

Tournament Meeting – Monday, Feb. 12, 2007
(held at the Victoria Dojang)

Attendance: Fatima Almeida, Ken Ripley, Lori Wilkins, Dave Wilkins, Alison Williams, Zeke Petkovic, Barry Benstead, Amanda Zimmerman, Caleb Zimmerman, David Herygers, Allen Lambiers, James Hodgson, Sharon Rosenberg, Tom Gougoulas, Karim Khan, Elizabeth Saika, Jolanta Dabrowski, Stefan Dabrowski

D. Wilkins reported on negotiations with U.W.O. for Alumni Hall venue. Due to delays, the Tournament will be held at Althouse College on Saturday, April 14, 2007. L. Wilkins reported there was \$3,047.00 in the Tournament fund. K. Khan was checking into the cost and arrangements for chairs, parking and clean-up. D. Wilkins stated the information packages for the Tournament would be mailed by the end of February. A. Williams suggested the overall theme of "Good Sportsmanship in Action" for the Tournament. This theme would be tied into t-shirts and mailings.

Trophies: Trophies are the largest cost for the Tournament. T. Gougoulas suggested that some of the leftover trophies from last year be used as prizes for Self-Defense and Weapons categories. B. Benstead, J. Dabrowski and S. Dabrowski will work together to order new trophies and count the number of trophies from last year. Motion for these actions put forth by D. Wilkins and seconded by A. Williams. Motion passed.

General Discussion: Althouse Gym is approximately 70' X 90' leaving room for 6 rings instead of the previous 8 rings of the Alumni Hall auditorium. Fees for participation set at \$35.00 in advance, \$40.00 at the door and \$5.00 for each extra event. Club was to promote pre-registration with completed forms and payment; forms and payment should be submitted for validation a minimum of a week before the Tournament. Spectator fee will be \$3.00 with a maximum fee of \$5.00 per family. U. W. O. students would get in free with a valid student card. Black belts assisting with the Tournament would also enter for free.

Volunteers: High School volunteers would be organized by T. Gougoulas. Each Seikido school should submit a list of volunteers for Friday night set-up and Saturday activities. Timekeepers, Scorekeepers and Runners to distribute trophies. A meeting will be scheduled a week before the tournament to review rules and judging procedures (ie. what's meant by "light contact") for Black belts. A sheet listing the Black Belt volunteers would need to indicate whether they would be participating in the tournament.

First Aid: D. Wilkins was to approach his student Steve MacAvoy to provide first aid.

Security: Dana and Abe

Pre-Registration: F. Almeida, T. Potter, A. Williams

Advertising: P. Valente, ^{Morin} ~~SEIKO~~

Snack Booth: ~~Dana~~ Maria, Abe, Cindy MacAvoy.

Equipment Sales: arranged by and handled by Master Steve Pasquale of Twin Mountain Martial Arts.

It was agreed to skip the demo and go directly into the Tournament after the Opening Ceremony. Start time of 10:00 am sharp must be observed. Ring Judges would control break times.

Next Tournament meeting set for Monday, March 5, 2007.

Annual General Meeting – Monday, Feb. 28, 2007
(held at the Victoria Dojang)

Attendance: Fatima Almeida, Ken Ripley, Jo-Anne Windover, Elizabeth Windover, Lori Wilkins, Dave Wilkins, Alison Williams, Zeke Petkovic, Barry Benstead, Caleb Zimmerman, David Herygers, James Hodgson, Jolanta Dabrowski, Stefan Dabrowski, Brad Bas, Trish Potter, Pat Valente, Bryan Johnstone.

Nominations for Officers and Directors: All presently standing Officers agreed to remain in their current positions. A motion was made by B. Johnstone that F.C.T.K.D. expand the number of Vice President positions to three. Motion seconded by D. Wilkins. Motion carried. B. Johnstone nominated Trish Potter for second Vice President. The nomination was seconded by D. Wilkins. Trish Potter accepted the nomination and the motion was passed. J. Windover retired from her position as Director. L. Windover was nominated by Z. Petkovic to open Director's position; seconded by T. Potter. Motion carried. Stefan Dabrowski was also nominated for Director by Z. Petkovic; seconded by D. Wilkins. Motion carried. Bryan Johnstone was nominated by D. Wilkins for Director; seconded by T. Potter. Trish Potter was nominated for Director's position by Z. Petkovic; seconded by D. Wilkins. Motion carried. L. Windover nominated Caleb Zimmerman for voting membership; seconded by F. Almeida. Motion carried. D. Wilkins nominated Dave Herygers for voting membership; seconded by F. Almeida. Motion carried.

Insurance: D. Wilkins reported on *Sports and Fitness Canada* concerning Insurance. He contacted his independent Insurance broker and obtained a package to fill out for the different club branches. D. Wilkins and Z. Petkovic filled out the common factors for different clubs. After the different schools fill out the applications, D. Wilkins will send out a memo concerning insurance. It was discussed whether the Insurance company would need certification for Instructors; D. Wilkins was to find out. Can-Fit offers a standardized, national course for training instructors. Head Instructors should know First Aid. The Insurance company would also need to know what the different clubs generate in terms of dollars and a mechanism would be needed to deal with the fluctuating number of students. An Annual Financial Report will be sent to the Insurance company. D. Wilkins expected to have a quote concerning cost of Insurance in a couple of weeks. A meeting to deal with the state of Insurance was set for Wednesday, March 28, 2007. The Board of Directors and all Head Instructors must attend.

Forest City Tae Kwon Do Financial Report for 2006: Treasurer L. Wilkins provided a printed statement of club finances (see printout for details). She noted funds for t-shirts were transferred from Tournament Fund to the General Fund. A motion to accept the Financial Report for 2006 as written was made by T. Potter and seconded by L. Windover. Motion carried.

Fund Raising: D. Wilkins was researching different fund-raising options for non-profit organizations. D. Wilkins was also working on a web site (separate from but linked to World Seikido site) with S. Dabrowski and C. Zimmerman. Working with Master Steve Pasquale of Twin Mountains Martial Arts, the new web site would offer equipment for

sale to raise funds for club. Profit from sales would go to non-profit club. Any exchanges would be handled by Master Pasquale. Head Instructors would be encouraged to sell to their students at a "Student Discount"; there would be a commission of 50% for the Instructor and 50% profit to F.C.T.K.D. D. Wilkins to send a price list to the Head Instructors when the prices become available.

Other ideas for fund-raising included: club t-shirts and club jewelry (featuring John Lemieux's Seikido logo design) to be offered for sale was suggested. L. Wilkins was to provide information to B. Johnstone concerning minimum orders for chocolate bars. It was also discussed that a Black Belt Tax of \$50.00 a year to be introduced sometime in the future.

