

# **FCTKD – ANNUAL GENERAL MEETING – FEB 18, 2012**

**In attendance: Meleah Silverthorn, Rob Silverthorn, Dave Wilkins, Lori Wilkins, Dave Herugers, John Campbell, Joe Azevido, Bryan Johnstone, Lianne Johnstone, Mr Gagel**

**Chaired by Rob Silverthorn in place of Donna Beauchamp....handed over to Lori Wilkins post election.**

## **1. Election of Directors:**

**Nominated: Amy Lee, John Campbell, Roland Luckas, Rob Silverthorn, Alison Williams, Lori Wilkins, Lianne Johnstone (nominated by B Johnstone seconded by Mr Gagel), Kevin Kress (nominated by John Campbell seconded by Mr. Gagel), Karen Peckham (nominated by Dave Wilkins seconded by Lori Wilkins)**

**Executive: Lori Wilkins for President (nominated by Donna Beauchamp seconded Rob Silverthorn)...voted and passed. Amy Lee Vice President nominated by Doug Gagel seconded by Dave Wilkins....voted and passed. Rob Silverthorn Vice President nominated by Doug Gagel seconded by Dave Wilkins.....voted and passed. Meleah Silverthorn Treasurer (nominated by Doug Gagel seconded by Dave Wilkins) voted and passed. Position for Secretary to be polled by schools and filled next meeting (possibly via email/electronic query).**

## **2. Finance:**

**STKD submitted Quarterly dues as of Feb 18, 2012 of \$136.25**

**2011 Summary was reviewed, and voted to be accepted with condition that correct STKD and WOC dues reflecting in spreadsheet and reprinted. Vote called to accept and passed.**

**JLMT 2011 and Dominoe's Pizza arrangement for sales kickback still pending but acknowledged that coming (Lori Wilkins info).**

**John Campbell notify executive that FCTKD Website fees due, approx \$100.**

## **3. First Aid:**

**John Campbell reminding that Instructors due to Renew Certifications. Quoted price \$105.00 from Laura McNeil of LMAC CPR with minimum of 10 participants.**

## **4. Spectrum:**

**Dave Wilkins and Doug Gagel had meetings with Ross Fair and City. Advertising Electronic thru Fall 2011 and in Published in 2012. Arrangement with PUC is that registration fees would be directed to schools through FCTKD. Letter to PUC**

## **5. Tournament 10<sup>th</sup> Anniversary:**

**Sunday May 6, 2012. Saturday afternoon setup at Clarke Road Secondary School. T-shirt design done. Crown Awards in U.S. to do double sided medals. Casting cost of \$250. and each medal at \$3.39 per unit. Total est cost \$1660.00 (93 Gold/Silver, 186 Bronze), possibility of Grand Master Award. With gift memento (plaque) to each visiting school head. Caretaker fee approx \$350. Pre reg \$25 at door \$30.**

- 6. Black Belt Test:**  
**June 1<sup>st</sup>, 2012,**  
**1<sup>st</sup> DAN - Kevin Cressman, Tammy Herygers, Robin Pospoky, John Campbell,**  
**Mike Bridgeman, Dustin Laye, Joe Bondy, Eric Reimer**  
**2<sup>nd</sup> DAN - Patrick Benetiz, Alex Manners, Amy Lee, Ken Ripley, Scott Baker, Dave**  
**Heryugers,**  
**4<sup>th</sup> DAN – advancing Geoff Heard**
- 7. Picnic**  
**June 16, 2012. Brock and Ryouku**
- 8. Awards Banquet 2012:**  
**November 10, 2012 tentatively,**  
**Pricing by Joe A from Strathroy Portuguese Hall and Lori Wilkins at London**  
**Wosley Barracks.**
- 9. FCTKD Meeting Dates 2012, Westmount Library, London:**  
**May 27, 2012 at 14:00**  
**August 25, 2012 at 14:00**  
**October 27, 2012 at 14:00**  
**January 19, 2013**

**From:** Johnstone, Bryan (OPP) <Bryan.Johnstone@opp.ca>  
**To:** Lianne STKD - Johnstone (Lianne.johnstone@bell.net) <Lianne.johnstone@bell.net>  
**Date:** Nov 27, 2022 11:55:25 AM  
**Subject:** FW: [Fctkdmembers-list] Fwd: Fw: Fwd: Re: FCTKD - General Meetingminutes - May 27, 2012  
**Attachments:** ape.gif, ATT1587333.txt

-----Original Message-----

From: fctkdmembers-list-bounces@forestcitytkd.com <fctkdmembers-list-bounces@forestcitytkd.com> On Behalf Of lori.wilkins@ryokuseikido.com  
Sent: 31-May-12 11:47 AM  
To: FCTKD Directors <FCTKDDirectors-list@forestcitytkd.com>; FCTKD Executive <FCTKDExecutive-list@forestcitytkd.com>; FCTKD Members <FCTKDMembers-list@forestcitytkd.com>  
Subject: [Fctkdmembers-list] Fwd: Fw: Fwd: Re: FCTKD - General Meetingminutes - May 27, 2012

