

WSA

# BOARD MEETING

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**12 SEPTEMBER 2018 / 5:30 PM / PERCY PAGE CENTRE 11759 GROAT ROAD,  
EDMONTON, AB, MEETING ROOM #4**

## ATTENDEES

Andy Wigston, Sam Walker, Dean Krawec, Jen Sales, Kyle Thompson

Via Conference Call: Makrina Morozowski, Shawn Lucas

Regrets: Sharlene Edwards, Radwa Gabriel, Nathan Lennie, Dave Guiry

## MEETING MINUTES

### Call to Order

President Andy Wigston calls the meeting to order at 5:31 p.m.

### Approval of the Agenda

Addition under new business

### Approval of Minutes of Previous Board Meeting June 13, 2018

Approved.

### Business Arising

President called Ultimate Wheelchair Sports Foundation. They want things that don't fall under our mandate. Had to agree to disagree. They are not members of WSA.

### Reports

President's Report presented

## Treasurer's Report

- AGLC funds are every two years. Need to defer funds.
- We are over budget right now. Predict things will be tight this year.

## Executive Director's Report

- Of note:
- In the report, CPC grant says got denied but it actually got approved for \$28,488 to set up a program in Fort McMurray
- BTG: Stagnant. Waiting for an update and don't know what to do without it. Will find out what the goal is at the upcoming meeting on Sept. 25, 2018
- 2019 Winter Games in Red Deer we send a basketball team. Will buy jerseys and swag.

## Sports Director Reports

- Basketball schedule reviewed.
- Alberta Sledge. Had a camp with 15 attendees that were a lot of work. If we don't have more registrations next year, the event will be canceled. Would like to set up a billeting program. A lot of excitement to have camps in Calgary. About to order another 25 sleds and recruit members. Have three athletes from Alberta playing on the national team.
- Athletics. Have new track chairs in. They have arrived but have to be put together. Program starting to grow. Outdoor has shut down and indoor is starting. Going to meet with the Tetra Society to meet to see how chairs can be made more independent/accessible.
- Rugby report reviewed. Membership is growing.
- Tennis. On August 26 had the Alberta Open with a wheelchair division for the first time. Had 7 athletes from Alberta. Coming up on November 22-25 have wheelchair nationals in Calgary. On the 26th, Kai with Tennis Canada is hosting a wheelchair tennis clinic for \$15 per person. Hope to have 12 attendees.

## **Correspondence**

No correspondence.

## **New Business**

Amazon package theft caught on video was posted to Facebook. Somebody had their Amazon package stolen from their front step by a door-to-door campaigner in a WSA shirt. We were tagged in the Facebook post. It was a brand new employee on the door-to-door campaign. It's being handled well and charges will be pressed. The fundraiser has replaced the Amazon package. The person says they will take down the Facebook post.

## **Next Board Meeting**

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

## **Adjournment**

President Andy Wigston adjourns the meeting at 6:10 p.m.

## **DISCUSSION**

- **Sports directors please keep it in mind that you are on the board, positivity and growing the sport are our goals. Behave when in public, get your reports in.**
- **Would a reminder help to get reports in? A heads-up would be helpful if more information is requested. A report example: If the start of a season is in September, want to know how it's going to go, update mid-season and then update at the end.**
- **How much space does WSA need in Calgary? Office and storage space. President is working on finding space.**



### **Presidents Report - September 2018**

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

Andy Wigston,  
President



**Executive Directors Report  
Sept 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
- CPC Paralympic Sport Development Fund-  
- Denied- \$15,000
- Bridging the Gap- up to \$10,000.00
  - We have received part of our 4<sup>th</sup> period of funding.- BTG is in a bit of an unbalance right now. We are waiting to proceed for reporting as well as funding.

**3) Telemarketing**

They are completing their second campaign of 2018. Report below as of Aug 22 2018.

