

Archery Alberta  
Virtual AGM  
December 10, 2020

Housekeeping notes regarding our first Virtual AGM from Chris Mella

Opening Welcome by Mike Downham

Called meeting to order. Attendance roster appendix A

Motion to Accept 2019 AGM Minutes by Jude Hooey

Seconded by Tricia Oshiro

Unanimous in favour

Motion Carried

Motion to accept financial statements as presented by Jude Hooey

Seconded by Chris Mella

Unanimous in favour

Motion Carried

Next on the block is membership

Jude to speak regarding this.

Archery Canada has decided to change companies for doing membership. It has been a long process and not up and running for doing bulk uploads from each of the clubs. Every member in Alberta can go into the website and renew their own membership and print their own cards but, when you do that you have to pay with a credit card. The company, Interpodia, when you do this will add a fee for the processing. For most people it would be better to go the clubs but they (Archery Canada) are still working on that portion.

Tomorrow Jude will be sending out a note to all her club chair people saying that if you have members for 2021 to send the list to Kayla at Archery Canada (AC) and she and the people at Interodia will enter them. Then Jude will get an invoice she will then pass these invoices on to the clubs. This is not working the way it should be working. Training for this was to happen early fall but has been pushed out and we still have not received any training on the system. Hopefully soon that Ann and Jude will be able to sit down with Kayla and record a training session where they will pass along to all the clubs. Then try and answer questions after that. Jude is not sure why AC is doing this as it took her three years to learn the old system and clubs were doing the right thing in entering their membership. Still lots to learn regarding this.

As for membership in 2019, we had just over 1100 members, Jude has sent the email addresses of the members that they had to Interpodia. So if you have an email address in their system you can go in anytime and register. You will pay a little extra as they will charge the processing fee. Jude is a little

disappointed that when it came to doing the casino where we had some 475 Adult members. We had a hard time getting 10-12 people to work the casino. She has not had one person nominated for any position that is up for election this year.

Next on the docket is a motion for some changes to some of our bylaws.

First change is that notifications to members instead of going through email will now be done through our website. Mike asks Chris if this sounds about right. Chris says yes and could change if we had everyone's email address.

Can we get a motion for how we give notices to our membership for upcoming Archery Alberta (AA) notifications?

Ann N. asks if we can add Facebook to this. So it will read as updates will be sent out VIA Facebook and the website.

Mike asks Chris if we can do this. Chris says yes we can. By default he does this anyway.

Ann N says it makes a difference if you actually say it in the bylaws. Doug B. says that you can actually get notices when things get posted on Facebook.

Motion: To change how we notify members regarding AA information to be done VIA website and Facebook.

Motion moved by Doug B. Seconded by Wayne P.

Vote: Unanimous in favour. Motion carried

Second, we will be appointing an independent auditor to come in and audit our books.

Tami F. Can I interject, for that one we need to take out the word audit and put in the word review? Because if you get them professionally done as AGLC has recommended. If you ask for a full Audit it is about \$20,000 whereas a full review is about \$6-7000. And so it is an accounting verbiage thing. So this is why we want to take out the word audit and replace it with review.

So motion will be we will be appointing independent reviewers to look at our books.

Motion moved by Tami F.

Seconded by Doug B.

Unanimous in favour. Motion carried

Third: Adding Grants Director to the executive board.

Motion moved by Doug B.

Seconded by Wayne P.

Unanimous in favour. Motion carried

Fourth: Changing the two directors at large. Right now we are just saying directors at large. Will change that to read Director Target and Director 3D.

Motioned by: Ann N.

Seconded By: Mitchel Diaz

Unanimous in favour. Motion carried

For the Grants Director seeing as that motion passed we will need to have the election for that in the even numbered years.

Do we need to make a motion on that? Chris says we should defer to Jude as she could answer that as a point of order. Dawn is probably wanting to vacate that position. As of now we do not anyone nominated for the position.

Jude, it is not Dawn's position. If we adding it to an elected position we need to know if it is even or odd years.

Motion can be then be The Grants Director to be voted in in even years.

Motioned by: Doug B

Seconded by Kevin B.

Unanimous in favour. Motion carried

Dawn is just the in term Grants Director.

Jude asks Tricia if we have a motion to have Director Target elected in even years and the Director 3D elected in odd years. Tricia says this is correct.

Jude say the motion would be this, to change The Director at Large in 4.2.5 to the Director 3D and to be elected in odd years.