----- Original Message -----

Subject: Fw: Fwd: Re: FCTKD - General Meeting minutes - May 27, 2012  
Date: Thu, 31 May 2012 11:42:15 -0400 (Eastern Daylight Time)  
From: "Lori Wilkins" <lori@lbn.on.ca>  
To: "Lori Wilkins" <lori.wilkins@ryokuseikido.com>

FCTKD – General Meeting May 27, 2012

In attendance: Lori Wilkins, Dave Wilkins, Ruth Braun, Kevin Kress, Laura Hunt, Karen Peckham, Eric Reimer, Amy Lee, John Campbell, Doug Gagel

Regrets: Bryan Johnstone

1. Motion to accept minutes from FCTKD Annual General Meeting from Feb. 18, 2012 by Lori Wilkins, second by Amy Lee

New members: Kevin Kress (director), motion by Lori Wilkins, Second by Amy Lee Ruth Braun(treasurer), motion by Lori Wilkins, Second by Laura Hunt Eric Reimer(director), motion by Lori Wilkins, Second by Kevin Kress Laura Hunt(secretary), motion by Dave Wilkins, Second by Ruth Braun Motion to accept Dave Wilkins, seconded by Amy Lee, voted and passed.

Alison Williams to be added as a Director, motion by Lori Wilkins, Second by Kevin Kress

Resignations: Meleah Silverthorn as Treasurer, Ruth Braun to assume, motion by Lori Wilkins, Second by Laura Hunt Rob Silverthorn as Vice President, motion by Dave Wilkins to defer to the Fall meeting for new vp to be named so people could consider the position  
, Second by Ruth Braun>

2. Canada Day, Sunday, July 1, 2012

Karen Peckham has arranged with Randy Warden to have space at Harris Park for FCTKD. The booth is free and we will be the only martial arts group present.

The time is from 11:30 to 6 or until fireworks for us to remain there if we would like.

There will be free stage time for self defense and pattern demos hopefully

- still checking on scheduling.

Each school is to have times slotted in for them to have representatives to show what they know and have learned, essentially being an ambassador for their school, World Seikido and FCTKD.

Doug Gagel will have Barry Benstead to canvas for hours from the schools. Dave Wilkins to get Barry the telephone numbers.

There will be two to three students from each school for approximately 2 to 3 hours.

A tent has been arranged and Karen Peckham and Ruth Braun have kindly offered the use of their plastic tables.

Temp tattoos, fridge magnets and pamphlets will be available to those that stop by for info and Lori Wilkins will be making a draw box for people to put their names and numbers in for the chance to win an eight week session at the school located closest to the winner. Will also have the World Seikido banner - have to

check with Master Zeke, the Canadian, the Japanese and the Korean flags up as well. Have also to check with Master Zeke for mats for the demonstrations.

Would like all schools to promote this demonstration so that we are successful in promoting World Seikido.

### 3. Picnic on June 23, 2012 at Dorchester Community Park and Pavilion

Lori and Dave Wilkins made up fliers and handed them to the present schools to hand out to their students. Lori Wilkins will send a copy, via e-mail, to John Campbell.

The pavilion is rented until 2:30

There is a small charge per family

The picnic budget was bumped from \$400 to \$450 as per suggestion from John Campbell

, motioned by Lori > Wilkins, Second by John Campbell.

**From:** Johnstone, Bryan (OPP) <Bryan.Johnstone@opp.ca>  
**To:** Lianne STKD - Johnstone (Lianne.johnstone@bell.net) <Lianne.johnstone@bell.net>  
**Date:** Nov 27, 2022 11:55:43 AM  
**Subject:** FW: [Fctkdmembers-list] Fwd: Fw: Fwd: General minutes, second half!  
**Attachments:** 01\_splash\_puppy\_03b\_en.gif, ATT1587394.txt

-----Original Message-----

From: fctkdmembers-list-bounces@forestcitytkd.com <fctkdmembers-list-bounces@forestcitytkd.com> On Behalf Of lori.wilkins@ryokuseikido.com  
Sent: 31-May-12 11:47 AM  
To: FCTKD Directors <FCTKDDirectors-list@forestcitytkd.com>; FCTKD Executive <FCTKDExecutive-list@forestcitytkd.com>; FCTKD Members <FCTKDMembers-list@forestcitytkd.com>  
Subject: [Fctkdmembers-list] Fwd: Fw: Fwd: General minutes, second half!

----- Original Message -----

Subject: Fw: Fwd: General minutes, second half!  
Date: Thu, 31 May 2012 11:42:56 -0400 (Eastern Daylight Time)  
From: "Lori Wilkins" <lori@lbn.on.ca>  
To: "Lori Wilkins" <lori.wilkins@ryokuseikido.com>

-----Original Message-----\_

\_\_\_ 5/31/2012 11:41:14 AM

\_\_\_ Fw: Fwd: General minutes, second half!

#### 4. Fund Raising

Purpose – to purchase sparring gear for all the schools. Each student

will get a set of gear in a bag that is theirs to hang on to as long as they are a member of FCTKD

A deposit and waiver will be signed before handing equipment to students.

Bowling night was a big success ~ \$1600 net profit

Rheo Thompson Chocolates were purchased with the bowling profit.

Ninety

per cent sold in the first four or five days.

More were bought for the tournament, we need all schools to push selling the remaining chocolates so that we can all benefit.