<b>Total Revenue</b>	\$108,426
<b>Total Expenses</b>	\$54,879
<b>Net Profit</b>	\$53,547

**4) Door to Door Campaign**

The Calgary team just started and they performed very well the first week. I'm looking forward to seeing what they can do in a couple months, once they have worked out any kinks with their staffing. Our first week we earned \$1250 with both teams in Edmonton

and Calgary canvassing. If they can keep that up year long (which I think this is a low estimate). We can anticipate \$65,000.00 annually from them net.

### **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. Please note that I think some of the door to door campaign was accidentally coded wrong into this misc. donations code. I will have to resolve this when I get some time.

- YTD income is at \$13,331.92

### **6) AGLC**

We have received our AGLC Funds on November 14<sup>th</sup>, 2017

- \$75,942.46

Dean received the 2018 report and I have until end of October to complete it. We still have no word on our next casino date. I am hoping to hear by the end of the year.

### **7) Bank Accounts:**

Main- \$67,009.28 (unrestricted- mostly staffing costs)

BTG- \$69,251.73 (ASC Canada Games and CIP funds- restricted to basketball and athletics equipment purchases)

Casino- \$21,693.07 (restricted to Use of Proceeds)

Donation- \$1,507.52 (left over from the Canada Games funding 2017- must spend it all)

BMO- \$26,530.88 (donations- go towards sports and BTG program funds/staff)

## **B) Sports and Programs**

### **1) Wheelchair Athletics**

WSA has not had much going on with athletics since the camp. We have ordered 6 track chairs and they have arrived! We still need to set them up and get butts in them, but very exciting that they are finally in our possession. I'm sure Nathan will have much more to report on!

### **2) Wheelchair Basketball**

We had a training camp in June that was successful, in preparation for the 2018/2019 season. Alberta is hosting the 2019 Canada Winter Games and the only sport that we have competition in it is Basketball. This will be a very busy season for us as we are increasing the amount of camps and competitions to have our team be as prepared as possible before they represent the province.

### **3) Wheelchair Rugby**

Rugby season is starting. Ryan is working with Bruce to lock down dates for try outs and

provincial camps. We still have not heard anything about where Nationals 2019 will be yet. We are hoping for that information before budget starts!

#### **4) Wheelchair Tennis**

I'm sure Ryan will touch on this. We worked with Tennis Alberta to build up the registrations at the Alberta Open for Wheelchair Tennis. This was the first year we've participated in it and we had an excellent turnout. We ended up having 4 returning players and 3 first time players attend. We were missing 3-4 players from Calgary that were not able to make it out. Ryan has really grown this program and we are so excited for Nationals this year, as Alberta is hosting it again. Ryan believes that we can have 12 athletes registered for nationals (versus the 3 we had registered last year). Whoo hoo!

#### **5) Sledge Hockey**

We were asked to put on a week long development camp as PSA unfortunately had to cancel theirs. We took this on with a bit of hesitation, however Kim McDonald stepped up and volunteered to be the camp director. We broke even on the camp, and that was the goal. We had 15 participants and heard nothing but excellent feedback from athletes and parents. It was a really rewarding camp and we learned a lot. I will hesitate to run it again in the future as we did not get provincial support, it was all local to Edmonton besides 1 athlete. I'm not sure that it fits with our mission/vision. Ryan and I will have to figure that out at Budget this year.

#### **6) Bridging the Gap**

Like I said previously, BTG is stagnant right now. There was a meeting, that we were not invited to, in Feb between some PSO's and the BTG national body. We have heard nothing since, outside of what I've asked the PSO's about. We are all just sitting and waiting for something to be said. We have not been asked to submit the final report from 2017, or the plan for 2018. We haven't received any money besides the final 2017 payment. Not sure how long it will take, but we have a conference call with CWSA in Sept, so hopefully something gets brought up then.

