

ASAA Executive Meeting Minutes

Thursday, January 17, 2019

Conference Call

Time 12:30 pm - 3:30 pm

In Attendance:

Rick Gilson - President

George Hoyt - Vice President

Cody Magneson - Director of Athletics

Sheila Garber - Director of Athletics

Hank Smid - Director of Athletics

Tim Main - Executive Member at Large

John Paton - Executive Director

Michael Steele - Senior Assistant Director

Deanna Metro - Assistant Director

Heidi MacDonald- Office Assistant

Shanna Kurylo - Unified Sports

Regrets: Drew Hanson - CIAAA, Morgan Munroe - Compliance Officer

Meeting was put into session at 12:34 PM by Rick Gilson

1.0 Adoption of the agenda (including amendments/additions if any)

It was moved and seconded to adopt the agenda

MOTION CARRIED

2.0 Adoption of the minutes from the Executive Meeting of December 5, 2018

It was moved and seconded to adopt the minutes from the Executive Meeting of Dec 5, 2018

MOTION CARRIED

3.0 Adoption of the web minutes from the Executive Meeting of December 5, 2018

It was moved and seconded to adopt the web minutes from the Executive Meeting of Dec 5, 2018

MOTION CARRIED

4.0 Evacuation Process / Housekeeping

The evacuation process was reviewed

5.0 Financial

5.1 Interim Financial Reports to January 16, 2019

It was moved and seconded to accept the updated unaudited/unadjusted financial report for Jan 16, 2019

MOTION CARRIED

6.0 Reports

6.1 Staff

Deanna - Waiting to finalize football expenses, missing invoices from one group.

Basketball prep is going well. Practicum student Joel Bundock was introduced.

Cheerleading is coming along, as is T&F. Had a coaching meeting with Tim Bjornson (ASC) on application of funds and coach evaluation project. Will be attending the SSC meeting in Ottawa next week. Working with other staff on the data re-organization and implementing the new file nomenclature for all office electronic files.

Mike- Provincial hosts calls are done for upcoming championships. Ongoing follow-up from Volleyball Hosts are occurring. Officials costs for VB are higher than expected and consume most of the Vball officials contingency fund of \$8,000. Registration fees will be higher next year due to small contingency left. Apparel sales after the event were \$8,300 and at events approx \$26,000. Sadly, the ASAA IT consultant Irf Quereshi passed away.

Mike created a cloud based google team drive for storage of all electronic files. EverActive Schools paying registration fee for school AD's to attend half day school sport forum in Lake Louise.. Livestream hubs will be purchased and we will add 5 wireless units to order to further assist hosts. Working on a proposal for a communications employee.

John- Submitted written report for review. Thanked Executive and staff for 25 year recognition. Prep school related issues are adding a lot of time to work loads of staff. Concerns around mis information being given to students. Wrote an educational piece on Prep schools and obtained some feedback. Staff contract renewals almost complete.

ACTION: John to work on modifying document for discussion at February Executive meeting

Heidi- Submitted report for review.

Shanna- Metro Bocce event reviewed. Will be attending Unified Conference in San Diego, sitting on NFHS coordinated panel discussion and hosting a Bocce round table. T&F receiving most current mercer table for scoring multi-events including Unified; Hytek system may possibly add this feature to all Hytek programs as a result of our inquiry. Has been taking recent survey results and using social media to share ways schools are recognizing athletes, teams, coaches and administration. Will be sharing ideas weekly.

Drew- Submitted written report for review.

Morgan - Submitted written report for review.

Joel- Introduction of self and career goals. Working on provincials events with Mike and Deanna.

6.2 Appeals

6.2.1 Recap of appeals

Report of all appeals this year submitted and reviewed. Will be regularly updated and added to Business arising section of Executive meeting folder

ACTION: To keep appeals data updated and load to Executive folder each month

6.2.2 Appeals Questions

None submitted

6.3 Executive

The Executive provided updates.

7.0 Business Arising

7.1 Action Items

The action items were reviewed and updated.

7.2 [IMPACT](#)

Additional presenters are still required. The timelines, presentors, agenda were reviewed.

7.3 Apparel update after Volleyball provincials (Mike)

Reviewed and discussed. Financial document was submitted. Discussion began of fund distribution to hosts. Staff discussed average returns to hosts from previous apparel supplier and that the returns are higher this year under the new agreement. Some profit back to ASAA will be used to purchase Sling Studio equipment for hosts to use. Staff meeting with Elite this Friday to discuss progress to date, financial figures and upcoming championship apparel numbers.