There is a possible net profit of ~ \$5500 to made if we sell the remaining boxes

#### 5. Tournament

Went very well. Small glitch during registration, but it has been ironed out.

Next year there will only be pre-registration. Everybody will be registered 2 to 3 weeks prior to the tournament

Registration will be done on the web with a Pay-Pal account

Since it was the 10th anniversary of the JLMT, there were additional expenses i.e. awards, tennis balls etch, we broke even

A date for the 2013 tournament will be secured in the next couple of weeks. Sunday tournament went well and will be booked again for a Sunday.

Photo's were fabulous and the same company will be there next year, but located in the gym so we get a bigger kick back.

Black belts are to be in uniform and not street clothes

Meetings for volunteers due to miss-calculations. \* possible that the Board Reps talk to the volunteers and teach them how to score, it can not be participating students.

Perhaps, Fanshawe College for the volunteers instead of high school students?

6. Awards Banquet November 24, 2012

Celebrating the 25th year of FCTKD

To be held at the Imperio on Falcon street. The Imperio is working very hard to accommodate our budget and have dropped the children's fees by \$5.00 and there will be no

bar tender fee. Also the Corkage fee has been dropped.

The hall accommodates up to 400 people

The possibility of a fall fund raiser to reduce the cost of the banquet

Lori Wilkins talked of a collage to be posted on the wall of the years of FCTKD

Kevin Kress and Dave Wilkins to look into party favours through marketing companies

7. Next meeting: August 25, 2012 at Port Stanley at Dave and Lori Wilkins pier/boat

To be informal and relaxed and a chance to get to know and have a good time

Pot luck/bbq

8. Kevin Kress brought up about a Self defense for Senior men and asked if he could use FCTKD's address list

Motion by Kevin Kress, Second by Doug Gagel

Adjourned

**From:** Johnstone, Bryan (OPP) <Bryan.Johnstone@opp.ca>  
**To:** Lianne STKD - Johnstone (Lianne.johnstone@bell.net) <Lianne.johnstone@bell.net>  
**Date:** Nov 27, 2022 11:56:33 AM  
**Subject:** FW: [Fctkdmembers-list] August General Meeting Minutes

-----Original Message-----

From: fctkdmembers-list-bounces@forestcitytkd.com <fctkdmembers-list-bounces@forestcitytkd.com> On Behalf Of lori.wilkins@ryokuseikido.com  
Sent: 19-Sep-12 3:10 PM  
To: FCTKD Directors <FCTKDDirectors-list@forestcitytkd.com>; FCTKD Executive <FCTKDExecutive-list@forestcitytkd.com>; FCTKD Members <FCTKDMembers-list@forestcitytkd.com>  
Subject: [Fctkdmembers-list] August General Meeting Minutes

In attendance: Ruth Braun, Laura Hunt, Karen Peckham, Doug Gagel, Lori Wilkins, David Wilkins, Bryan Johnstone, Leeann Johnstone

Regrets: Kevin Kress, Amy Lee, Eric Reimer, John Campbell

1. Motion to accept minutes from FCTKD General Meeting from May 27, 2012 by Lori Wilkins, Second by Ruth Braun
2. FCTKD Profit and Loss, Balance Sheets handed out. Motion to accept by Lori Wilkins, seconded by Bryan
3. Canada Day 2012 ~ There were 15 entries in our draw box. Lori has contacted the people. Was felt like it was a success, however, next year, flat ground is more suitable. Karen to talk with Randy Warden in regards to our 'spot' for 2013. Possibly more students at set times to give an even time for everyone to show their abilities. Karen also to look into the Children's ` Festival for 2013.
4. Picnic in Dorchester on June 11th, 2012 ~ turn out not so great. People not paying for soda and water, even when asked too. Ruth Braun stepped up and will supervise it for the 2013 picnic. Possibly have people pay in advance to ensure that they will be in attendance. Too much food left at the end of the day that was bought specifically for this day as people did not come that said they would. Idea to remove all the desserts and just have one dessert, therefore, have people bring more salads as we ran out this year. Unsure whether the 2013 picnic will be in London or Strathroy.
5. Fund raising ~ About 1000 chocolates left. In July, for 2 days, Lori, Karen, Dave and some of the children sold chocolates to the Wal Mart customers. Approximately sold about \$800 worth. The other schools are to get on board and sell, sell sell! The profits will benefit ALL schools.
6. 25th Anniversary ~ Instructors are to promote this. Will be held at the Imperio Club on Falcon Street in East London on November 24th, 2012. The hall holds 400 people and if we get 100 people to go, we do not pay for the hall. Lori has been talking with Sandra from the Imperio who has been more than willing and accommodating to help FCTKD. The menu will be: BBQ chicken, vegetable rice, potatoes, 2 salads, bun and butter and dessert. The ticket prices will be announced when we have all the costs in order and tabulated.  
. The bar tender and corking fees

are

waived. Trevor (Omar's father) to D.J \$325. Need help with set up and tear down. A suggestion was thrown out there that we bring a new unwrapped gift or food to give to the Food Bank. Need ideas for the gift table. Doug is going to try and have previous members join us since we are celebrating 25 years. Possibly give out crests to the members.

