

ALBERTA FENCING ASSOCIATION
Annual General Meeting
Red Deer Fencing Club, Red Deer
November 25th, 2018 10:00am

Minutes

1. Roll Call/Introductions

- Yue (Kathy) Ming (EFC)
- Richard Bezemer (EPIC FC Voting)
- Laura Hoehn (EFC)
- Colin Longhurst (EFC Voting)
- Andrew Rusheleau (SSC Voting)
- Zachary Morris (AFA)
- Denis Fournier (Priori Epee FC Voting)
- Louise Zanussi (RDFC Voting)
- Vadim Demendeev (FAOC (Proxy given to RDFC))
- Svetoslav Marinov (WRFC Voting)
- Taras Feculak (AFA)
- Andrea Turik (Conference Call, OFC Voting)
- Annette Dintheer (Conference Call, AAA Fencing Voting)
- David Cymbaluk (Conference Call, WRFC)
- Orlin Bojanov (GFC Voting)
- Joshua Ryker-Fox (Conference Call, ARES Voting)

2. Election of Meeting Chair

- Andrew Rusheleau elected as meeting chair. Louise Zanussi seconds. Carried. Meeting called to order at 10:06am.

3. Reading and Adoption of Minutes of 2017 AGM

- Andrew Rusheleau moves to accept minutes. Colin Longhurst seconds. Carried, minutes accepted as presented.

4. Review and Acceptance of Agenda

- Andrew Rusheleau moves to accept agenda. Annette Dintheer seconds. Carried, agenda accepted as presented.

5. President's Report

- See attached report
 - **Action Item:** Attach grant links to the resources page on website.
 - **Action Item:** Is it possible to have clubs to sign off waiver physically and send that in. Clubs to do it on behalf of parents

6. Executive Director's Report

- See attached report.
 - **Action Item:** Look into tape costs and whether or not clubs buy it. AFA will rather order in bulk or clubs expense as tournament expense.
 - **Action Item:** Ponoka Fencing club recontact if club is happening
 - **Action Item:** Look into a new Seacan, liase with Laura for transferring of items at Edmonton Open.

7. Committee Reports

- See attached reports.
 - Armoury
 - Athlete Development
 - By-Laws
 - Policy
 - Coaching
 - Finance
 - Marketing
 - Officials
 - Tournaments
 - Veterans

8. Confirmation of new club members

- **Action Item:** Ponoka and Peace River, follow up with them to see status of their new clubs

9. Financial Reports

- Financial Statement 2017/2018 (Attached)
- Budget 2018/2019 (Attached)

10. Acceptance of Financial Reports

- Orlin Bojanov moves to accept draft budget and financials as presented. Louise Zanussi seconds. Motion passed.

11. Bylaws Review and Discussion

- Andrew Rusheleau moves to accept proposed bylaw changes as presented. Denis Fournier seconds. Motion passed.

12. Policy Manual Review and Discussion

- Richard Bezemer moves to accept proposed policy changes as presented. Colin Longhurst seconds. Motion passed.

13. Other Business

- **Club Round Table**

- Facebook Boosting major events for marketing budgeting
- Comments on learning the video replay system with athletes.
- Refer a technical area for coaches near the end of the pistes and avoid crowding around the referee (keep coaches away from referee)
- Reminder to athletes that club clothes or fencing gear shall be worn when receiving medals as this is proper clothing etiquette
- **Policy Committee Item-** Amend policy's to include, events that do not run at least twice over the season prior to the season it is not mandatory to be included in provincials
- **Summer Camp 2019**
 - Ad Hoc Summer Camp Committee to be created, will be looking into singular weapon camps versus an all-inclusive camp
 - **Action Item:** Send out survey monkey email to ask about what are their thoughts of single weapon camps to AFA clubs (formulate a few questions)
- Equipment Inventory Tracking System
 - Armoury committee to look into the best system to track inventory of Seacans
- Website Jujie (link CFF Article) and thank her for her contribution and congratulations and success.
- Craig and Ken stepped down off the board. Andrew thanks Craig Newman and Ken Trumble for their work on the board in the past year.

14. Election of Board of Directors

Board dissolves for elections. Andrew/Denis. Carried.

Andrew nominates Zac Morris. Accepts.