Picnic: L. Windover was to check if the pavilion at Komoka was still available for a Saturday or Sunday in June.

Motion to adjourn made by L. Windover and seconded by F. Almeida. Motion carried.

Tournament Meeting – March 5, 2007
(held at the Victoria Dojang)

Attendance: Fatima Almeida, David Jukema, Lori Wilkins, Dave Wilkins, Alison Williams, Zeke Petkovic, Mila Petkovic, Barry Benstead, Erin Ren, Caleb Zimmerman, Trish Potter, Karin Hirooka, Karim Khan, Meri Tjipto, Pat Valente, Darlene Morin

Motion to accept minutes from Annual Meeting made by D. Wilkins and seconded by Barry Benstead. Motion carried.

General Discussion: D. Wilkins and K. Khan reported on situation with Tournament setting at Althouse College. There was a \$40.00/hr fee to drop-off chairs. Volunteers would set up chairs and do clean-up and set up of rings. The club was still awaiting confirmation concerning the parking situation - ie. can we get parking for free or at what cost? It was specified that the Tournament would be providing its own food.

Master Russell Taylor and Master Doug Gagel would Co-Directors for the Tournament. An invitation was to be extended to other schools for a workshop for Black Belts who plan to volunteer as Judges and referees. Workshop was to be scheduled a week to two weeks before the Tournament. Other issues were being sure to start on time and having terms such as "light contact" more clearly defined for the different arts. Each competitor should wear body armour. Communication needed to be clear and precise. T-shirt designs were still in the works at this time. P. Valente noted that the club must control expenses. L. Wilkins noted that the money from the Tournament actually belonged to U.W.O. Seikido.

Trophies: The price of the trophies rose but due to leftover trophies from the previous year's tournament the overall cost has remained the same. Trophies will be distributed in the same categories as last year.

First Aid: Steve MacAvoy and Michael Lefebvre to provide first aid; possibly Brian Schimdt.

Security: Dana and Abe

Pre-Registration: The Registration Package would be distributed by D. Wilkins, B. Benstead and F. Almeida. Any registration forms submitted or postmarked with a date later than April 04, 2007 would not be considered as pre-registered. F. Almeida was organizing the volunteers for the Registration table to process the competitors. C. Zimmerman to update the club website and re-design the Tournament registration form that can be downloaded from there.

Advertising: P. Valente. would submit Tournament information to The Londoner. There was no response as yet from "The Western Gazette" and "The A Channel". "Radio Western" was also to be approached. Posters would put up in the Residences and Campus Bulletin Boards of U.W.O.

Snack Booth: Darlene Morin and Cindy MacAvoy. were organizing the Snack booth. There would be an emphasis on healthy snacks such as: Banana Bread, muffins, veggies with dips and juices and water. The number of items to be purchased would be guided by the numbers from last years sales. Any leftovers would be used at the club picnic. Food for Volunteers and the Masters would be provided; using tickets found in the tag vouchers given to them.

Set-Up for Tournament: The College will open up the gym by 7:00 pm, Friday April 13th. Chairs will need to be transported up to the mezzanine for spectators. Only competitors and judges will be permitted on the gym floor. Food and Equipment sales would be set up on the mezzanine.

Motion to adjourn made by B. Benstead and seconded by A. Williams. Motion carried.

General Meeting, September 12, 2007

ATTENDANCE: Patricia Potter, Dave Wilkins, Lori Wilkins, Master Zeke Petkovic, Tom Gougoulas, Caleb Zimmerman, Elizabeth Saika, Ken Ripley, Elizabeth Windover, Mike Bridgeman, Barry Benstead, Master Doug Gagel, Alison Williams.

CITY CONTRACT WITH FCTKD –Changes in Policy

The meeting began with a presentation from London City representative Michelle Kerr. She spoke about the changes in city policy concerning partnerships with groups offering classes through the Spectrum catalogue. Despite the fact the policy paper put forward at the meeting was not actually the final copy, it was stated that the City was asking for \$5 million dollars of Liability coverage. Also it was noted that the clause # 5.8 of the new proposed contract would cause conflict with club practices; 5.8 states that “Spectrum” classes must not be mixed with regular club classes: “The Service Provider (FCTKD) shall ensure that only participants registered with the City’s Recreation Program are allowed to participate in the Recreation Program.”

After Ms. Kerr left a discussion between members followed.

Master D. Gagel and E. Windover favored going along with the new agreement. D. Wilkins had issues with the city misrepresenting information to him in the past. Master Z. Petkovic stated the city had difficulties with the non-profit FCTKD due to pressure from Private clubs trying to edge into the Spectrum courses and complaining that clubs like FCTKD were getting an “edge”. Master Z. Petkovic wished to negotiate with the city. D. Wilkins noted that FCTKD serves a segment of the city that would not otherwise have the opportunity to participate in martial arts due to expensive private club fees. B. Benstead questioned the lack of an “exit clause” for FCTKD in the new contract and C. Zimmerman commented that the openness between club branches could be lost due to the city’s new policies. T. Gougoulas noted that since all schools would submit 5% in Dues and Fees to FCTKD the various students should be able to visit all the branch schools. Though no date was settled upon it was deemed prudent to set up a “meet and greet” with city officials to remind them of the seventeen years of service of FCTKD and present our issues to them directly. Master D. Gagel suggested the club lawyer should review the city’s new contract. E. Windover motioned that funds be extended for the legal review of the new policy; seconded by C. Zimmerman. Motion carried. P. Potter would send an email to Michelle Kerr to notify her that the club was seeking legal advice.

DUES AND REMITTANCE: D. Wilkins submitted a proposal for a Dues Remittance worksheet to be utilized by the different schools’ Head Instructors to calculate the amount each school would owe FCTKD in Dues. P. Potter had concerns that due to “exceptions” to the worksheet’s presently defined format that the club needed the details concerning the “exceptions” also defined before we could proceed with a vote. C. Zimmerman suggested that an acceptance vote on worksheet be postponed until further details concerning alternate agreements with FCTKD are worked out.

RELATIONSHIP BETWEEN FCTKD AND WORLD SEIKIDO: D. Wilkins presented a list of Instructors for 2007. Also presented was a formal contract of the agreement between FCTKD and World Seikido. This was draw up by D. Wilkins, CEO of The Art in consultation with the Founders, Master Doug Gagel and Master Zeke Petkovic. The Agreement was to formalize and standardize the structure that new instructors were to follow concerning the establishment of their own branch schools. It also covered expectations for instructors' behaviour (Founders of World Seikido can remove or suspend an Instructor at anytime, upon notification FCTKD agreed to also remove or suspend the Instructor until such time as he or she would be reinstated). Another example addressed the issue that new programs or new locations for programs must first be approved by the Founders of World Seikido.

