

WSA

BOARD MEETING

13 JUNE 2018 / 5:30 PM / PERCY PAGE CENTRE 11759 GROAT ROAD, EDMONTON, AB, MEETING ROOM #4

ATTENDEES

Sharlene Edwards, Andy Wigston, Sam Walker, Dean Krawec, Jen Sales

Via Conference Call: Radwa Gabriel, Nathan Lennie, Dave Guiry, Drew MacRae, Makrina Morozowski

MEETING MINUTES

Call to Order

1. President Andy Wigston calls the meeting to order at 5:30 p.m.

Approval of the Agenda

Approved with addition under new business, Ultimate letter.

Approval of Minutes of Previous Board Meeting February 21, 2018

Approved.

Approval of Minutes of AGM, 2018

Motion #1 To approve AGM meeting minutes from meeting held March 28, 2018.

Moved: Dean Krawec / Second: Nathan Lennie

All in favour

Motion #1 passed.

Business Arising

Door to Door Campaign

In April, ED was approached by a company to do door to door sales. Have three people working now and hope to have a team in Calgary by next month. Hoping to reach budget goal of \$70K. Selling 5 full sized chocolate bars for \$25 and a discount App. Good feedback so far. Application for third-party fundraisers that ED will look into.

Recruitment Marketing Campaign (Brochure)

Brochures are in WSA office and in Calgary. Taking to Glenrose and a physio clinic. Foothills and Alberta Children's Hospital will also get brochures. Want to test effectiveness for three months before printing more. 1-2 calls from brochures would mean success. Should we look at posters? September is prime time to get brochures out. Social media presence is good. On Facebook, Twitter, Instagram.

Reports

President's Report

Treasurer's Report

Executive Director's Report

Sport Directors Reports

Basketball. Director met with Ryan and got most of the questions answered. If dates are not available when applying for grants, grants can be approved and a cheque can be issued later.

Alberta Sledge won their third championship in Nationals. Impact is in the midst of recruiting for executive members. PSA wants to get away from running the junior program.

Athletics. Hosted an athletics camp in Calgary with a national level coach, Ueli Albert. Had 2-3 coaches attend from Calgary and Medicine Hat. Would like to have athletes recruit their coaches to increase attendance. NCCP certification - will be talking more with Alberta Athletics.

Rugby no report off season

Canadian Wheelchair Sports Association of Canada changed their name to Wheelchair Rugby Canada.

Correspondence

No correspondence.

New Business

Ultimate Letter: WSA received a letter from their board with complaints such as: BTG has not been effective in Calgary and questioning decision to buy racing chairs. ED has replied with letter correcting inaccuracies. Failing to understand scope of services we provide.

President will call to discuss.

Next Board Meeting

September 12, 2018 at 5:30 p.m.

Adjournment

President Andy Wigston adjourns the meeting at 6:15 p.m.

DISCUSSION

- **Recent rugby championships was a huge success. Kudos to WSA staff and Dave Guiry.** Next event board members can have roles.



**Executive Directors Report
June 2018**

Since the AGM there has been a lot of hard work dedicated and some results to be proud of.

A) Financial Overview:

1) Alberta Sport Connection – Core Block Funding

We have been approved for the next 3 years at the fixed rate of \$96,746. We have completed the documentation for our first round of funding, we should receive it sometime in June.

2) Grants

- ASC Annual Funding - \$96,746
- New! ASC Canada Winter Games Support Grant - \$20,000
 - Confirmed and 80% of payment has been received- \$16,000
- New! CPC Paralympic Sport Development Fund-
 - Not applied yet- due June 25th, 2018
- Bridging the Gap- up to \$10,000.00
 - We have received part of our 4th period of funding.

3) Telemarketing

They are completing their second campaign of 2018. Report below as of May 30, 2018.

Total Revenue	\$75,546
Total Expenses	\$36,821
Net Profit	\$38,725

4) Door to Door Campaign

We have terminated the relationship with Pivot Pointe and have started a contract with Zenith Advertising. They have been campaigning actively in Edmonton since May 13th and we have earned \$1425 net so far. They are selling full sized chocolate bars and an app that gives them discounts at different organizations throughout the city. They plan to expand to Calgary as well. I am very happy with the professionalism, product, and communication so far. It's been an excellent change.