Motioned by Ann N

Seconded by Tricia

Unanimous in favour. Motion carried

Next, removing the minimum of two face meeting per year. Mike is not sure if we ever had two face to face meetings to be honest. Jude says we use to. But with times the way they are this is not feasible. And these types of virtual meeting seem to work better even for our executive meetings. Travel restrictions etc.

Tricia, so the current wording is minimum of 2 face to face meeting per year? If so then we can change it to read like have a minimum (pick a number) of face to face or virtual meeting in a year. Open it up.

Motion to be this then: AA to change from mandatory 2 face to face meetings to hold a minimum of 6 meetings a year being either face to face or virtual.

Motioned by: Kevin B

Seconded By: Caroline L.

Ann N. wants clarification on is this Executive type or AA type of meetings?

According to the bylaws this would be Executive Meetings. 5.4.1 of the bylaws. This motion only deals with the number of meeting and not whether or not they are Executive meetings or not.

Unanimous in favour. Motion carried

Next, adding the audited or reviewed statements for distribution for the membership

Motioned by Doug B

Seconded by Wayne P.

Unanimous in favour. Motion carried

Archery Alberta will need to create a job description for the role of Grants Director and present it at the next AGM. This will also be added to the bylaws.

Jude says anywhere in our bylaws has the wording "Audit" or "Audited" "Auditing" we need to have this changed to "audit or review" so as to not have to pay the big bucks. Sections 5.74, 5.91, 6.12, 6.13 for example.

Kevin B. I will make a motion that we change all the wording that refers to audit in all sections of the bylaws to read as "a review".

Seconded by Doug B

Unanimous in favour. Motion carried

Mike asks if we already have the duties of the Grants director in our bylaws. Jude says we do. Chris to look it up. What would it be under?

Jude then thinks that it might not be in there as it was an appointed position.

Tami F. says it is not in the bylaws.

Jude, so we need to put the Grants Chair position into the executive and to put in a job description.

Motion put forth that the Grants Chair position into the executive role as an elected position and the executive will put in a job description for this position. This to be presented at the next AGM.

Chris, says now that the position has been added can we just make the motion to have the job description added to the bylaws. To be done by next AGM

Jude makes the motion as mentioned above.

Seconded by Janessa

Unanimous in favour. Motion carried

Motion by Doug B.

That the bylaws be amended as necessary to commit that all provincial indoor and outdoor shoots will be rotated around the province (South, Central, North) such that they will not be held back-to-back in the same region two years in a row except when no viable alternative is presented by a member Club

from the next region in the rotation. Approval (of one bid/offer over another) by a vote is not required unless there are two competing offers to host from within the same region for the same year.

Mike says that we normally do this anyway. The reason we held back to back championships in Lethbridge is that we did not have any other club wanting to host the outdoor target championships.

Doug B. says that Sherwood Park did put in a proposal for the championship. His only concern is, that we do need to make sure that there is some formal process in place and encourage clubs big and small to put in proposals. And if there is a viable proposal from a club in the region that would be next then there should be no debate around awarding them the championship.

Tricia has a concern and wants the floor. He concern I on the rare occasions that we have more than one club form the same region wanting to host the same championship. There is some merit to looking at the dates that the clubs are pitching as some dates may conflict other events.

Clubs after putting in proposal finds that there is a date conflict they should be given a chance to change their date.

Ann N has a comment there was discussion at one point to having a rotation of specific clubs to host Provincials as it is difficult to get clubs to bid on them and get volunteers for them. Have designated locations not necessary clubs. Then we are going to centralized location within each zone and different clubs can host at these locations.

Doug B. Sees some merit in this but you might be better off served by coming up with some sort of minimum standard as to what would be needed to host a championship. This way clubs would have an idea of what they would need. For example Sherwood Park hosted the 1999 National and did not host them at their own venue, they used nearby locations that were more suitable.

Giving the clubs the minimum requirements needed to host events could give them the freedom to find viable locations within their communities where they could host events.

Ann N. says the reason there is a problem is that there are very few venues that can host an event.

Kevin B. Comments that this type of motion is not something that we would cover in our bylaws would be more appropriate as a policy development. A policy in which, how our provincial championships will be developed.

Jude agrees, Asks Doug B if he would be willing to put together a committee to develop this policy.

Doug B. Says he is curious to see what they might be looking for in the policy? Are the hoping that the minimum requirements for a facility for hosting an event and/or plus the policy to rotate the events themselves?