T. Gougoulas moved that the Agreement be accepted; seconded by C. Zimmerman. Motion passed. The Agreement was signed by Master Zeke Petkovic, Master Doug Gagel, Alison Williams (for absent President Fatima Almeida) and by Patricia Potter, Vice President.

FINANCIAL REPORT: L. Wilkins was still waiting for certain receipts concerning expenses for the Annual Picnic before she could present a final report.

INSURANCE: Insurance costs were up to date and covered.

ANNIVERSARY: In consultation with Master Gagel, E. Windover booked the Komoka Community Centre for Saturday, November 24th, 2007. E. Windover request for cheque for deposit for the booking of Komoka Community Centre. D. Wilkins expressed concern that communication was not open concerning the date and that such decisions need to follow a defined structure before they are finalized. P. Potter apologized for the mix-up, as it had been understood that the Founders' wishes only were needed to proceed. In future, such decisions would need the approval of the Executive and Board of Directors before they could be finalized. C. Zimmerman suggested that different meetings could be set up to organize the activities of the different club events in order to reduce the complexity and length of different meetings.

The meeting was adjourned.

20th Anniversary Committee Meeting

Oct. 24, 2007

8:30 pm to 9:45pm,

Victoria DoJang

Attendance: Elizabeth Windover, Jo-Anne Windover, Patricia Potter, Stefan Dabrowski, Jolanta Dabrowski, Pat Valente, Rob Coates, Ken Ripley, Tom Gougoulas, Barry Benstead, Zeke Petkovic Bryan Johnstone, Doug Gagel, Alison Williams

Meeting chaired by P. Potter and involved a discussion and decision on the format for the upcoming 20th Anniversary Celebration on Nov. 24, 2007 at the Komoka Community Centre. The Founders approved the format of a meal followed by speeches and then awards presentations. There would be no DJ but B. Benstead arrange for stereo to play incidental music.

Decisions ran as follows:

Tickets: *J. Windover* was to handle the printing of tickets. Pricing was set at \$20.00/Adults; \$12.00/Kids and a maximum of \$60.00 per family. Doors for the party would open at 5:30 pm and dinner would be at 6:30pm. *E. Windover* would distribute tickets to *B. Benstead* for sale at Bonaventure and Saunders schools, to *Master Petkovic* for U.W.O. schools and to *Master Gagel* to be passed onto *Master Joe Azevedo* for his club and to *Master Taylor* for the Forest club.

Food: *B. Johnstone* was to make arrangements with M&J catering and agreed to talk to Rick Sinclair concerning the liquor policy for the Komoka Community Centre. *Master Gagel* and *P. Potter* were to fill out Special Occasion Liquor permit form and purchase liquor for the bar. Juice and Pop would also have to be purchased. \$3.00 per glass of beer or wine or mixed drink and a \$0.50/a glass was set for juice or pop. The meal would be a hot meal in a two-sided buffet style of Chicken and Roast Beef. *B. Benstead* agreed to purchase plastic plates and utensils and napkins and *P. Potter* agreed to donate glasses for the bar. *Master Gagel* volunteered to ask former student *Brian Souper* to provide an anniversary cake for the celebration.

Decoration: *A. Williams* agreed to coordinate decoration of the hall. An email requesting old photos of the past 20 years of the club will be sent out as well as a request for volunteers for setting up. *S. Dabrowski* volunteered to set up a digital display of photos and there will be a physical display of photos as well. Photos must be labeled with dates and names of donators so they can be returned after the celebration. *A. Williams* will produce a banner featuring “Seikido” in Asian writing on paper provided by *E. Windover* (time permitting a banner with the club tenets in similar writing will also be made). *A. Williams* will also purchase balloons and if possible Chinese lanterns. Set-Up, if permitted by Komoka Community Centre, will begin at 8:00 am, Saturday, Nov. 24th and go on until 1:00 pm. *Master Petkovic* was to provide the purple Seikido Banner for decoration.

Advertising: *P. Valente* agreed to place an ad in “The Londoner” *P. Potter’s* phone number would be given as a contact person for ticket purchase and info. *B. Benstead* volunteered to distribute tickets to those who ordered them from *P. Potter*. *E. Windover* agreed to post the Anniversary info on the club web site.

Awards: The distribution of the various awards was not decided. Certain awards are the responsibilities of the different branch schools. *J. Dabrowski* noted she would need to receive the different names of the awards recipients at least two weeks before the event in order to finish the engraving in time. A meeting to establish the list of award winners needs to set in the next week at the various schools.

Meeting adjourned.

20th ANNIVERSARY COMMITTEE MEETING
Nov. 12, 2007

Attendance: Patricia Potter, Jo-Anne Windover, Elizabeth windover, Ken Ripley, Zeke Petkovic, Doug Gagel

Tickets: Tickets to be sold at door will be permitted. Master D. Gagel to call other Masters. J. Windover printed 205 tickets and distributed them in increments of 15.

Decorations: K. Ripley to ask Bryan Johnston if he has Seikido banner and table paper. E. Windover received confirmation that Komoka Community Centre would be opened at 8:00 am. Stephan Dabrowski to set-up digital display. There will also be a photo display. E. Windover to ask Barry Benstead about music.

Food: Liquor liscense could not be obtained without individual taking personal liability. P. Potter to contact caterer about making a couple of punches for event. P. Potter also agreed to purchase bottles of water. Brian Souper had agreed to make the special Anniversary cake. Master Z. Petkovic agreed to call Jeff Jeard concerning liquor liscence.

Master D. Gagel would send Alumni list to Meri Tjipto.

Awards: Jolanta Dabrowski had the trophies. Masters D. Gagel and Z. Petkovic were to make a decision concerning the World Seikido award.

Advertising: Pat Valente had placed ad in The Londoner and made a couple of radio announcements.

Next meeting set for Dec. 12th, 2007.

GENERAL MEETING, DEC. 12, 2007
Victoria Dojang

Attendance: Patricia Potter, Dave Wilkins, Zeke Petkovic, Tom Gougoulas, Pat Valente, Barry Benstead, Doug Gagel, Srdjana Ratkovic, James.....,, Mike.....,Alison Williams

Josie Josten, representing the City of London, came to the club to discuss Forest City Tae Kwon Do Club's current and future status with the city. This specifically pertains to the "Purchase of Service" agreement through the Department of Recreation's *Spectrum* courses.

J. Josten explained that changes in policy for the *Spectrum* courses would come into effect for the Fall 2008; until that time FCTKD's present agreement would continue. FCTKD would have until the end of May 2008 to negotiate a new arrangement for the Fall programs.