5) Donations

WSA receives unsolicited donations through Canada Helps, United Way, Mail in, and Alberta Sports Connection. While this is a small portion of our donation revenue, it has been steady.

- YTD income is at \$4955

6) AGLC

We have received our AGLC Funds on November 14th, 2017

- \$75,942.46

7) Bank Accounts:

Main- \$44,345.60 (unrestricted- mostly staffing costs)
BTG- \$69,251.55 (ASC Canada Games and CIP funds- restricted to basketball and athletics equipment purchases)
Casino- \$34,206.49 (restricted to Use of Proceeds)
Donation- \$3,099.29 (left over from the Canada Games funding 2017- must spend it all)
BMO- \$35,050.44 (donations- go towards sports and BTG program funds/staff)

8) Audit:

The audit is completed. Radwa is looking into another firm for us currently.

B) Sports and Programs

1) Wheelchair Athletics

We hosted a coaches and athletes clinic in May. We had low registration, 2 athletes and 2 coaches. However, we decided to continue to run this regardless as we want to encourage the sport to grow. We heard great feedback from everyone. We flew in Ueli Albert who was an excellent resource and tool to use for this clinic. I met him at the Canada Summer Games last year and I watched him coach our athletes and coaches at that time. This decision was supported through Athletics Alberta. Highschool provincials were held in Red Deer June 1-3rd and we had 3 events/gender (100m Dash, 200m Dash, seated shotput). The results were:

Women's 100m Dash	Sarah Mickey
Women's 200m Dash	Britney Volkman
Men's 100m Dash	Amman Adat
Men's 200m Dash	Kai Davis
Women's Seated Shotput	Sarah Mickey
Men's Seated Shotput	Hunter Graves

2) Wheelchair Basketball

Our junior basketball team won gold at nationals this year in Montreal. It was a great experience for Ryan to travel with the team and see nationals for the first time. We are proud of our young athletes and are really looking forward to Canada Winter Games in 2019. Other than that we have a training camp coming up in June for Canada Games potentials and the rest of the clubs are winding down for the off season.

3) Wheelchair Rugby

Nationals was a huge success and an excellent learning opportunity for the staff and board. It is something that we can do in the future, however I think that it will be years before we are ever prepared to do this again. I would want to see WSA host Wheelchair Basketball Nationals first, as I know that they are very organized. It would be nice to benefit from that experience before going into another nationals again. Team Alberta performed amazing at nationals. Our A Team finished second in the first division and our B Team finished third in the second division. It was fantastic to see this on our "home turf" and I am so proud of the hard work that everyone put in to make the event such a success. If you want to see some pictures, visit our facebook page. Ali Connell's mom took some amazing photos of Team Alberta.



4) Wheelchair Tennis

The outdoor season has started for Tennis, so a lot of our athletes are fairly independent in the summer. We will be running a 4 week training camp in Calgary and Edmonton in August to prepare our athletes for Nationals.

5) Sledge Hockey

Sledge Hockey was a huge success as usual at Nationals. They won their third straight National title. Congrats to all of those involved. We are now entering off season and are preparing now for our intro and development camps. We will be working with the clubs to try and snag a bit of summer ice time to run these camps. Ryan is going to get on this soon.

6) Bridging the Gap

Bridging the Gap continues to be successful, including uptake in participation. We have had the Edmonton Curling club come out for multiple weeks now and have been working with individuals actively recruiting them to their sport. Ryan has also been working with a few schools to do some awareness events. Tiffany our volunteer that has been with us since the fall is moving to Cold lake. We will miss her as will our athletes. We have recruited another volunteer to replace her- Nik, he was working with EASA off and on throughout the sledge season and is looking for some more hours. His first shift I June 6th.

