$1,575.49 for HST owing (plus interest) based on the audit completed for 10-1-2010 to 12-31-2010 and 01-01-2011 to 03-31-2011.
 - We are now tracking HST collections on all NCCP courses and referee clinics for quarterly remittance to the government.
 - We have filed an application for GST/HST public service bodies' rebate for the following last four quarters total \$9,219.61. As rebates should not be applied as revenue for the fiscal year, we recommend that any rebates received by Judo BC be deposited into the contingency fund.
 - Although successful with our rebate applications, we cannot collect the funds as we are apparently not compliant with CRA regulations. Apparently we have no file any corporate income tax report since 1964. Our accountants believe there may be some confusion within the CRA. We have filed the appropriate paper to give Loren, Nancke and Company the authority to deal directly with the CRA on our behalf on this item. We expect an update in the next few weeks.
- g) Online Registration and Credit Card Payment
 - Met with Patrick Esparbes of Judo Quebec to discuss. We are currently working on duplicating the Judo Quebec system which allows members to register on-line and pay with their credit card via PayPal.
- h) Auditor Search Update

Further to our last meeting, the Executive Director sent out a request for proposal. The board reviewed the 4 proposal received by the deadline:

 - EPR Coquitlam
 - Reid Hurst Nagy Inc.
 - Wolridge Mahon Chartered Accountants
 - D & H Group.

After discussion and deliberation, the board directed the ED to secure EPR Coquitlam for the March 2012 Audit.
- i) Search for other banking institutions.

To be discussed at the next meeting.
- j) Surrey Judo Club

Outstanding debt of \$200 has been remitted as well as \$100 for the current season. The club must now complete the 2011-12 club registration forms in order to regain their member in good standing status.
- k) Year End Budget Projections

- i. We need every chair to review their line items in the budget and flag any concerns with regards to the yearend projections so that we may take immediate remedial action.
- ii. Membership. Our figures currently show an overall decrease of in registration of 22.8 %. However, we have three clubs who have yet to submit their registrations – Nakashima, Surrey and Cranbrook.
*2010 figures as of Nov 25th were \$104,445 in membership registrations.
- iii. Currently projecting a deficit. However, we have funds in the membership committee area which have yet to be earmarked for a specific project. These will remain “unallocated” until such time as we feel confident that we have an accurate projection from each program area AND have received confirmation of our Hosting BC Funding Allocation as we have made commitments to the Steveston Judo Club to assist them in securing funding for enhancement we are making to the Pacific International.

Moved by B. Fingarson/S. Hewson to receive the financial report.

CARRIED

7. Business Arising from last meeting (Board and AGM)

- a) Assign someone to conduct a site visit of the Pacific Judo Academy as their probation is scheduled to end on March 11, 2011

Action: B. Fingarson to set-up site visit with Pacific Judo Academy and report back at next meeting.
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- b) Report on Gordon Head Judo Club site visit
 - i. Al Hadvick conducted a site visit. Facility meets minimum requirements although not using real tatamis. No concern with instruction.

Move by A. Hadvick/B. Fingarson to approve the Gordon Head Judo Club for full membership.

CARRIED

- c) BC Winter Games
 - i. Identify for the fall Board Meeting any assistance the BCWG Advisor or Sport Chair may need to fulfill registration and compliance work/reporting. DONE
 - ii. Ensure each zone as the certified coaching staff for Games DONE
 - iii. Working with those zones who will be fielding a full team, identify “coach in training” candidate. DONE
 - iv. Work with referee committee to identify referees who are in the development stream and can assist us in meeting future reporting criteria. IN PROGRESS
- d) Refereeing Chair
 - i. Provide the office with a complete list of certified BC officials (name, club and level is required). DONE
- e) Head Coach
 - i. Develop a long term plan for the preparation of the 2015 CWG team. The plan is to outline the support, financial and other items required to field the best possible team.
 - See page 34 for letter for BC Games Society regarding growth targets for 2015.

- ii. Develop annual training program which club coaches can implement to assist in the development of our competitive stream members (all level of competitors). DONE

- iii. Work on facilitating regional training sessions.

SCHEDULE CREATED FOR LOWER MAINLAND

f) President

- i. Secure 2013 Nationals – prepare an unsolicited bid based on the packages from previous years. IN PROGRESS

- ii. Continue working with Judo Canada on the new member registration system. IN PROGRESS

- iii. Continue advocating for a new membership category to address the registration of members who are not Canadian Citizens or permanent residents. IN PROGRESS

- iv. Continue working with the Steveston Judo Club on a cooperative strategy to build a larger and stronger tournament. Judo BC needs to assist them in finding other sources of funding to support visiting teams as Judo BC funds are limited at this time. IN PROGRESS

- v. Give feedback to Judo Canada on the participation of young and white belt Judoka in tournaments. DONE

- g) Next Strategic Plan (need to start in 2012-13 as our finishes in 2014)
The ED provided the Board with a sample strategic planning process outline.

Action: Board members to provide feedback to the President regarding the process Judo BC should following 2012-13 to complete their new strategic plan

h) Concussion

- i. Board received copy of the new Concussion in Youth Sport Safety Bill (Appendix E)
- ii. Contact the Sport Medicine Council of BC regarding the possibility of working together on an education strategy for judo much as they are doing with other sports like soccer. Awaiting update from them prior to contact Dr. Cleland to secure his participation.
- iii. Copy of SCAT2 assessment tool will be posted as a resource on the website.
- iv. Suggested that a summary of the medical requirement for tournament be added to the tournament sanction package.

- i) Membership Committee Chair
Deferred to next meeting

- j) Discipline & Harassment Committee
Deferred to next meeting

8. New Business

- a) i. Women's Leadership Conference Proposal (Appendix F)

Proposal has been placed on hold until 2012-13. Date and format to be discussed at a future meeting.

ii. Judo Canada Women's Clinic (Appendix G)

Action: Sandra Hewson to lead the submission of a proposal to Judo Canada to have a clinic following the Junior Provincial Championship in March.

b) 2012-13 Budget

i) Worksheets (Appendix H)

President reviewed the worksheets which will be used to develop the 2012-13 budget.

Action: Each Committee Chair, the head coach and president to submit their financial information (revenue and expenditures) for 2012-13 by January 6, 2012 to the office.

ii) Coordinated calendar (Appendix I)

Action: Each board member and committee chair to review the calendar and provide any additions, deletion or modification to by the end of December.

c) Sport BC President's Award

Moved by S. Hewson / B. Fingarson to nominate R. Kuramoto for the Sport BC President's Award.

d) BC Winter Games Core Sport Applications

- i. Judo does not have to apply but must meet the agreed upon target to be removed from probationary status.
- ii. We may consider applying for summer games status in the future as judo is a summer sport with regards to the Western Canada Games and Olympics.

e) Coaches Seminar/Retreat

- i. Board agreed in principal with the concept of hosting seminar similar to the Peter Gardiner event this past October in Nova Scotia.
- ii. Proposed location is Whistler. Friday evening start, ending Sunday afternoon. Sept/Oct 2012 timeframe. Package accommodations and meals. Need Ballroom for 2 competition surfaces and one meeting space similar to our AGM set-up. Looking for 100 participants.

Action: The Executive Director to start working on logistics while the Head Coach consults with Judo Canada and other Regional Coaches on content.

9. Meeting dates for 2011-12

- March meeting for Board and Chairs will be on Friday, March 2nd in Kamloops.
- Board reaffirmed June 16th as the AGM date for 2012.

10. Adjournment

Move by A. Hadvick/B. Fingarson to adjourn.