7. In the Spring, have all schools at the entrances to Masonville to sell chocolates. We must see if Masonville will even approve this. Have some kind of incentive program to encourage the schools to sell the most ~ trophy's and call them achievement awards. Not only have the students sell, but to promote the sport and their school. The question came up of how to do productive fundraising and get the families more involved?

8. Balance sheet ~ David Wilkins motioned to transfer \$448.17 from tournament funds into insurance account. Laura Hunt second this motion. This was put to a vote and passed. Just a quick question....can you motion a vote?

9. Bryan Johnstone talked about Pinefore park and advertising as a friend of FCTKD for Elizabeth on September 15, 2012. Non profit endorse it, it becomes free advertising . David Wilkins seconded.

10. Tournament will be pre registrations only, no registration on the day of! Instructors will be handing in the schools packages, not the individuals. Jerry (the photographer) will be located in the gym this coming year as he was not promoted. We as a club get a 20% kickback. Tournament to be held on a Sunday May 5 2013 as set up is much easier on a Saturday.

11. Possible inter-schools tournament to be held. Left over medals to be used are rewards ~ call it a Fun Day. Lori Wilkins motion to accept, David Wilkins seconded

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Fctkdmembers-list mailing list

Fctkdmembers-list@box559.bluehost.com

[http://box559.bluehost.com/mailman/listinfo/fctkdmembers-list\\_forestcitytkd.com](http://box559.bluehost.com/mailman/listinfo/fctkdmembers-list_forestcitytkd.com)



## **General Meeting Minutes of FCTKD April 5/2013**

In attendance: Lori Wilkins, Dave Wilkins, Ruth Braun, Karen Peckham, Nathan Wahl, Zeke Petkovic, Chad West, Bryan Johnstone, Lyn Gagel, Vidhu V. Kapur, Nicholas Armstrong, Kevin Kress, Barry Benstead, Joe Azevedo, Doug Gagel, Si Jia Molly Hu.

Regrets: Amy Lee and Laura Hunt.

Meeting Chaired by Lori Wilkins- President

### **Minutes**

Discussion of minutes, Motion to Accept: Dave Wilkins,

Seconded by Karen Peckham.

All in favour.

### **Old Business:**

**Bowling Fundraiser:** ticket sales at Bowling fundraiser will be 20 tickets for \$5.00.

### **St. Thomas Tournament**

There was some discussion about the tournament in St. Thomas hosted by St. Thomas Elite Tae Kwon Do at the YMCA for people going – getting attendees names in for our hosts.

### **JLM 2013 Tournament**

Our Tournament to be held on May 5<sup>th</sup>/13 at Clarke Road Secondary School

Black belts will be needed for judging

19 volunteers will be needed for ringside

Rental amount for tournament rental at Clarke Road Secondary School has been raised to almost double due to the Thames Valley Board reclassifying Non Profit Corporations fees and the government removing some of the grants given for rentals.

Photography will be set up in the gym this year.

Domino's Pizza will be set up again in cafeteria.

Bryan Johnstone is to call the Londoner and Metro Newspapers to let them know about the tournament.

Would like to consider moving tournament next year back to a Saturday due to high rental costs for Saturday / Sunday rental.

### **Picnic**

Picnic site has yet to be decided. Volunteers were asked to host the picnic. No one really responded - Master Gagel will speak with Master Taylor about the possibility of his club hosting for this year. Lori leaving this open until end of April to see if someone volunteers, otherwise picnic may be cancelled this year.

### **Christmas Banquet**

Christmas party may be held in Strathroy- there are potential problems with this site.

Master Azevedo will advise.

### **City of London Spectrum**

Dave Wilkins discussed problems with our involvement with the Spectrum program as per an e-mail rec'd by Lori Wilkins from Paul D'Hollander. E-mail states that the 2 year agreement is coming to an end and that basically, the city is not interested in going forward with our agreement. Our understanding was that the 2 year agreement was a trial basis and a meeting would be held to discuss going forward when the 2 years were up.

Master Gagel to contact Paul D'Hollander to see if he has misunderstood the information given to him with regards to our agreement. Information was given to Paul by his predecessor, who is no longer with the city of London.

### **July 1<sup>st</sup> Celebrations**

July 1<sup>st</sup> Celebration in Harris Park was discussed. Would like to have as many volunteers as possible this year again. It is a good way to advertise our curriculum without much cost. Would like everyone to be in uniforms this year rather than regular attire so that we represent ourselves in a more professional manner. More information to follow regarding times and locations.

### **New Business:**

New Members: Nathan Wahl,  
Chris West, Daanish AAhamed,  
Pradeep Venkatesh, Nicholas Armstrong,  
Vidhv Vishrvi Kapur, Si Jia Molly Hu

Motion to approve New Members: by Master Doug & Master  
Zeke.