Kevin B. Says that it should be all of the above.

Jude mentions that we do have hand books for hosting provincials. Mike says it is on our website. We can start with that and AC did a similar thing with the rotation of Nationals. Didn't work for indoor 3D but did for outdoor 3D, Field and Target Nationals. If you (Doug B.) would be willing to look at their policy and what we have for handbooks and come up with something we could use and bring it to the board. I do not think we need to spend a lot of time over this at the AGM.

Chris says there is a question in the chat. What is the benefit of a policy rather than a bylaw?

Doug B. personally I think there are two things. Firstly, I do not think it any reason why it would be unreasonable that we go look at a policy that lays out some context around what a venue should look like or be capable of in terms of hosting an event. This gives clubs all the information they would need to consider whether they would be able to host it at their own club or would have to find a venue nearby should they would want to host an event. On the hand we should some basic formal policy that looks at the moving around of such events, so that archers do not have to regularly travel from one end of the province to another. Doug thinks this is a basic bylaw issue and is straight forward and should be easy to come up with and a commitment that we will rotate them. And only in cases where there is no bid do we need to seek out host clubs from a different area.

Jude says she thinks this is a policy, a bylaw is how we govern the association. The policies are things that are like, our discipline policy, anti-harassment policy, etc. I think that this falls into this category. It is not something that governs the way we run the association.

Doug seems to think that this is something in a way that we do sort of govern the association. He is happy to put something together based on the other documents that are out there already and come up with something useful for hosting provincials. In term of describing what a venue should be able to provide in terms hosting a successful provincial shoot. But I think that is different than how you get to moving that shoot around the province. I think those are two different things.

Jude, so could we say that you and a committee, if you want to get more people involved, come up with a suggestion for a new policy for the next AGM? 2021 isn't looking real good at the moment. 2021 AGM would be at the 2021 indoor provincials if it happens.

Doug says he would be happy to work on something.

Mike says, what we could do for now as we need to move this along is; Doug if you don't mind going through our policies and reviewing them and seeing what we can come up with. At our next board meeting we should be able to nail this down a little better. We do not want to tie up the whole evening on this one topic.

Doug says yes and if anyone wants to participate then they could send him an email and he will include them.

Kevin, says that if we do come up with a policy around where and how we do these events we do not have to wait for an AGM. A policy can be voted on at any executive meeting.

Mike says exactly, at our next executive meeting we can get this nailed down and worked out. We will look at it a little better and will definitely invite Doug to that meeting and get his input.

Moving along

Strategic Plan, we need to get working on this and get it figured out. What can we do, obviously we need a new one. Should we roll with the one we already had once and amend it?

Chris, Mike can I interrupt for a second, do we need a motion for the policy and to allow Doug to do that?

Jude says she does not think so as this is only committee work at this time and Doug volunteered for it.

Ann N. it says on the agenda that it is a motion and then you should table it.

Kevin says either table it or ask for a seconder and if no seconder then the motion will die.

Mike asks for a seconder on the motion for the policy of doing our provincial championships, regrouping it.

Ann has seconded it. All in favour

Kevin asks is this now Doug's motion now that a seconder.

It is a motion to table it.

Doug has one quick related question. I am assuming AA has a map of the Provincial Winter Games Zones? Jude says it is on the sport connect website.

All favour to table this motion.

Unanimous in Motion carried.

Move back to the Strategic Plan, Jude what do you think we should be doing with this?

Jude says shew will give the floor to Dawn G. for this one.

Dawn, the strategic plan, we need to have this done by March 2021, so we need to go through a review of what we have done before. See what has been addressed and see if there are other areas we can incorporate into the strategic plan coming up. She has sort of done a preliminary review of it taking the old one and modifying it to meet our current needs as we needed to have a preliminary one in for June 30<sup>th</sup> and only had two weeks to get it done. She did a prelim sent it to the executive and got no response so it went in that way, but it was prelim, so any changes can be done.

Dawn's suggestion would be to look at our past one, see the modifications she did and go forward with a plan.

Chris has a question on the chat asking when was the last one done, what is the date on it? Dawn is not sure of the date but usually is a 4 year plan. She does not have her drive with her so she cannot give the exact date.

Chris has it 2013 to 2017.

So we definitely need to make some amendments to it.

Mike says, we should get a new one going. Jude says, and the executive needs to deal with it.