Louise Zanussi nominates Andrew Rusheleau. Accepts.

Louise Zanussi nominates Nathaniel Johnson in absentia. Needs to confirm in writing.

Zac Morris nominates Laura Hoen. Accepts.

Andrew Rusheleau nominates Denis Fournier. Accepts

Svetoslav Marinov nominates David Cymbaluk in absentia. Accepts.

Svetoslav Marinov nominates Orlin Bojanov. Accepts.

Zac Morris nominates Svetoslav Marinov. Accepts.

Laura Hoen nominates Kathy Ming. Accepts.

Zac Morris nominates Cameron Griffiths in absentia. Needs to confirm in writing.

Denis Fournier nominates Richard Bezemer. Accepts.

Orlin Bojanov nominates Elya Perritt in absentia. Needs to confirm in writing.

Motion: Accept all nominations as is and confirm 3 absentee nominations.



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15. Election of Chair Committees

- Tables for the following Board of Directors meeting.

16. Adjournment

- Motion to adjourn. Andrew/Zac Seconds. Motion Passed. 2:19pm.

Executive Director's Report

AFA Office/Administration

- Maia Rathwell assisted in the transition of new ED
- Annual registration of Business License with City of Edmonton has been completed.
- Application Questionnaire for Canada Summer Games submitted for 2025 via the CFF.
- Cleaning out of old office documents (storage cage) and organization of dropbox and harddrive files/folders in progress, hope to have it completed before 2019
- Internship opportunity: Applied for University of Alberta Practicum Program through the Faculty of Physical Education and Kinesiology, but did receive any applicants

Membership

- 546 members for 2017-2018 season
- Since September 1, 2018 to November 22, 2018 it sits at 353

Casino

- AFA Casino was held March 12 and 13, 2018 in Edmonton. Next Casino to be held in Calgary, dates to be determined.

Alberta Winter Games

- Successful AWG Alberta Winter Games- February 16-19, 2018 Ft. McMurray.
- Next Games are in Airdrie 2020 and initial meetings are beginning end of November.
- Orlin Bojanov has agreed to be our Sport Chair.

Club registration

- Complete, 16 total clubs registered, most clubs have renewed and have submitted applications. Waiting on a few more forms to compile new emailing and contact lists.
 - **Club closures**
 - Brooks Junior Fencing Club no longer affiliated with AFA, not enough individuals to create a club at the current moment.

Strategic Plan

- A Strategic Planning meeting was attended by several board members and club members in July. Was quite a success with a new vision and mission put in place until 2023. The main focus will be on increasing membership through various opportunities (mainly entry into school programs) and assisting clubs with tournament hosting so we can increase attendance.

Funding requirements for Alberta Sport Connection

- New funding system has been implemented for the next 3 years to incorporate more marginalized groups and implement LTAD structure to sport groups in Alberta. As such, our relevant committees will help set our strategic direction to ensure we maximize the funding we receive by meeting our targets.

The first round of the new system saw us lose hardly 1% of our funding which is very good in comparison to many other sports in our sport Tier (II).

Website and Logo:

- Rebranding of the AFA logo. New logo introduced in October 2018 as well as a new website. Costs have decreased significantly for web hosting and maintenance through a local web developer. Website is now more functional and easier to navigate. Certain pages are in progress as we continue to expand the functionality online.

Summer Camp

- Summer Camp 2018 was held at University of Calgary from August 20-24, 2018 with 16 participants in attendance. Survey monkey sent for feedback afterwards. Mainly positive reviews, with a few suggestions, some of which include bringing in a few well-known fencers/coaches, having more out of town participation.

Coaching and Referee Clinics

- We have begun the process of having a certified Learning Facilitator, Elya Perritt. This will allow us to certify coaches within the province
- Referee lists need to be updated and certified accordingly, difficulty having someone fly down each time to certify as it becomes expensive and not effective to certify those in progress

Equipment

- Initiative to order equipment for AFA affiliated clubs, on behalf of the AFA from Absolute Fencing at a reduced rate and distributed to the appropriate clubs worked well this first year. Not all clubs participated, but those that did benefited from much discounted equipment. (look into October)
- Ongoing year end initiative moving forward would help clubs with their equipment needs
- 6 new carpet pistes were purchased along with 2 new video replay systems.
- Seacan needs some minor purchases (tape, new lock)