Seconded by Master Benstead

All in Favour

Meeting Adjourned 8:15 pm

Next meeting: June 7, 2013 7:30pm. Victoria School

**From:** Johnstone, Bryan (OPP) <Bryan.Johnstone@opp.ca>  
**To:** Lianne STKD - Johnstone (Lianne.johnstone@bell.net) <Lianne.johnstone@bell.net>  
**Date:** Nov 27, 2022 11:57:43 AM  
**Subject:** FW: [Fctkdmembers-list] September 6, 2013 Meeting

-----Original Message-----

From: Fctkdmembers-list <fctkdmembers-list-bounces@forestcitytkd.com> On Behalf Of lori.wilkins@ryokuseikido.com  
Sent: 3-Sep-13 9:57 PM  
To: FCTKD Directors <FCTKDDirectors-list@forestcitytkd.com>; FCTKD Executive <FCTKDExecutive-list@forestcitytkd.com>; FCTKD Members <FCTKDMembers-list@forestcitytkd.com>; Grand Master Gagel <d.gagel@delcan.com>; Grand Master Petkovic <seikido@sympatico.ca>; Karen Peckham <karen\_peckham@hotmail.com>; Mom Braun <ruthbraun@rogers.com>  
Subject: [Fctkdmembers-list] September 6, 2013 Meeting

Hi Folks!

We had a meeting scheduled for this coming Friday night (September 6th). Unfortunately I'm going to have to cancel this meeting. Sorry for the short notice. I was in a car accident last week so I'm kind of hurting by the time the end of the day rolls around. There wasn't an awful lot to discuss because we are just coming back after the summer break. If you have anything to discuss please lets do it electronically.

Thanks Everyone!

Lori

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Fctkdmembers-list mailing list  
Fctkdmembers-list@box559.bluehost.com  
[http://box559.bluehost.com/mailman/listinfo/fctkdmembers-list\\_forestcitytkd.com](http://box559.bluehost.com/mailman/listinfo/fctkdmembers-list_forestcitytkd.com)

## **General Meeting Minutes of FCTKD April 5/2013**

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Regrets: Amy Lee and Laura Hunt.

Meeting Chaired by Lori Wilkins- President

### **Minutes**

Discussion of minutes, Motion to Accept: Dave Wilkins,

Seconded by Karen Peckham.

All in favour.

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**New Business:**

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Chris West, Daanish AAhamed,  
Pradeep Venkatesh, Nicholas Armstrong,  
Vidhv Vishrvi Kapur, Si Jia Molly Hu

Motion to approve New Members: by Master Doug & Master Zeke.

Seconded by Master Benstead

All in Favour

Meeting Adjourned 8:15 pm

Next meeting: June 7, 2013 7:30pm. Victoria School

## Forest City Taekwondo Quarterly Meeting – February 28, 2016

### In Attendance:

- Doug Gagel
- Patrick Benitez (Director)
- Darlene Chan (Director)
- Landon Chan
- Dave Wilkins (Director)
- Zeke Petkovic (Director)
- Liz Windover (Director)
- Barry Benstaad (Director)
- Amy Lee
- Kevin Broadbent
- Brian Johnstone (Director)
- Leanne Johnstone (Director) (SP??)
- Elaine Yu
- Alyssa Pandolfo
- Pradeep Venkatesh

### By Proxy:

- Linda Petkovic (Director)
- Lori Wilkins (Director)
- Haley Broadbent (Director)

### Elections For May 2016 – April 2017 Term

- President:
  - **Patrick Benitez**
    - Nominated by Dave Wilkins
    - Seconded by Barry Benstaad
    - Unanimously passed
- Vice President:
  - **Haley Broadbent**
    - Nominated by Dave Wilkins
    - Seconded by Doug Gagel
    - Voted in
  - Darlene Chan
    - Nominated by Patrick Benitez
    - Seconded by Doug Gagel
- Treasurer:
  - **Darlene Chan**
    - Nominated by Brian Johnstone
    - Seconded by Doug Gagel
    - Unanimously passed

- Secretary:
  - **Landon Chan**
    - Nominated by Pradeep Venkatesh
    - Seconded by Liz Windover
    - Unanimously passed
- New Members:
  - Alyssa Pandolfo (confirmed) (apandolf@uwo.ca)
  - Elaine Yu (confirmed) (eyu44@uwo.ca)
  - Cody Beard (confirmed) (cbeard4@uwo.ca)
  - Julie Tang (julie.tang98@gmail.com)  
*(2015 Exec member now in Toronto...motion to become member)*

#### Discussion: Forest City TKD Website

- Dave Wilkins: Would like to step down as website manager
- Liz Windover: Suggest creating an executive position for communications, include the website and Facebook group management
- Brian Johnstone: Given that many of the older members are not able to use facebook or websites effectively, would suggest that this executive position be designated to a younger member.
- Dave Wilkins: Would suggest using Wordpress or another development platform that is easier to use.
- Vote: Create a new executive position for communications including the website. Does not need to be a director (in the same vein as treasurer)
  - Motion by Liz Windover, seconded by Leanne
  - Official name: Communications & Outreach
  - Description includes building a new website using Wordpress and working with the executive council
  - Unanimously passed

#### Discussion: John Lemieux Memorial Tournament

- Dave Wilkins:
  - Date set for April 30<sup>th</sup>
  - Marketing: all schools should share the post and advertise.
  - Schools confirmed: Master Oh, other schools.
  - Medals will be ordered soon.
  - Tournament t-shirts will be ordered with a design. Shirts will be set aside for outside school owners who bring students
  - Black belt Volunteers: Schools need to confirm numbers for black belts who can run a ring
  - Volunteers: Shouldn't be drawn from the people who have to compete. Require at minimum 18-20 volunteers who will not be competing for scorekeeping / timekeeping / running.
- Brian Johnstone: Typically volunteers will leave early. We need people committed to stay. Masters need to communicate this with their students and their families.