Options for the club were discussed. J. Josten pointed out that in cases where the City provided the venue, the City may release the space and there would be no guarantee the club could rent the space before it was given to another group. If FCTKD or individual instructors booked the space and then approached the City, the club/instructor would then control the space. Also, it would not be permitted that students from the different branches could practice at all the different schools; they would have to stay at the school at which they are registered with the City. Also, through *Spectrum*, the City was looking to offer only Introductory programs. Any students wishing to continue their learning experience could sign-up for the same Introductory course again.

J. Josten stated that the City's position is that FCTKD has two options for the Fall of 2008.

Option #1: instructors go on the City Payroll.

Option #2: FCTKD must operate as a "Club" and book their own space.

D.Wilkins observed that FCTKD's club structure needs to be defined for effective communication with the City. Many of the various sports/clubs are operating differently and in their own way. There appeared to be a systemic misunderstanding of FCTKD as a registered, non-profit corporation.

After J. Josten left a discussion continued among club members. P.Potter noted that FCTKD should decide what it needed to do to move forward with negotiations with the City. B.Benstead stated he was unwilling to go on the City's payroll and was supported by Master D. Gagel. D.Wilkins stated that the City's current position seems dedicated to eliminating Martial Arts from the *Spectrum* courses entirely and that the Dept. of Recreation is following a profit-making approach to the courses that would remain. As understood by Club members this would be in conflict with the City's stated mission to provide opportunities for activities for those citizens who could otherwise never afford such activities through the available commercial clubs/services. P.Potter put forward,

supported by Master Z. Petkovic, that the minutes of our meeting be collated and that a letter be sent to the City's Head of the Dept. of Recreation. A meeting with Directors and Club Executives would be arranged with the Department Head in order to further negotiations. The letter was to be sent out within the next couple of weeks.

Meeting adjourned.

ANNUAL MEETING, Feb. 23, 2008
Residence of Dave and Lori Wilkins

Attendance: Alison Williams, Bryan Johnstone, John Campbell, Ken Ripley, Jo-Anne Windover, Elizabeth Windover, Mike Bridgman, Amanda Zimmerman, Caleb Zimmerman, Dave Wilkins, Lori Wilkins, Joe Azevedo, Dave Herygers, Tammy Herygers, Kevin Hammond, Rob Silverthorn, Meleah Silverthorn, Patricia Potter (chair), Doug Gagel, Barry Benstead.

First Issue on Agenda: *Forest City Tae Kwon Do's relationship with the City of London:* D. Wilkins and B. Benstead investigated partnership between FCTKD and the City. It was recognized that the City was confused by FCTKD's structure and required \$5 million in liability insurance from the club. It was also the City's preference that Instructors be on City payroll. Options for the Club in this situation included Instructors, as representatives of FCTKD, negotiate with venues of their choosing for a branch school.. An example was D. Wilkins' experience with being closed out of Bonaventure Public School and moving on to negotiate with another school. He and M. Bridgman were scheduled to talk with a new school on Wednesday, Feb. 27th, 2008. There would need to be a formal written agreement between School Board, the individual school principals and instructors. Saunder's branch faced similar challenges. It was noted that the Ministry of Education was providing money for schools to develop community programs; this could provide excellent opportunities for FCTKD. To a degree, this situation was being hampered by interference from the City trying to insert itself in negotiations. Also, any programs that ran past certain times in schools would have to pay custodial fees. E. Windover noted that it might benefit the club to stress the idea that we are providing a program that services a need in the community that is not met by any other club. This could be more fully promoted through our own advertising, Demonstration Team performances and even day-long seminars.

It was chosen to maintain a relationship with the City at this time as far as is possible. P. Potter was to respond to City by Friday (Feb. 29th). Beyond that, the club would pursue informal approaches to individual city councilors to let them know that FCTKD wishes to maintain a relationship with the Parks and Recreation Department. D. Wilkins, B. Benstead and D. Gagel would formalize the structure between City and FCTKD Non-Profit by the end of March.

Second Issue on Agenda: *Elections for Officers and Directors' positions:* Fatima Almeida and Meri Matthies were stepping down as President and First Vice Principal respectively. Bryan Johnstone was stepping down a Director. D. Wilkins motioned to increase the number of Directors by 2 and the number of Vice Presidents by 1; seconded by B. Johnstone. A Directorship would be left open for the Lakeside school in Forest and for Master Dan Grimmick's Boulle St. school.

D. Wilkins nominated C. Zimmerman for President; seconded by L. Wilkins. E. Windover nominated P. Potter. C. Zimmerman's nomination passed. P. Potter remained standing as Vice President. E. Windover was nominated for second Vice President by D.

Wilkins; seconded by D. Herygers. Nomination passed. B. Benstead was nominated by D. Wilkins for the position of third Vice President; seconded by E. Windover. Nomination passed. Alison Williams would remain standing as Secretary until 2009. Lori Wilkins would also remain standing as club Treasurer. Meleah Silverthorn was nominated for the position of Assistant Treasurer by D. Wilkins; seconded by J. Azevedo. Nomination passed. K. Hammond nominated J. Campbell for the position of Director; seconded by D. Gagel. Nomination passed.

For an up-to-date list of Directors see Appendix 1.

Third Issue on Agenda: *Financial Report:* The financial report was presented by Treasurer L. Wilkins. B. Johnstone moved that the Financial Report be accepted as stated; seconded by C. Zimmerman. See Appendix 2A through C for a full report.

Events: *Tournament:* The John Lemieux Memorial Tournament was set for May 17th at the Carling Heights Community Centre. The first meeting of the Tournament Committee was set for March 1st, 2008. D. Wilkins motioned to begin purchasing of food stuffs for the event; the amount to be later submitted to the Executive after the Tournament Meeting; seconded by B. Johnstone. *Picnic:* The Annual Picnic was set for Sunday, June 22nd, 2008 at the Komoka Community Centre.

For a list of Club meetings over the next year, see last page of Appendix 1.

Meeting adjourned.

Tournament Meeting – March 1, 2008
(held at Dave Wilkins house)

Attendance: Caleb Zimmerman, Amanda Zimmerman, Ken Ripley, Pat Valente, Rob Silverthorn, Dana Hazelwood, John Campbell, Dave Wilkins, Doug Gagel, Meleah Silverthorn, Mike Bridgman, Bryan Johnstone, Lori Wilkins

Date and Location: This year's tournament will be held on May 17, 2008 at the Carling Heights Optimist Community Centre. We will have access to the meeting room in order to serve food at 11:30am. Access will be provided to us from 9pm to 10pm the night before in order to setup. The facility will be secured that night.