7.4 Ad Hoc eligibility Committee (include prep schools and educational transfer discussion)

Reviewed and discussed. Starting to pull names together for members. Suggested Independent School rep for committee. Look at key Commissioners of sports at hand. Reps from every zone, division. Ask for zones to contribute to cost of committee. Request of 3 executive members to each committee.

ACTION: Reps from all zones: Max 2, min 1 for committee. Invite Commissioners impacted. Send out invites. Send out 3-4 proposed dates for meetings

7.5 Strategic Plan review

Discussion occurred on committee members and timeline.

Reviewed and discussed. Conclude within 18 month window. Three Executive Committee members to be part of and oversee this Committee. ASAA Directors of Athletics on Executive to sit in when can.

The first meeting will occur as an in person session with follow up work meetings done electronically. Zone will be asked to cover sub cost, we cover rest. Suggested Saturday meeting to save sub costs, but will see what works best for zones.

7.5 Review new "Fundamentals of Coaching" course outline (Deanna)

Reviewed and discussed. Reviewed feedback for proposed course outline.

ACTION: Update of outline and course names to be presented at Feb Meeting.

8.0 New business

8.1 Appeals/requests:

8.1.1 School A - Request to Opt back down for Basketball

Written proposal was reviewed.

It was moved and seconded to accept the request to opt down

MOTION CARRIED

ACTION: Proposal to amend deadline for opt up's to be prior to ranking posts.

Staff to prepare Notice of Motion for review at February 25 meeting.

8.1.2 School B - Request student to attend a representative rugby tournament in Florida and still be able to play rugby at the school

Written proposal was reviewed.

It was moved and seconded to accept the request

MOTION CARRIED

8.2 Bids

8.2.1 Vacant 2019-2020 (Executive to approve if bids submitted)

8.2.1.1 Rugby 2019-20 - Lloydminster Composite all tiers; not 7s

It was moved and seconded to accept the request

MOTION CARRIED

8.2.1.2 Curling 2019-20 - LCI

It was moved and seconded to accept the request

MOTION CARRIED

8.2.1.3 Rugby 7s 2018-19 - Edmonton Metro

It was moved and seconded to accept the request

MOTION CARRIED

8.3 Dates for 2020 Cheerleading Championship (Deanna)

The 2020 Championships were set to fall on Easter long weekend so the dates need to move up or back one week.

It was moved and seconded to move the 2020 Cheerleading Provincials to April 3-4, 2020.

MOTION CARRIED

ACTION: Inform the Board of Governors at the AGM

- 8.4 Rugby 7s
The current policy expects to find 64 Rugby teams in the next three months. Discussed moving back to 8-12 teams for championships. 8 team tournament was suggested. Each Zone will be allocated a Zone berth and vacant berths will become wildcards to be distributed to the Zone with the highest number of teams.
It was moved and seconded to adjust the Rugby 7's tournament to 8-teams for 2019.
MOTION CARRIED
ACTION: Mike to communicate with Commissioners and host re smaller tournament at all levels of 7's.
- 8.5 Basketball Prep programs; Communication of ASAA position: discussed earlier and tabled to February Executive meeting.
- 8.6 4A Basketball Schedule - Host sites for first round (Deanna)
There is a common practice at the 4A level where hosts do not assign first round game locations until they know who qualifies for Provincials. They then assign locations to provide the host Zone schools the opportunity of playing their first game in their home school .
It was moved and seconded to accept the request of 1st round game location changes to accomodate the host Zone schools.
MOTION CARRIED
ACTION: Deanna to work on alternate schedule for 4A Basketball 1st round
(Note from John - we should note that no game times will change, just game locations)
- 8.7 Travel assignments for Spring Championships (Joel)
The submitted schedule was reviewed and updated adding board members to events.
ACTION: Add this item to each Executive meeting Folder under Business arising;
Updated as required.
- 8.8 Transfer Policy Discussion: wording re: educational purpose
Moved to Ad Hoc committee.
- 8.9 Legal Contingency Fund: John suggested we should have a legal contingency fund so that we can make and support decisions and not be dictated to by concerns over the costs of legal action. This was reviewed and discussed. Executive suggested a sliding scale like we have for coach education expense. Once the fund reaches its target, eliminate the annual fee until top up is required.
ACTION: Create NOM for Legal Contingency Fund for presentation at February Executive Meeting.
- 8.10 Appeals - Feb. 26, 2019 - ASAA Office, Edmonton
- 8.11 Rick, Hank, Sheila and George available.
Request appeals all be in the morning if possible.
- 8.12 Next Meeting: February 25, 2019: 9 am to 3 pm, Percy Page Centre
- 9.0 Adjournment

It was moved and seconded to adjourn the meeting
MOTION CARRIED

Meeting was adjourned at 3:03 pm by Rick Gilson