- Dave Wilkins: Ensure that all correspondence is cc'd to Dave. Please confirm numbers
- Liz: Volunteers are also needed for the Friday to set up as well. Additionally, volunteers are needed for Saturday evening for clean up and storing of items.

#### Discussion: Awards Banquet

- Brian Johnstone
  - Proposes Imperial again, to look at 2 dates from Imperial before next meeting.
  - If anyone wants to look at a cheaper place, they are welcome to do so, as long as they have a date confirmed by August meeting.
- Haley Broadbent (by proxy): Will look at Imperial and other places.
- Dave Wilkins
  - Reminder that Patrick can have a discussion between meetings over email.
  - Votes can be called between meetings as long as enough votes are there.

#### Discussion: Annual Picnic

- Liz Windover:
  - Liz Windover and Barry Bedstead will volunteer to find a spot and coordinate the picnic
  - Options include Gibbons, Dorchester Park

#### Discussion: Finances (Balance Sheet / Income Statement)

- Dave Wilkins:
  - Tournament is making roughly \$2400 profit, which is typically given to the general fund. Roughly \$1300 is given to the general fund.
  - Explanation of balance sheet and income statement.
  - The Misc expense for 2015 is website fees
- Pradeep Venkatesh: The misc expense for the Christmas banquet is for the DJ, which caused a \$350 loss for the banquet overall. In the future, we should try to book the DJ earlier so that the cost can be folded into the tickets. Ideally, the banquet should be revenue-neutral.

#### Discussion: Tournament Team

- Dave Wilkins
  - Tournament is currently our only source of income. This goes to covering the cost of insurance for the schools (lowers cost for individual students)
  - Difficult to fundraise for the Christmas party or other similar expenses.
  - We have money in the general fund
  - We have certain supporters in the larger community, such as Master Oh and Master Simard



- Suggestion: Create a roving tournament team that is combined from different students from each school (10-15 overall). This team will be subsidized to go to 3-4 tournaments in the year. This team should also travel with a few black belts to help the tournament run.
- Clarification: These are OPEN tournaments, not specifically ITF sanctioned tournaments. Therefore, we do not need to be ITF member schools to participate.
- Benefits:
  - Exposure of FCTKD to grow the annual tournament
  - Benefits to the individual students who are on the team. This team should change its membership every tournament, to allow for more exposure for students.
- Costs:
  - Master Oh: 10 students x \$50 each= roughly \$500 + travel money (if fully subsidized)
  - Toronto Mississauga tournament: \$65 each + travel
  - Master Carey:
    - Profits could then be used to pay for the banquet, which has none
- Brian Johnstone: Would highly recommend the Mississauga tournament. Very well run and very large. Profitable. The tournament had board breaking, which was a significant money maker.
- Amy Lee: Should the tournament subsidized team be chosen based on need (i.e., students who can't afford)
- Liz Windover: Clarification: This suggests that X amount of dollars will stay in the tournament fund for the next year tournament, and the rest would be transferred to a new account for the tournament team?
  - Dave Wilkins: Yes, essentially. This would be separate from the war chest
- Brian Johnstone: This is just a reallocation of the money in the general fund. Technically, non-profits are not allowed to sit on capital like we currently have in the general fund.
- Dave Wilkins: Need to assign a \$\$ amount for this on a trial basis for the first year. Based on that, we will look at how many students we can take for a given tournament.
- Brian Johnstone: Should this be fully funded?
  - Dave Wilkins: This is more of a marketing expense for our tournament, rather than subsidization of students.
- Vote: Creating a new account for this tournament fund
  - Unanimously passed
- Dave Wilkins: Would like to include Master Taylor's school in this team, if he wants to be part of this. In addition to any World Seikido schools (all 7).
- Pradeep Venkatesh: Rather than dictating the number of students, we should look at allocating a certain amount of money first.
- Darlene Chan: We can allocate some money from the general fund.

Discussion: Club School Dues to FCTKD for 2016

- Brian Johnstone: Supposed to be 10% of student fees after rental expenses. This goes to cover insurance for the schools.
- Darlene: Add Master Zeke's clubs to club fees list (now that he is no longer at Victoria Hospital).
- Liz Windover: Add her school as well

Discussion: Next Meeting Time

- Patrick: Tentative next meeting shortly after tournament/before picnic, i.e. month of May.