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### **D) Looking forward**

Upcoming:

- 2019 Budget development
- AGLC report
- Final reporting for ASC
- Season is starting
- Canada Winter Games 2019 in Red Deer

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”~~

<b>2018-2019 Western Conference CWBL &amp; Canada Winter Games (CWG) DRAFT Schedule</b>		
DATE	EVENT	LOCATION
June 23-24	CWG/Team Alberta Camp	Edmonton
September 23-24	CWG/Team Alberta Camp	Edmonton
October 20-21	B Development Camp	Saskatoon
October 21	CWG/Team Alberta Camp	Edmonton
November 3-4	CWBL A	Vancouver
November 10-11	CWBL B	Edmonton
November 18	ANL 3 on 3 Fund Raiser	Edmonton
December 1-2	CWBL A	Edmonton
December 15-16	CWG Tournament	Red Deer
January 5-6	CWBL Women	Calgary
January 26-27	CWG Tournament	Vancouver
February 9-10	CWBL Women	Victoria
February 13-14	CWG Staging (TBD)	Red Deer
February 15-22	Canada Winter Games	Red Deer
March 2-3	CWBL A	Saskatoon
March 23-24	CWBL Women	Saskatoon
March 30-31	CWBL A	Calgary
April 12-14	CWBL Women's Finals	Montreal
April 26-28	CWBL Women Open Finals	Charlottetown

## Rugby update

- trying to start the season a bit early this year and end a bit early as well. Typically we run September to end of May. This season we will be ending Club ball sometime around March. The purpose is to focus on provincial team and Nationals are the first week of May.
- the high amount of low pointers out of Calgary they have decided to try to compete in a low Point tournament which took place in Reno the weekend of August 24th. Although they lost every game, it's something to build on.
- Edmonton is hosting their tournament second weekend of September again this season, hopefully it stays a permanent date for the future. It's also very exciting that we have four Alberta teams competing at that tournament and 1 BC team.
- relationships with the BC League continue to grow strong, to help substitute for the lack of the Prairie League tournaments held in Saskatchewan and Manitoba, due to both provinces being unable to put teams together.
- going to be another great year of wheelchair rugby with new members joining both the Calgary and Edmonton teams.
- Calgary has just reach 20 members
- Edmonton has a membership of

**Rugby:**

No events have been held since Nationals in May. The rugby season has just begun with the Steel Wheels Tournament Sept 7-9. There was also a low point tournament in which Calgary sent a team and they played well for their first time at the tournament. I am will be confirming the season schedule for provincial team in September.

**Basketball:**

In June, there was the first round of tryouts for players interested in being a part of the 2018 Canada Winter Games team. This camp was missing a few key members (various reasons) that were on the team last year and will be instrumental to this years team. The camp was able to shift focus to the younger players that will compete for the last remaining spots on the roster as well as next generation athletes. In September 22-23, the 2<sup>nd</sup> camp will be held at the Saville Centre which will include almost all individuals who will be competing for a spot on the team. During this camp, we will also be bringing in Guy (Alberta Support Team) to talk to the players about media during the Canada Winter Games.

**Tennis:**

Alberta Open was held in Edmonton August 26-24 in which we had 7 players compete. Of these 7 players, three were new to the sport and had never played a match. The new athletes included: Brandon Troutman, Zak Madell, and Kevin Waldner (Sledge Hockey) who have all expressed interested in continuing to play the sport. This was great to see and Tennis Canada is very excited about the growth of Tennis in Alberta. We are planning on having between 7 and 12 athletes at Nationals in Calgary (November). Before, Nationals we will be organizing court time for these athletes to get practice leading up to the event.

**Sledge Hockey:**

We put on a great sledge hockey development camp in which we took over the ice from PSA with additional funding support from SBHANA.

**Athletics:**

Season has concluded but we saw an increase in participants at the events this year. Many athletes that have been participating were able to help out new athletes.

**BTG:**

Jen has done a great job getting multiple volunteers for the Glenrose Have-A-Go nights in which we have been averaging 3-6 participants each week over the course of the summer. In August, we assisted a University of Calgary student who organized a week long summer camp for individuals with disabilities. During this camp WSA's role was to assist and demo Rugby, Basketball, Tennis and Quidditch. This camp had 24 individuals, some of which are interested in

continuing to try the sports with the local club teams. During the week with the summer camps and tennis tournament we also had a booth at the Muscular Dystrophy which

Thank you,

**Ryan van Keulen**

Technical Director

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