D) Looking forward

Upcoming:

- Final reports for hosting grants (both city and provincial)
- Time off
- Grant writing (CPC/Jumpstart and CIP)
- Organizing and facilitating clinics (coaching clinics and developmental camps)

Action items from 2017 to be completed

- Making the membership database as efficient as possible, looking into potential software options
- Developing a coaching database, including certifications- seeing if we can sync our information with coach.ca
- Finding storage solutions for Calgary and continuing to seek an office space for Ryan
- Planning the awards evening for 2018
- Working closely with Tennis Alberta to develop a club structure plan
- Trying to close the BMO account and just have RBC- need to have a meeting with RBC first, and then discuss with Engage Interactive
- Finishing the "New Club Manual"

From Ryan:

It feels like February was so long ago and we have done so much but apparently most of it can be covered by 2 major points which includes traveling to Montreal and Vancouver with Basketball and Rugby teams for Nationals (Basketball) and prepping for hosting Nationals (includes visit to Vancouver to see what a typical tournament looks like). The 2nd would be prepping for Nationals.

Others:

- Hosted Para Athletics Camp (2 athletes/2 coaches) – 1 athlete has advanced on to compete at Alberta High School Provincials
- 2 day school visit – Madeline D’Houte (Calgary) focused on Rugby – next year will be sledge hockey

- Prepping for school visit in Jasper



Presidents Report - June 2018

It has ben a busy month:

- Changes to our financial reporting structure - In progress
- Creation of a Policy and Procedures Manual - In progress (outline complete)
- H.R. Policy review
- Executive Director annual review
- Marketing plan - Brochure
- Strategic Plan review

Andy Wigston,

President

Summer 2018 Wheelchair Basketball Director Report

Mary Dyck – Lethbridge

- Getting a WC bb coaching course so we can learn more.
- Getting a way to print a receipt when people pay their membership to WSA.
- Getting a referee clinic in Lethbridge so our expenses are not so high for tournaments. They paid for two referees (game rate, a daily per diem, mileage and paid their hotel. Since one was from Calgary and one was from Sask-- it was expensive.)
- Applying to WSA funds for tournaments in September when we don't have the info for a February tournament. My understanding is that we can apply for assistance for hosting a tournament but the application deadline is Sept.

Darrell Nordell – Edmonton

- Working on recruitment
- We just had a strategic planning session and the big thing with recruitment as you also know once starting out is placing the athlete in a setting where skills are matched. That is difficult as our programs are small and skills are all over the map. We are talking about having a designated day maybe 2 times a month where just basic skills are taught for first hour and then scrimmage with groups of new athletes after. Also CWBL B league needs to be looked at not just as a league of 5 on 5 but can there be some skill development there with teaching going on. Yes Lethbridge wants to play games but most of those athletes do not know how to set a proper pick but just footplate. Learn the Technical pieces of the chair first and then move into playing games.

Tara Chisholm – Medicine Hat

As of right now Medicine Hat is on break for the summer. I was able to catch up with some people in Edmonton at that Parasport conference and make some connections.

I know there is talk of having someone come down and run a weekend camp for our MH wheelchair basketball club so that we can learn a bit more. As of right now, I also think it will be more likely to have a club participate in an exhibition tournament rather than league as I think I need another year to convince people to become a bit more serious about it.

Medicine Hat is open to hosting teams this year if people are interested in coming down but we would just need guidance as to what that would look like from our end.

Calgary

- Recruitment focus for this summer, sharing the sport with organizations such as Cubs and bringing out new people to Wednesday evenings at MRU for 6 weeks.
- Encourage Ryan to come to at least the Calgary based tournaments so that both him and the players get to know one another.

We did have our wrap up And summer ice in June 2 and had a very good showing and because of that, I will be arranging a summer ice for the Impact.

We have our AGM in August as well

We have Summer Ice:

<http://www.edmontonadaptivesports.ca/storm-ice-schedule.html>

<http://nebula.wsimg.com/2489fdea62c3fd9caede9b7ae94bc01e?AccessKeyId=179D0C420DC1D5A4581B&disposition=0&alloworigin=1>

Golf Tournament Thursday, July 19th @ Broadmoor

<http://www.edmontonadaptivesports.ca/golf-tournament.html>