## **Forest City Taekwondo Quarterly Meeting 2 – June 5<sup>th</sup>, 2016.**

### **Attendance:**

- Patrick Benitez (President/Director)
- Haley Broadbent (Vice President)
- Darlene Chan (Treasurer/Director)
- Doug Gagel
- Zeke Petkovic (Director)
- Landon Chan (Secretary)
- Liz Windover (Director)
- Brian Johnstone (Director)
- Dave Wilkins (Director)
- Lori Wilkins
- Elaine Yu (Member)
- Alyssa Pandolfo (Member)
- Liam Bannigan
- Kevin Broadbent

### **Elections:**

- Liam Bannigan (New Member)

### **Discussion: JLM Tournament 2016 & 2017**

- JLM Tournament 2016, Profit: \$3330.71
- income and expense, no invoice from Dominos (\$460 Max.), we get 10% overall sales
- 9 brand new schools participated (average 10 students), feedback “they’ll come back”
- cannot rely on other schools black-belts (2/3 the judges as our Seikido black-belts)
- centre judges allowing fighters to spar without gloves? WTF schools don’t wear gloves, if punching to head is allowed, gloves must be mandatory
- Windsor schools brought many black-belts, could easily bring 50 plus students in future
- fall training for centre judges?
- centre judges keeping opinions to themselves based on training from other schools
- potential 1000 competitor tournaments, we can get there, first step is confirming volunteers (long term goals)
- tournament registration process ran rather smooth
- online registration requires Window Space architecture, leave Blue Host and use Go Daddy (paying American website in Canadian dollars, works out a bit cheaper)
- some masters of schools ask for refund for students not attending, some let us keep the money

- we have no full contact, sparing is more about skill than pounding on each other
- heightened level of aggression (St. Clair TKD competitors, both coached by same individual)
- dad of 1 individual “beat him to kill him”
- mom of another 1 “kick her head off”
- concussion awareness talk? get literature from them, invite black-belts from other schools, certificate for attending seminar
- Master Oh’s student Bailey vs. other girl, heated fight and frustration from both sides
- need commitment from black-belts or we’ll be forced to stop our tournaments
- conversation about how we’re going to engage our past and current black-belts to be a part of the tournament
- buy system caused problems, Landon issued bronze instead of silver, Landon shall be awarded a silver medal
- 40 plus different colour belt events for each category (JLM 2016)
- 9 different black-belt pattern events and 8 sparring events, 30 plus male fighters and 6 female (JLM 2016)
- significant growth for black-belt categories, real growth potential
- tournament t-shirts (pre-order \$17, day of \$20), ordered 146 shirts, income issue (\$774 defecate) due to lack of pre-orders, 89 shirts leftover, assorted sizes (sell for \$15), extras not sold can be used for door prizes, wait for the picnic for first sales of \$15 shirts, we gave away 1 t-shirt at tournament

#### Discussion: JLM Tournament 2017

- anticipating more participants, need more planning, black-belts and volunteers
- school owners meeting regarding JLM Tournament 2017? start planning now
- need 8 rings
- week earlier for tournament
- need bigger numbers for female category
- real growth potential, need to take tournament more seriously to reach future goals

#### Discussion: Annual Picnic

- tournament t-shirts for \$15 at picnic
- personal expenses, Liz Windover - \$150 Brain Johnstone - \$60
- propane cost has not been covered (\$11 or \$15)
- no rental fee for barbecue
- need money and number of tickets sold from each school, follow instructions in email using tally system

- soccer game, maybe instead of organizing a soccer game, bring a soccer ball and let the game organize itself
- tug of war
- forced to look outside city for park space because London parks are all booked before our meetings
- prices have went up to rent park spaces in Middle Sex County

#### Discussion: Annual Awards Banquet

- same hall
- same DJ (\$350)
- awards banquet date, November 19<sup>th</sup>
- vegetarian dishes were skipped, need separate meals that are not sitting at grand table (special food requirement people), hall needs clear direction, at least 7 vegetarians, how much is a vegetarian and vegan dish going to cost
- earlier advertisement to avoid further issues
- deadline to buy awards banquet tickets will be a week before party

#### Discussion: Club Credit Card

- held by a single source (treasurer) to avoid issues about security of money, treasurer and president have control of card
- we will keep the cheque system, but credit card will be easier to use
- \$5000 budget
- motioned by Patrick Benitez for credit card, seconded by Brian Johnstone, unanimously passed

#### Discussion: Forest City TKD Website

- UWO students are the best bet to fill position of who is in control of website
- sustain on point to update website and have a position for social media advertisement, does not have to be a member, just has to be interested to help advertise
- Google self defence and Seikido comes up
- Dave Wilkins has access to website, pending on person to fill position, corrections must be made

### Discussion: Opening of New Schools

- people who want to open school must see if area is open
- has to get blessings from Grand Masters
- decide to run on commercial or non-profit
- wants to open schools at Fanshawe and Bishop Towns
- needs to know rules of non-profit, has to agree to rules, fees, insurance that we abide by

### Discussion: New Business

- AC being charged as extra cost (Thames Valley Board), against policy of non-profit organization
- we need to make sure we do not have an open door for any undesirables to enter
- need yearly checks of instructors
- liability issue for assistant instructors to be alone and teach without an instructor present
- screening, working with children & at risk individuals
- screening for volunteers, can be filled out online, mailed directly to you
- at minimum a police records check must be made
- 1 specific time of year where Forest City must send out letter regarding police checks (February)
- future police checks (January 2017), 2017 each instructor will have a police records check
- each school must have signature for new insurance policy, print off harassment policy and have instructors print, sign and date, have any volunteers and instructors sign
- date for next meeting, mid September, Patrick will send out emails