Fees: The spectator fee for this year has been eliminated. To compensate for the lost revenue, the competitor fee has been raised to \$45; or \$40 if the participant pre-registers.

Food: Lori W and Mike B are handling food at this year's tournament. John C volunteered to research pizza options. We will have juice, water and pop for sale. There will also be fruit and a few chocolate bars as was done at last year's tournament.

Volunteers: Dave W has spoken with Clarke Road Secondary School and they will be advertising for volunteers. They will be arranging a training session at Clarke Road SS for timekeepers and scorers before the tournament. All schools need to canvas for volunteers among those students not competing. ***Please e-mail back to Dave W with a list of available volunteers at your school by March 22nd.**

Registration: Caleb Z will be taking care of registration again this year. Pre-registration must be received by May 1st; no exceptions this year. Mailings will be sent out on March 22nd. Need to find people to take care of the registration desk.

Rules: Colour belt competitions will be completely finished before any black belt competitions this year in order to resolve judge availability issues from last year. There will be an Executive Division (45+) for sparring and self defense.

T-Shirts: Amanda Z presented a design for this years t-shirts. There are some modifications to be done to it. Once she's finished, the t-shirt pre-order form will be drafted. Pre-orders must come with money this year; no exceptions. Pat V was able to find high quality shirts at a discount for us. Dave W will be taking shirts and design to Steve Pascoe to silk screen.

Trophies: Dave W is speaking with a local trophy company to get a second quote. Once he has that, he'll go with the quote that has the best quality and price.

First Aid: Steve Macavoy has volunteered for first aid duty again. Dave W will be talking to others to get more volunteers.

Media: Pat V will handle the media as he did last year.

Next Meeting is on March 29th at 2:30pm at Dave W's house.

FCTKD – Post-Tournament Meeting

Held: May 24, 2009 @ 1pm

Attendees: Mike Bridgman, Ken Ripley, Donna Beauchamp, Rob Silverthorn, Meleah Silverthorn, Dave Wilkins, Lori Wilkins, Caleb Zimmerman, Amanda Zimmerman, Joe Azevedo, Grand Master Gagel, Bryan Johnstone, Angie Baty, Dana Hazelwood.

Prepared By: Donna Beauchamp

Agenda: 1 – 2009 Results
2 – 2010 Objective
3 – 2010 Pre-planning

Item 1 – 2009 Results

- Profit approximately \$250; \$1,600-\$1,700 decrease in trophy costs.
- Number of competitors remained consistent
- Decrease in number of participants competing in 3 events resulted in a lower Gross Income.

Item 2 - 2010 Objective

- At minimum, maintain number of competitors; strive to increase
 - Master Thabit has made it mandatory for his students to attend the tournament
 - **Action Item** – Grand Master Gagel to confirm if and when tournament is advertised at Mississauga schools.
- Encourage participation in 3 events
 - Consideration was given to awarding grand championship to those with highest total of all 3 events in each group

Item 3 - 2010 Pre-Planning

- **Tournament 2010**
 - Saturday, May 1, 2010
 - Carling Heights Optimist Community Centre
 - The gym has been booked for Friday June 30th 6 pm to 10 pm (allowing us 4 hours to setup), and Saturday May 1st from 8 am to 7 pm.
 - Crest/logo for shirts etc will be based from the Strathroy Dragon
- **Timers**
 - New/improved timers have been purchased for schools to be used at next tournament
 - **Action Item** – Dave to distribute to all instructors

Prepared: June 2, 2009

FCTKD – Post-Tournament Meeting

- **Change Order of Competitions**

- Want to incorporate a formal break for competitors and volunteers
- Consideration given to scheduling Coloured Patterns and Sparring first (to allow youngest competitors to finish earlier) with Weapons, Self-Defense and Black Belts after the break
- Concern was expressed that holding Sparring events earlier may result in competitors being too tired and/or injured to effectively participate in the other events; namely, Weapons and Self-defense.

- **Start Times**

- Need to ensure we start on time!
- All judges must arrive no later than 9:30 a.m. so opening ceremony can commence on time.
- Volunteers to arrive at 9:30 a.m. as well. This year all volunteers did arrive on time so no concerns there
- Consideration to not allowing late judges to participate (?)
- During opening ceremony, have Black Belts introduce their 6 Master Dans with the rest introducing themselves.

- **Registration Details**

- Increase to 4 people for registration desk.
- Pre-ring assigning worked well; however, need to improve visual aids to assist competitors in determining where they need to be and when.
- Consideration given to posting the pre-ring assignments on the walls both outside the gym and at each ring. **Could we have one volunteer to ensure these lists are kept current throughout the day to avoid the confusion caused in 2009?** (Verbal announcements proved not to be enough)
- Master Gagel needs updated reports of registered competitors in a timely manner
- **Action Item:** Amanda to ensure Excel spreadsheet is altered to ensure necessary information is delivered quickly and easily to Master Gagel.

FCTKD – Post-Tournament Meeting

- **Judging/Scoring**

- Recordkeeping sheets to be revised to simplify the process for score/time keepers and trophy distributors.
- Require new procedure to allow the people distributing the trophies to be able to track outgoing divisions throughout the tournament.
- Suggested the Centre Judges be responsible to ensure the groups of competitors are evened out to avoid backlog of events.
- Ensuring consistency and attentiveness is maintained amongst ALL judges and referees. Suggested Centre Judges be aware it is their responsibility to clearly communicate their expectations to everyone in the ring.

- **Categories/Levels**

- Consideration was given to changing sparring categories. Suggested one category consist of 1st and 2nd levels and the other category consist of 3rd level and above.
- Discuss changing categories to include Male and Female together based on weight. Concern expressed and suggested that be allowed for exhibition sparring only.

- **Training/Education**

- Pre-clinic for Black Belt 1 month prior to tournament at Delaware and intermerial proven sufficient and successful
- **Action Item:** Bryan to provide schedule for Black Belt training for the year

- **Food for Volunteers and Black Belts**

- Definitely not using the same gentlemen again!
- All seemed to agree that Subway was a good idea. Discussed whether or not we order meals based on volunteers'/participants' pre-selection? Or do we simply order variety of 3 types and first come, first serve?
- Action Item – Mike to negotiate a deal with Subway to provide meals for volunteers and Black Belts and perhaps coupons to distribute to participants and spectators for a percentage off at Subway's location.
- Consideration: Do we have meals brought in to arena bas, or do we have runners to pick up food based on individuals' pre-selected request?

FCTKD – Post-Tournament Meeting

- **Trophies**

- Medals were a huge success!
- Discussed options for engraving: engrave year; provide sticker with year, negotiate deal with someone to provide discount on engraving for individuals wanting it.