Grants

- Coaching and Officials Grants have been applied for recently (currently awaiting response on amount, but seems to have been successful)
 - Coaches and Officials Education Grant and Evaluation Grant
- Association Development Program (ADP) Funding from Alberta Sport Connection- Our application for the first-round of 2019 year's funding is almost complete. Business and Strategic Plan has been completed for 2019

Membership

- Database still relies on CFF and Goalline. Individual member Registration done through them as well as club registrations. A new direction is set by the CFF to focus on increasing membership through a

restructuring of membership fees by adding a recreational level. CFF is currently exploring this option and hope to have this in place for the 2019/2020 season.

- All clubs MUST register their members at minimum as an associate member. All members must be accounted for that walk through the club doors and participate in the club's activities. It is important for our funding as an association and to continue supporting our affiliated clubs with funding, equipment, and insurance.

Tournament dates

- Tournament schedule is set and is running smoothly. A new tournament registration system is being tested at the Gladiator and Prior Fall Cup to ensure smooth and easier registration of athletes.
- Plan is set at using this new system to incorporate it with goalline's registration system and move away from AskFred. Membership and tournament registration streamlining is key for tournament attendees as well as hosting clubs
- Provincials to be held in Medicine Hat April 6-7

Future Projects and Programs

- Application for a STEP Student to assist with events and marketing
- Future partnerships with Absolute Fencing Gear and other organizations
- Asset management tracking system to be put in place to keep track of repairs and inventory between both seacans

Coaching and Referee Clinics

- Clinics to be held during Summer camp 2019 to collaborate with the increase in attendees

Concerns with membership revenue:

- There is concern of the ASC funding being removed entirely one day or cut significantly, which can leave the AFA without staff and be run purely by volunteers with the current revenue streams
 - Must assess this issue with a new membership fee structure that will help facilitate the grant in case it does continue to be reduced or eliminated entirely

Recommendations for future

- Quarterly or Semi Annually in person board meetings
- Board to send in reports to ED prior to board meetings with a task list for each committee to be accountable to

President's Report

The AFA hired a new executive director whom you have all now had a chance to meet and work with.

We had Maya come out and conduct on-the-job training for him as well as a several projects for which we received recommend commendation from Alberta sports for having her here.

We drafted By-Law changes.

Canadian fencing Federation AGM:

- Andrew failed to be elected to the board.

- Respect in Sport is coming.

- Disciplinary issues.

- Ongoing issues with the CFF websites and plan for redesign.

- All three coaching streams are nearly completed and are projected to be done by the December deadline.

Canadian fencing Federation BoD changes and Jackson Wang being elected president.

Sitting in on CFF board meetings.

- Membership growth initiatives ask for emails.

- 1000 sets of training gear from Jackson.

Video replay systems have been purchased and are being ruled out for this season.

Our funding model has changed with Alberta sport - we see almost no change for funding right now, we will need to see growth in a couple of areas in order to maintain our current levels of funding moving forward: membership and technical officials.

We hosted our Tri annual strategic planning meeting earlier this year and made some changes to our mission and values statements; our barriers and our primary goals remain relatively unchanged from past years, however.

Our new website is up and will be continually expanded

Meeting with Caroline the day before the AGM: national championships for 2020 and canada cup for 2021 in Alberta.

Armoury Committee Report

Not Submitted

Athlete Development Report

The annual AFA Summer Camp was held in Calgary during the month of August. We had one-over-night athlete and the rest were day camp members. Summer Camp structure will be re-evaluated for 2019 to retain better attendance. The athlete development committee had nothing else of significance to report this year. The committee chair spent most of his time on other projects and work for the AFA.

Bylaw Committee Report

After the last AGM, there was some issues noted and the committee looked at those issues and drafted a set of proposed by Law changes which were approved by the board and distributed to the membership to be voted on at the AGM. Those changes were successfully approved, and we are now in the process of having the bylaws changed with Alberta Registries. Most of the changes were quality of life, as well as a change in how terms work for the election of the president.

Policy Committee Report

During the process of hiring our new executive director it was noted that many of our policies regarding employees were grossly out of date. The committee drafted several changes to policy section 6 which pertains to AFA employees and these changes were approved by the board. The same changes were subsequently ratified by the membership at the AGM.