1:25PM meeting adjourned

## **Forest City Taekwondo Quarterly Meeting 3 – September 10<sup>th</sup>, 2016.**

### **Attendance:**

- Patrick Benitez (President)
- Haley Broadbent (Vice President)
- Darlene Chan (Treasurer)
- Landon Chan (Secretary)
- Zeke Petkovic (Director)
- Linda Petkovic (Member)
- Brian Johnstone (Director)
- Liz Windover (Director)
- Dave Wilkins (Director)
- Barry Bensted (Director)
- Alyssa Pandolfo (Member)
- Liam Bannigan (Member)
- Kevin Broadbent

### **Discussion: Annual Awards Banquet**

- Imperio Hall (Portuguese Club) or Ukrainian Hall?
- \$20 flat rate per person (try to make clear that volunteering for Seikido events can drop future ticket prices), toddlers free
- Motion (Dave Wilkins) “November 19<sup>th</sup> for Awards Banquet”, unanimously passed
- Motion (Dave Wilkins) “Imperio Hall”, unanimously passed
- # of vegetarian guests must be known ahead of time for hall to prepare accordingly
- Door prices? Donations, go to commercial stores (ex. Superstore, Dollar Store) asking for goods for our non-profit organization, increase diversity, pamphlets distributed to various stores as you’re out and about, goodie bags for kids
- Allison for colouring contest
- Event logistics to be led by Haley Broadbent at the assistance/guidance from the club.

### **Discussion: JLM Tournament Planning 2017**

- Tournament profit is an excellent fundraising source for the club
- Politics, if schools come to our tournaments we need to go to theirs? We need to start sending people to tournaments as it will feed more revenue to us and increase profits which in turn will be used back into the club for events, subsidization, etc.
- Funds allocation also toward training and prep for tournament logistics and organization
- Motion (Dave Wilkins) “Say we send 14 students, 2 per school, subsidized fully, plus a few black-belts (no charge), will influence others to participate in our tournament”, gas expenses/car pooling will be covered. If 1 school is unable to go they must advise the existing President (Patrick Benitez), who will then re-distribute tickets to other schools.

- Gift certificate given to people providing transportation?
- May need 8 rings, may need to change venue in future as tournament size increases.
- With size and complexity growth, it is increasingly important that all centre judges be in the same mind set (part of training/tournament prep). We can draw international status judges in if we have the support of our black-belts and get all the current and retired black-belts to come in and help make sure the tournament runs smooth.
- Small in house training/prep tournament, 3 or 4 rings, train black-belt judges in pattern, self defence and sparring judging, hand out extra medals to participants.
- Some corner judges were hesitant of calling points, which is why training is so important
- Training for black-belts from other schools as well is important.
- Need coaches as well for our students.
- May 6<sup>th</sup> for JLM Tournament date.
- Gloves worn must be confirmed by centre judge, proper gloves/equipment should be stored away and brought out only for tournaments.
- Consideration: No contact to head by hand or foot for colour belts. The no contact sparring influences controlled techniques. With our light contact rule many kids are getting hurt, little kids may not understand what light contact is and different masters have different thoughts on what light contact is - leaves room for discrepancy and unneeded risk especially in light on insurance and a growing tournament size.
- Concussion prevention, limit as much as possible, concussion awareness seminar for our black-belts, concussion prevention exercises part as tournament prep.

#### Discussion: Club Dues

- All club dues have been collected and are up to date
- Set time frame for payment of club dues?
- Motion (Patrick Benitez) "1 lump sum, club dues date change to end of June each calendar year", unanimously passed

#### Discussion: Club Credit Card

- Saves having to write cheques.
- Non-profit organizations must do annual return, provide proof/paperwork of doing income taxes to apply for a corporate credit card
- Our executive team needs to provide social insurance number annually as part of the income annual return.
- Pre-paid credit card, debit card? BMO, Capital One. President will look into.

#### Discussion: Website Update

- Show connections to non-profit organizations, have a short statement about FCTKD with a link and logo, promote our non-profit organization, new FCTKD site
- helps bring our marketing up, bring people to us.



- Going to purchase year subscription with Go Daddy, gives us time to develop template for tournament registration and make new site.
- UWO students who are web savvy can help - be on look out to advertise and fill requirements as is excellent opportunity for experience and resume as well.

#### Discussion: Yellow Page

- Motion (Dave Wilkins) “1 year trial, \$40 a month to get us top placement for Yellow Pages online, gives us 20 key words searches (ex. Taekwondo, Aikido, fitness, weight loss, MMA etc.) which will have us pop up at the top, all schools will be listed with maps to show location”, unanimously passed.
- Ask new students, “How did you find us?”, ex. found us though Google, Facebook, Yellow Pages
- All schools need web and social media presence.
- YouTube channel for Seikido.
- UWO students with specific skills can help.

#### Discussion: Insurance Policy:

- Harassment Policy, get black-belts and students to sign copy and submit it, should go when we get our insurance renewed, ties with yearly renewal of our insurance.
- Motion (Dave Wilkins) “On every yearly insurance renewal, Masters will send out Harassment Policy so people who work with youth can review and sign it”, unanimously passed.

#### Discussion: Other:

- Motion (Dave Wilkins) “FCTKD registers as a participant of the Samkomiko fundraising sale, this will help us grow, and possibly offset our tournament travel fund”, etc. Unanimously passed.

#### Discussion: Next Year’s Meetings

- Next meeting January 14<sup>th</sup>
- March
- June
- September or October

2:33PM meeting adjourned