- **Sponsors**

- All sponsors must be thanked at time of opening ceremony.
- Suggested a list be prepared and provided to Master Gagel prior to.

- **Equipment**

- Availability at time of tournament sparse. Very uncontrolled and chaotic for some competitors to suit up properly.
- More discussion needed to find the best manner to ensure all students have the equipment needed.

- **Miscellaneous Items:**

- Action Item: Master Gagel to email roster to Mike
- Mike to provide full corporate name to City to pursue our preference to book facilities through them
- T-shirts: we have a lot left over. Conversation on the selling remaining 2009 shirts for \$15.00. Decision made to offer up the remaining shirts for 16.00 same as per order amount for the next couple of months.

FCTKD – General Meeting

Held: January 30, 2010 @ 1pm

Attendees: Mike Bridgman, Ken Ripley, Donna Beauchamp, Dave Wilkins, Lori Wilkins, Joe Azevedo, Dave Hergyers, John Campbell, Marcel Leget, Liz Windover, Barry Benstead, Allison Williams, Pat Valenti

Prepared By: Donna Beauchamp

Agenda: 1 – Review Previous Meeting Minutes
2 – 2010 Objective
3 – 2010 Pre-planning

Item 1 – 2009 Results

- Profit approximately \$250; \$1,600-\$1,700 decrease in trophy costs.
- Number of competitors remained consistent
- Decrease in number of participants competing in 3 events resulted in a lower Gross Income.

Item 2 - 2010 Objective

- At minimum, maintain number of competitors; strive to increase
 - Master Thabit has made it mandatory for his students to attend the tournament
 - **Action Item** – Grand Master Gagel to confirm if and when tournament is advertised at Mississauga schools.
- Encourage participation in 3 events
 - Consideration was given to awarding grand championship to those with highest total of all 3 events in each group

Item 3 - 2010 Pre-Planning

- **Tournament 2010**
 - Saturday, May 1, 2010
 - Carling Heights Optimist Community Centre
 - The gym has been booked for Friday June 30th 6 pm to 10 pm (allowing us 4 hours to setup), and Saturday May 1st from 8 am to 7 pm.
 - Crest/logo for shirts etc will be based from the Strathroy Dragon
- **Timers**
 - New/improved timers have been purchased for schools to be used at next tournament
 - **Action Item** – Dave to distribute to all instructors

FCTKD – Post-Tournament Meeting

- **Change Order of Competitions**
 - Want to incorporate a formal break for competitors and volunteers
 - Consideration given to scheduling Coloured Patterns and Sparring first (to allow youngest competitors to finish earlier) with Weapons, Self-Defense and Black Belts after the break
 - Concern was expressed that holding Sparring events earlier may result in competitors being too tired and/or injured to effectively participate in the other events; namely, Weapons and Self-defense.
- **Start Times**
 - Need to ensure we start on time!
 - All judges must arrive no later than 9:30 a.m. so opening ceremony can commence on time.
 - Volunteers to arrive at 9:30 a.m. as well. This year all volunteers did arrive on time so no concerns there
 - Consideration to not allowing late judges to participate (?)
 - During opening ceremony, have Black Belts introduce their 6 Master Dans with the rest introducing themselves.
- **Registration Details**
 - Increase to 4 people for registration desk.
 - Pre-ring assigning worked well; however, need to improve visual aids to assist competitors in determining where they need to be and when.
 - Consideration given to posting the pre-ring assignments on the walls both outside the gym and at each ring. **Could we have one volunteer to ensure these lists are kept current throughout the day to avoid the confusion caused in 2009?** (Verbal announcements proved not to be enough)
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John Campbell – President
Dave Hergyers – VP
Liz Windover – VP
Joe Azevedo – Director
Mike Bridgman – Director
Barry Benstead – Director
Meleah Silverthorn – Director
Ken Ripley – Director
Allison Williams – Director
Dave Wilkins - Director

FCTKD – Post-Tournament Meeting

Lori Wilkins – Treasurer

Meleah Silverthorn – Assistant Treasurer

Donna Beauchamp – Secretary/Fundraising Coordinator

Pat Valenti – Media Relations

FCTKD – Post-Tournament Meeting

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Forest City Tae Kwon Do Annual Meeting February 12, 2011

Attendance: Dan Herygers; Tammy Herygers; Alison Williams; Dave Wilkins; Lori Wilkins; Rob Silverthorn; Meleah Silverthorn; Zeke Petkovic; Joe Azevedo; Roland Luckas; Marcel Leget; John Campbell; Ken Ripley; Douglas Gagel; Donna Beauchamp; Ammy Lee Barry Benstead; Elizabeth Windover; Bryan Johnstone; Rosa Leget.

The meeting was chaired by John Campbell.

1: Previous Meeting: The last meetings minutes revealed that no quorum had been available and as a result no club decisions were made. J. Campbell offered to send out the minutes from that meeting out by email again to other members. A motion to accept the minutes was made by D. Gagel and seconded by A. Lee. The motion was passed.

2: Awards Banquet: The report on the 2010 Awards Banquet held at the Moose Lodge in London was presented by L. Wilkins. A small profit was made. The food and the hall cost \$2,145.00 + rental. The 50/50 Draw and Raffle brought in \$165.75. Income was at \$45.60.

K. Ripley questioned the purpose of the "Awards" banquet – Was it for the students or simply a reason to party? K. Ripley expressed concern about Master B. Johnstone's award presentation being interrupted. Master Z. Petkovic apologized for the interruption. Master D. Gagel explained the origin of the Awards Banquet and that at first only two trophies had been handed out so that the ceremonies used to be much shorter. D. Herygers suggested a re-formatting of the banquet.

3: 2010 FCTKD Picnic: The club picnic was held in Dorchester and operated with a budget of \$400.00. \$398 and change was spent. The bottled water was donated by Ryoku School Students. B. Johnstone recommended rotating between three or four venues. Roland Luckas with help from the Strathroy club and Winds of Change club would arrange for the picnic in 2011. The exact date was not set at this time.

3: Fund Raising: D. Beauchamp reported that the gift card program raised \$92.00 for the club.

4: Treasurer's Report: The report was presented by L. Wilkins. There was a \$311.72 profit for the year. A motion to accept the report was made by M. Silverthorn. It was seconded by B. Benstead. A discussion followed where D. Beauchamp asked to treat the profit from the awards banquet. D. Herygers thought the extra money should go into the club's General Fund to insure the expenses such as FCTKD's Insurance cost would always be covered. D. Beauchamp moved the profits from 2010 be placed in the General Fund. It was seconded by D. Herygers. The motion passed.

