



TKDNB Board Meeting January 2018

Meeting Minutes

January 14, 2018

I. Call to order

Called to order at 12:11 pm on January 14, 2018 via teleconference.

II. Roll call

Jamie Delisle conducted a roll call. The following persons were present: President – Jamie Delisle, Vice President – Glenn Hale, Treasurer/Secretary – Shannon Payne, Previous President – Allie Vaughn (12:18 pm), Craig Doucet, Ola LeBlanc, Morgan March

Not in Attendance: Gary Savoie, Jeff Pollock, Ugo Dionne, Darin Wigley, Pat Soucy, Sam Johnston, Laura Johnston

Quorum confirmed by Shannon Payne

III. Key outcomes

- a) Reduce the number of board members to 11 directors. Everyone agreed.
- b) Conflict of Interest and Confidentiality Agreements are to be completed by all members of the board. Everyone agreed.
- c) The board will cover the cost of 1 room per 2 coaches going to Nationals for 4 night.
 - i) Motioned by Craig Doucet, seconded by Ola Leblanc, all in favour. Motion carried.
- d) TKDNB requires a credit card to cover expenses incurred by the board rather than have members use their personal credit cards. Everyone agreed.
- e) The email address tkdnb@nb.sympatico.ca will be handed back to the board. Everyone agreed.
- f) Application for Leo's Elite Taekwondo school was approved pending police background check. Everyone agreed.
- g) Tournament application for Chung Won's Institute of Taekwondo on April 9, 2018 has been approved. Everyone agreed, tournament is sanctioned.



- h) At all tournaments referees must be paid and equipment rental cost (including equipment operator) is to be paid by the host tournament.
- i) NCCP Educators Training February 13th & 14th. Toby (not a board member) will be asked if he is interested in completing the training and will attend with Allie. If Toby is unavailable Jamie will attend. The board will pay for 1 room per 2 people for this training.
 - i) Motioned by Craig Doucet, seconded by Shannon Payne, all in favour. Motion carried.
 - ii) Note: Jamie Delisle did not vote on this motion.
- j) Membership restructuring committee was formed (Jamie, Craig, Morgan, Glenn and Shannon).

IV. Open issues

- a) 2017 AGM Minutes have not been reviewed for necessary corrections, will be sent out again.
- b) Allowing outside members to attend TKDNB event.
- c) Master Kim Tournament has been tabled for the moment.
- d) Online registration on website.
- e) Coaches travel policy documentation.

V. Action items

- a) Jamie to send email detailing the issues, possible solution and required timeline to reduce number of directors.
- b) Shannon to send Conflict of Interest and Confidentiality Agreements to the board with a timeline to be returned.
- c) Shannon to send out 2017 AGM Minutes.
- d) Shannon to gather the information about credit card options, including pre-paid and guaranteed cards.
- e) Glenn to prepare the required waivers to have non-members attend a TKDNB event.



- f) Allie to get email password from Allan.
- g) Jamie to follow up with Master Chung regarding his tournament.
- h) Jamie to compile information and prepare documents for equipment rental fees and tournament regulations.
- i) Jamie to contact Master Kim with an update.
- j) Allie to contact Toby regarding NCCP training.
- k) Shannon to get quotes for the required website changes and PayPal account.
- l) Jamie to contact Taekwondo Canada regarding their database.
- m) Shannon to add members of the Membership Restructure committee and Allie to DropBox.
- n) Jamie to start coaches travel policy documentation.

VI. Adjournment

Jamie Delisle adjourned the meeting at 2:10 pm, seconded by Craig Doucet.

Minutes submitted by: Shannon Payne