Dawn says, we also need to have a budget to along with the strategic plan? Mike says that we probably do. Dawn says that it is a requirement for ADP funding.

We need to have that in our next executive meeting and see who is going to put this together for our membership.

Anything else on that?

Chris says that Ann has made a motion to move forward with the new strategic plan.

Seconded by Barry P.

All in favour?

Unanimous Motion carried.

Nominations and elections for the following positions. President, Vice President

Jude says now you turn it over to me as I am supposed to do this.

Mike say sorry for stepping on Jude's toes.

Jude, I got no nominations except for the position of Treasurer and I got one and it is Janessa Daniel, who is, you probably don't know her but you all know Jamie. She is Jamie's finance. She lives in Lethbridge, knows quick books and since I was treasurer before Tami I can help her if she needs it.

My other question is, Dallas are you willing to stay as target director? Dallas says he is willing to stay as his schedule has got a lot less busy now. Great.

In that case, Mike are you willing to stand as president again? Mike says yes he will. It is a two year term. Are there any other nominations for the position of president? I am looking at the chat.... Second call, are there any other nominations for president? Third call Are there any other nominations for president? Mike you have it as no other nominations.

The next one is a bit fishy as it is Vice President which is my position, I stepped in as in term vice president when Walter stepped down and Mike stepped up to the role of President. The executive asked her if she would step in on an in term basis. I was never elected to this position. The term would be until the next AGM in 2021. I would let my name stand. Are there any other nominations for Vice President? Second call, are there any other nominations for vice president? Third call Are there any other nominations for vice president? So be it no other nominations Jude will remain as vice president until next AGM.

Next position, Secretary is for two years, Rick said he would let his name stand. Are there any other nominations for secretary? Second call, are there any other nominations for secretary? Third call Are there any other nominations for secretary? No other nominations Rick is back with us.

I have the one nomination for Treasurer, Janessa Daniel, Are there any other nominations for treasurer? Second call, Are there any other nominations for treasurer? Third call, Are there any other nominations for treasurer? Janessa Daniel appointed as treasurer.

Junior Program director, this is a two year position. Dawn currently holds the position. Dawn stepped in as we did not have anybody in the position. Dawn will you let your name stand? Dawn says she will. Are there any other nominations for junior program director? Second call, Are there any other nominations for junior program director? Third call, Are there any other nominations for junior program director? No other nominations, thank you Dawn.

And now Director at large target, two year term. Dallas has let his name stand. Are there any other nominations for director at large target? Second call, Are there any other nominations for director at large target? Third call, Are there any other nominations for director at large target? Thank you Dallas.

Now Grant Chairperson and Coaching Coordinator are vacant positions at the moment. Grants Chairperson we just moved into an executive position that will be elected in even years. So we will need to elect someone into this position this year. Are there any nominations? I would nominate Ann if she would accept. Ann responds no she will not accept.

Dawn has heard that Mikyla Miller is interested in being on the board. But she wants to be sure she is not biting off more than she can chew. So we will have to help her out if she is still interested. Absolutely, we have many people who have experience and are always willing to help out so don't be shy.

Mikyla are you interested in letting your name stand? Err! Why not...

Ok are there any other nominations for the position of Grants Chair? Second call, are there any other nominations for the position of grants chair? Third call, are there any other nominations for the position of grants chair?

Mikyla welcome to the board. Thanks

We do need a coaching coordinator in the province, Cassie Corbin has stepped down. If you know of anyone who would be interested in it please let us know. It is an appointed position and we do need someone looking after our coaches. This is not an elected position.

Final position up for election is that of the Treasurer, we have one nomination for this position, Janessa Daniel. Ok are there any other nominations for the position of Treasurer? Second call, are there any other nominations for the position of Treasurer? Third call, are there any other nominations for the position of Treasurer? Janessa Daniel has been elected as Treasurer

There are no other positions up for election so the election process is now over.

But before we get to closing remarks we need a motion and I will make it. That we change the signing authorities on the bank account to Janessa Daniel and the vice President and the bank account be moved to the Lethbridge Scotia Bank on Mayor Magrath Drive

Seconded by Doug B.

Jude, I just want to tell you why. It is really difficult when the President is a signing authority and the treasurer is the other signing authority and they live so far apart. Rene and I had a lot of difficulty when we were involved together. It is just easier when the changeover happens. It make things a lot easier.

Mike says that that is good forward thinking.

Tricia is asking what is the motion?