5: New Members: A motion to accept Amy Lee, Roland Luckas and Rosa Luckas as new members was made by E. Windover. It was seconded by D. Wilkins. The motion was passed. D. Wilkins moved that the requirement that new members need to attend one full meeting before being able to be elected be waived for this year only. The motion was seconded by M. Silverthorn. The motion was passed with Master J. Azevedo objecting.

6: Nominations for Directors:

Lori Wilkins was nominated by D. Wilkins and seconded by R. Silverthorn. The nomination was passed.

Rob Silverthorn was nominated by L. Wilkins and seconded by E. Windover. The nomination was passed.

Donna Beauchamp was nominated by D. Wilkins and seconded by B. Benstead. The nomination was passed.

Amy Lee was nominated by B. Benstead and seconded by D. Herygers. The nomination was passed.

Marcel Leget was nominated by D. Herygers and seconded by J. Campbell. The nomination was passed.

Ken Ripley was nominated by D. Gagel but declined the nomination.

John Campbell was nominated by D. Gagel and seconded by B. Benstead. The nomination was passed.

Roland Luckas was nominated by M. Leget and seconded by T. Herygers. The nomination was passed.

Tammy Herygers was nominated by D. Gagel and seconded by R. Silverthorn. The nomination was passed.

Alison Williams was nominated by D. Gagel and seconded by R. Silverthorn. The nomination was passed.

Z. Petkovic moved that Kevin Kress of the Victoria school be asked to stand for Director. The motion was seconded by E. Windover. The motion passed. J. Campbell moved that Patrick Benitez of the UWO school also be asked to stand for Director. The motion was seconded by E. Windover. The motion was passed.

D. Wilkins moved the K. Kress and P. Benitez be excluded from this initial vote and if they accept their nominations they automatically be accepted as a Director. The motion was seconded by D. Gagel. The motion passed.

7: Nominations for the Executive:

President:

Donna Beauchamp was nominated by L. Wilkins and seconded by R. Silverthorn. The nomination passed.

Vice Presidents (2 to 3 positions):

Rob Silverthorn was nominated by L. Wilkins and seconded by Amy Lee. The nomination passed.

Marcel Leget was nominated by J. Campbell and seconded by T. Herygers. The nomination passed.

John Campbell was nominated by D. Beauchamp but declined the nomination.

Secretary:

Lianne Johnstone was nominated by D. Gagel and seconded by Tammy Herygers. The nomination passed.

Treasurer:

Meleah Silverthorn was nominated by E. Windover and seconded by A. Lee. The nomination was passed.

8: 2011 Tournament Report; The report was presented by D. Wilkins. The Tournament was set for Saturday, April 30th, 2011 at Clarke Road Secondary School. D. Wilkins described a need for certain number of Black Belt to run rings and serve as judges, as well as a number of volunteers for various tasks. Master D. Gagel was to run two Black Belt Judging Seminars previous to the Tournament date. Medals were to be awarded to participants. Tentative pricing was set at \$25 to \$30 for two events and \$5 for any extra events the participants chose engage in.

9: FCTKD Relationship with City: D. Gagel asked why the club was not listed in the city's Spectrum catalogue. D. Wilkins reported that the status of FCTKD had been in limbo until after the municipal election. Afterwards a meeting with Ross Fair and Paul D'Hollander produced no results or changes in the city's position. D. Wilkins contacted the new Mayor Joe Fontana by letter but received no reply. At the present time the city terminated the relationship with FCTKD but offered ½ page advertisement in the Spectrum catalogue and information about grants and funds available for non-profit organizations.

D. Beauchamp moved that FCTKD pursue a face to face meeting with Mayor Fontana with a pre-meeting among club members before that meeting to set the agenda. The motion was seconded by M. Silverthorn. The motion passed.

D. Wilkins declined further participation in negotiations. D. Gagel volunteered to pursue the meeting with Mayor Fontana. And requested information from D. Wilkins. A. Williams volunteered to design ½ page ad for the Spectrum catalogue. The ad deadline was March 4th, 2011.

10: Meeting Dates for 2011 (tentative):

May 28th, 2011 – General Meeting (Awards Banquet to be booked)

August 27th, 2011 – General Meeting

Nov. 19th, 2011 – General Meeting

2012 – January 14th

Motion to set aside \$360.00 + tax for Quick Books software for the Treasurer was made by M. Silverthorn and A. Lee. Motion passed.

11: Signing Authorities:

The need for new signing authorities was touched upon resulting in the confirmation that the three new people to have signing authority for FCTKD is Meleah Silverthorn, Donna Beauchamp and Marcel Leget.

A motion to adjourn was made by D. Beauchamp and seconded by D. Gagel. Motion passed.

Forest City Tae Kwon Do Annual Meeting

May 28, 2011

Attendance: Dave Herygers; Alison Williams; Dave Wilkins; Lori Wilkins; Rob Silverthorn; Meleah Silverthorn; Joe Azevedo; John Campbell; Donna Beauchamp; Amy Lee; Barry Benstead; Bryan Johnstone; Lianne Johnstone; Matt Hesser.

The meeting was chaired by Donna Beauchamp at Westmount Public Library.

1: Previous Meeting:

No discussion or review of last meetings minutes..

2: Post Tournament Review:

The report on the 2011 JLMT held at Clark Road SS London was presented by D. Wilkins. A profit of some \$1700.00 was made.

A base amount of \$5000 is in the Tournament Account for 2012. One hundred+ participants enrolled for tournament. There was a concern for late starts. Working to improve better times and installing better software for pre-tournament registration. Dave Wilkins and Mike Bridgeman will look into potential software.

Another item discussed was that the t-shirt fund be capped in the Forest City account at \$1500.00., and the profits of \$188.35 from 2011 Tournament tshirts sales be moved to the General Fund.

3: Forest City TaeKwonDo Insurance:

D. Wilkins proposed that a "Insurance Fund" be set up and be built up to the amount of \$2700.00 to cover the insurance for two years. The total cost for insurance \$1319.76 annually, approx. D.Wilkins made a motion and was seconded by Barry Benstead to support the motion. The motion passed.

Dave Wilkins made motion that the profit of approx \$700.00 from 2011 Tournament be transferred into the General Account, this was seconded by Rob Silverthorn. Voted and passed amongst members.

4: 2011 FCTKD Picnic:

The club picnic to be held in Strathroy June 11 and operated with a budget of \$400.00.

Request that all Clubs report their current numbers as soon as possible.

A motion was made by Dave Wilkins and seconded by Alison Williams to reimburse picnic fee's to attendees from General Fund. Vote passed by members. Each school to maintain log of tickets sold so each can reimburse appropriate amounts to attending families/individuals.

Request made to have ten T-shirts from 2011 Tournament donated to Picnic as door prizes. General request to members for door prize donations.