Coaching Committee Report

We need to have more coaching clinics targeting specific disciplines/weapons.

In addition to this, we need to certify more facilitators, evaluators or course conductors. I personally admit my negligence as my role was somewhat shared with another member where the objectives and the responsibilities were not clearly defined. I intend to correct this situation by taking a more pro-active initiative. I propose to write a step by step booklet to complement the CFF coaching manual to help those interested in becoming coaches. I hope to accomplish this within the next 3 months.

In conclusion, I believe that the development of coaches should be our number one priority as an association. I have been working with a sport consulting specialist at the City of Calgary to implement a fencing program (Sport Hub Project) with the Calgary Board of Education for the 2019-2020 school year.

I will keep you all posted as the project develops. At this point, coaching is our most challenging issue if we expect to see any membership growth in our province.

Wishing all the best to everyone in this new year.

Financial Committee Report

In January I met with Taras and the AFA book keeper Travis Kemp regarding the AFA finances. The book keeper had no issues with the current status of the AFA books. They are in good order and up to date.

There were no irregularities carried forward from the previous ED that needed to be resolved.

Travis had some recommendations to enhance the efficiency of how our casino funds were being allocated. I approved his working with Taras to optimize those allocations. Primarily, this involved using casino funds for permitted expenses so that unrestricted funds could be used for expenses not permitted by casino funds.

Travis discussed the possibility of moving to *Quickbooks On-line* for various reasons but admitted that the current on-line version is not as good as the current desk top version, so I recommended to the Board that we do not yet move in that direction.

Travis had questions about the stability of the AFA funding and I assured him that to the best of the knowledge of the board, our funding is stable.

In April, AGLC expressed objections to my status as both Vice President and Chair of the finance committee/Treasurer, so with the consent of the Board, I resigned as Chair of the Finance Committee.

Marketing Committee Report

Priori Epee Fencing Club has been working with Alberta Culture and Tourism. We received a CIP grant to setup, organize and develop fencing programs at the community level within the City of Calgary. In addition to this we are in contact with a Sport Consultant at the City of Calgary to introduce the sport of fencing within the Calgary School Board of Education. It is a long-term project, we expect that all local fencing clubs will benefit from this venture.

Further and continued details will be announced as the project develops with the objective to have the first classes starting in September 2019 for the 2019-2020 school year.

Referee Committee Report

The AFA conducted a referee clinic during the NAO. We had mark stasinos here to conduct the course and evaluate. Three people took the course and passed the written exam. We are now working with them to continue reffing and successfully complete their technical evaluations and become full P refs. We will be hosting more clinics in the new year.

Tournament Committee Report

Not Submitted

Veteran's Committee Report

As in previous years, the focus was on promoting and supporting veteran fencing in Alberta, as well as contributing to national development via the CFF Veterans Committee.

Highlights

- A steady number of veteran fencers participate in provincial veteran events, some of which also successfully compete regionally, nationally and internationally;
- The veteran fencers group consists of fencers who had joined the sport in their youth and continued to fence until now or returned back after a break, as well as adult beginners, some of which however already with years of experience and well-developed fencing skills.
- Demography (age): The majority is 40+ (CFF minimum vet age), but there is also considerable number of 30-39 fencers, and the Committee does its best to have this age group included in sanctioned veteran competitions in Alberta.
- Demography (gender): Male veteran fencers are still the majority; however, the number of women is steadily increasing, especially in Epee, and there were already events at which female fencers were the majority.
- Weapons: EPEE is usually the most attended event, followed by FOIL, and then SABRE. This same tendency is observed nationally and internationally.
- Clubs: It appears that AB clubs pay increasing attention to veteran fencing.
- Competitions: It has become a norm for organizers to include veteran events.
- Policies: Minimum veteran age of 30 for AB shall be stipulated in the AFA policies (as it was in the past), as well as clauses added to encourage or make mandatory inclusion of veteran events in major competitions, notably the AB Provincials.
- Major Current results (Worlds): 7 Alberta fencers (13 disciplines); 1 Gold, 1 Silver, 1 in Top 8, 2 in Top 16, 4 in Top 32. Best ever attendance & results (AB and CAN).