Jude was asked to re state the motion. This is Dawn's motion that the signing authority be changed to the new treasurer, Janessa Daniel and the Vice President, Judith Hooey. And that the bank accounts be transferred to the Scotia Bank on Mayor Magrath Drive South in Lethbridge. Both accounts.

Chris, there is one question from the floor, should the president not retain his signing authority or does he still have signing authority or is it just Jude and Janessa?

Jude says, we can have three and two to sign yes.

It is not in the bylaws it is how we deal with it at the bank.

It has always been the President and the treasurer. We can have three signing authorities and need two to sign.

Kevin B. says it is in the bylaws, Section 6.5. It states the treasurer and either the president or secretary and no more than three. So we would need to change the bylaws. So we leave it as President for now.

Scrap the motion for now.

We will need to move them to Lethbridge so Janessa is close to the bank.

Mike, this looks like we are at the end of the meeting. As Jude has said we need someone to step up as coach coordinator. Would be a great help for our membership, especially our coaches. We need to come up with some sort of plan for our coaches and how to best help them. I would also like to thank all those who are still on our executive and to welcome the new members, Mikyla Miller and Janessa Daniel.

We are working hard during this COVID time and trying to find our way. I would like to thank everyone for attending this virtual AGM. Nice to see so many people attending this virtual AGM. If you have any questions about anything email a member of the board. If you have anything good or negative I am always open to your emails.

Thanks you

Chris, Mike a question from the floor. Does Jude have to rescind that motion? Jude had said scrap, but yes she would like to rescind the motion regarding the changing of the signing authorities.

And Barry had seconded it. Barry Seconds, the rescind of the motion.

All in favour?

Unanimous Motion carried.

Jude makes motion to have signing authority moved to new Treasurer Janessa D. from Tami F. and to have the bank branch relocated to the Scotia Back branch on Mayor Magrath Drive South in Lethbridge.

Seconded by Barry Peters

All in favour?

Unanimous Motion carried.

Thank you Jason for your comment. Jason's comment from the chat,

"21:27:23 From Jason Opp : Thanks to all the executive and the new additions to the board - my family appreciates all the efforts !!"

Again, We want to thank everyone for coming out to our AGM tonight. Any comments will be passed along to the appropriate executive member.

Good night all.

Rene S. Hey Mike I would like to talk about nationals and worlds. We would like a letter of support from AA as we are looking at putting in a bid to host the 2024 World Field Championships. And would be roughly in the second half of August in 2024 and we have to have in by April. Would need a letter of support from AA by February for Lakeland Archers.

Also, on indoor Nationals I am not sure it is going to happen because we had the bid for April 16<sup>th</sup> to 18<sup>th</sup> at the Bold Center. We are going to make a call in the first two weeks of January whether we are going to cancel it. But AC had asked to put in a bid for 3 years 2021-23. Which he did. If he does get it then he would like to have the use of the block targets for the practice range.

This to be cleared with Dallas.

Provincials, we had the bid in to host them last year but that didn't happen. Are we going to get first crack at them when we do have them? Mike says he will have to check with the board about this. Just reintroduce the bid to Dallas and cc me on it. We can get the ball rolling. Yeah we spent a lot of money on that one before it got shut down.

Chris, thought it went well. Dawn and Tricia helped with the chats and thought it went well.

Maybe we should look at doing it this way. It is not dependent on you going to a provincials. Leads to more participation.

We had 32 people registered for this event. The landing page had 89 people visits. We also got someone else to step up and join the executive.

Appendix A

First Name	Last Name	Attend
Angela	Wiley	X
Ann	Neumeyer	X
Barry	Peters	X
Caroline	Laue	X
Christopher	Mella	X
Dallas	Matfin	X
Dan	Jensen	X
David	Austen	X
Dawn	Groszko	X
Doug	Bowes	X
Helen	Colbourne	X
Jason	Opp	X
Jessica	Fogg	X
Jude	Hooey	X
Kevin	Brayford	X
Larry	Nikoleychuk	X
Laurice	Block	X
Mark	Steiner	X
Mike	Downham	X
Mikyla	Miller	X
Mitchel	Diaz	X
Monica	Higgins	X
Osieline	Marshall	X
Pauline	Schaub	X
Ralph	Schimanke	X
Ray	Neumeyer	X
Rene	Schaub	X
Susan	Gehlert	X
Tami	Filgas	X
Tricia	Oshiro	X
Wayne	Puchinger	X
Jannessa	Daniel	X
Board Members		