5: Club Donation:

D.Wilkins made motion to donate a cheque in the amount of \$255.25 to the Children's Hospital seconded by B.Johnstone. The motion passed.

6: New Members:

Motion to accept Matt Hesser was made by Barry Benstead. It was seconded by Rob Silverthorn. The motion was passed.

7: FCTKD Relationship with City:

Noted that D. Gagel et al continuing communications regarding remedying our standing with Parks and Recs. A. Williams designed ½ page ad for the Spectrum catalogue. The ad deadline was March 4th, 2011. Decision made in March?, not to pursue Ad placement until all avenues exhausted to resume previous program (Seikido) standing in Spectrum.

8: Awards Banquet/Gathering 2011:

Discussion revolved around reducing costs to members by not having a sitdown/buffet style dinner, but instead a later start 19:00hrs with social period, Awards presentations then music/dance later followed by light lunch. Opinion by some that this would be a better economical solution for many, alt opinion that more involved dinner seen by many participants only yearly outing. Silverthorns and Wilkins to gather more costing information in direction of lighter lunch/facilities, Johnstone to gather more costing information in direction of full dinner/facilities options using Catering co's and or Culinary Arts programs in London/Caradoc school systems. Direction for 2011 to be set in August meeting.

9: Fundraising:

Rob Silverthorn continued investigating feasibility of Casino Fundraising trip.....not viable at this time.

10: Schools Operations:

Alison Williams Womens Self Defence program needed another committed Black Belt volunteer to continue operating, Amy Lee elected to consider assisting Alison.

Alison requested that Website or any written/electronic media reflect accurate Schools locations/times for any Womens Self Defence referrals she might forward on to full Program Seikido schools.

11: Meeting Dates for 2011 (tentative):

August 27th, 2011 – General Meeting (Awards Banquet to be booked)

Nov. 19th, 2011 – General Meeting

2012 – January 14th

A motion to adjourn was made by D. Beauchamp and seconded by B Benstead. Motion passed.

August 2011 FCTKD Meeting***** Request clarification on final decision regarding: Motion Jan 2011 meeting to set aside \$360.00 + tax for Quick Books software for the Treasurer was made by M. Silverthorn and A. Lee. Motion passed.

Forest City Tae Kwon Do Annual Meeting

Aug 20, 2011

Attendance: Dave Wilkins; Lori Wilkins; Rob Silverthorn; Meleah Silverthorn; John Campbell; Donna Beauchamp; Amy Lee; Bryan Johnstone; Lianne Johnstone; Matt Hesser; Zirovad Petkovic; Doug Gagel; Marcel Leget; Dave Herygers.

The meeting was chaired by Donna Beauchamp at Mstr Gagels house.

1: Previous Meeting:

Minutes of previous meeting read by Bryan Johnstone. Motion to accept M Silverthorn seconded by John Campbell passed.

2: FCTKD Relationship with City:

2008 – 2010 400 registrants, \$16492 dollars to fctkd \$9380 kept by city over above 16K. 207 of 400 subsidized to some degree. City is divorcing themselves of promoting programming in Spectrum. At this point City will approve a two year pilot promoting fctkd programming, programs of 8 week duration on a quarterly frequency, where all participant program payments will be given to fctkd entirely BUT students that require partial or full subsidy will need to be drawn from the gross income for that quarter and will not be supported by City Subsidy account. City will promote Seikido program in Spectrum and web. Ross Fair not committed to association w/fctkd, Mayor Fontana onside, mutual association to be reviewed in two years (approx spring 2013). Concern within fctkd would be that at EOC city does not try to assume control of program.

Dave W put to consideration that of the 10% of subsidized school registrant fees paid to fctkd per term half of the 10%, contributed from London Spectrum participants, be set aside into a slush fund to fund subsidized students when nonpaying exceeds paying. Slush fund to be built up to the point where when students ability to pay a minimum course fee needs to be padded from said slush fund, access to slush governed by fctkd treasurer guided by a determined set of fund rules. Future interest in establishing a quality baseline that other non Seikido schools could tag onto Spectrum through fctkd....for discussion.

3: Forest City TaeKwonDo Insurance:

No change.

4: 2011 FCTKD Picnic:

The club picnic to be held in Strathroy June 11 and operated with a budget of \$400.00. \$174.75 profit. Total cost \$437.37, plus contrib of \$50 from Roland. WOC to be paid today but they have to complete and submit FCTKD form for request for refund. Motion to accept by Donna B. second by Doug G. and passed.

5: Club Donation:

Cheque to Children's Hosp, sent and acknowledgement rec'd by Silverthorn.

6: Financial:

No report changes from previous meeting.

Meleah request permission to destroy any FCTKD records eight years and older. Meleah motioned, Amy seconded, passed. She will retain any document within that are of possible legal nature.

Mr Johnstone submitted end of year student dues from Strathroy Tae Kwon Do to Meleah S.

7: Police Record Checks:

Mr Johnstone submitted 2011/2012 PRC to Donna B.

8: Awards Banquet/Gathering 2011:

Discussion revolved around reducing costs to members by not having a sitdown/buffet style dinner, but instead a later start 19:00hrs with social period, Awards presentations then music/dance later followed by light lunch. Opinion by some that this would be a better economical solution for many, alt opinion that more involved dinner seen by many participants only yearly outing. Silverthorns and Wilkins to gather more costing information in direction of lighter lunch/facilities, Johnstone to gather more costing information in direction of full dinner/facilities options using Catering co's and or Culinary Arts programs in London/Caradoc school systems. Direction for 2011 to be set in August meeting.

Proposed SPCC \$18.50 buffet style booking for Nov 12 or 19, 2011, plus DJ.

Bryan explained possibility of booking thru SDCI.

Donna B and Lori W reviewed last years cost est., for venues.

Lori W. Dorchester Optomist Club \$500, Belmont Caterer \$17.00 per plate buffet, kids to age 10 \$7.50. plus DJ and liquor license.

Group req book Nov 19th at Portuguese Hall Strathroy.

Donna will email costing of alt venues vs Strathroy first of week.

John C motioned to reserve Strathroy Nov 19 Matt seconded, passed.

9: Fundraising:

No report.

10: FCTKD Operations:

Next Quarterly meeting was Nov 27, 2011 which might conflict with Awards Banquet. Motion to move meeting to October 22, 2011

FCTKD regarding City Spectrum issue meeting Sept 24th 13:00 at Mst Gagels.

11: Meeting Dates for 2011 (tentative):

August 27th, 2011 – General Meeting (Awards Banquet to be booked) held August 20th .

Nov. 19th, 2011 – General Meeting

2012 – January 14th

A motion to adjourn was made by Dave W. and seconded by Rob Silverthorn. Motion passed.