

## **Freestyle Alberta Exec Meeting 2019.12.119**

### **Attendees:-as per sheet attached**

#### HPC

- FA has to maintain/retain decision making-HPC to make recommendations to the exec.
- HPC role is to determine policy-publish policy if no objections within 14 -then becomes FA policy (the exec has 14 days to respond)-excluding issues that need to be addressed immediately
- Committee to make recommendations to be voted on by the exec.

#### List of Issues

- Percentage of female slope athletes
- Criteria for selection of athletes to participate
- Issues arising in management

#### Officials Advisory group

##### Lead by Cam Jenkins

Cam Jenkins background info-highest ranked official in Canada not affiliated with FIS.

JL & CM (Education Chair for FC)

- Appropriate officials signing up for key event roles ie TD and Chief of Comp
- Track officials-training, shadowing and volunteering with Mitch Strausser
- Progressing volunteers with training and experience
- significant interest in officials and judging
- mentorship & shadowing opportunities-clubs to encourage volunteers

-seek out individuals to join this committee

-see attached terms of reference below

## Freestyle Alberta

DRAFT December 16, 2019

## Terms of Reference

## Officials Advisory Group

**Committee Type:** It is proposed that an "Officials Advisory Group" be formed as an advisory committee reporting to the ED and Executive of Freestyle Alberta

**Committee Purpose:** To strengthen, coordinate, train and educate Freestyle skiing minor officials (volunteers) and major event officials within the province of Alberta in order to best leverage available resources.

**Committee Scope:** to track qualified officials and officials in training for placement in events appropriate to respective skill set and experience, provide training and mentorship opportunities

**Committee Authority:** to be granted by Freestyle Alberta

**Committee Membership:** restricted to Freestyle members in good standing that have obtained the appropriate level of official's membership through the National governing body, Freestyle Canada. Appropriate Committee positions will include for training, reporting and coordinating assignments

**Committee Meeting Arrangements:** to meet on a regular basis in person, or by conference/video call as scheduling permits, leveraging technology to share ideas and documents

**Committee Reporting:** Reporting to the Executive Director and the Chair

**Committee Resources & Budget:** limited to existing resources in databases. Budget items will be presented for on an annual basis

**Committee Deliverables:** to provide a detailed official tracking methodology for new, current and existing officials up to and including the FIS level

**Committee Review:** Semi-annual review to be held in conjunction with Spring and Fall ADC meetings, with an annual report provided to the BOD at the AGM

Respectfully Submitted,

Cam Jenkins

Jasper

**Board move to approve terms of reference above-Sally Longino-Mitch Strausser 2<sup>nd</sup>-Board approved**

**HPC Terms of reference-revised copy to be provided by JL-minutes will be updated to include when provided.**






**Troy Minogue-guest coaching policy and fees motion to approve-Sheri Hill -2<sup>nd</sup> Mitch  
Strasser-board approved****Ideas to review coach/team performance/progression****-athlete development****-podiums****-personal bests****-moving athletes to national teams****-athletes participation (declining leaving the program or returning)****Note added****-possible exist interview for athletes leaving the program to review what they believe  
works and what doesn't**

FREESTYLE ALBERTA

2019-2020

2019-12-19

BOARD OF DIRECTORS MEETING ATTENDANCE

Member	Signature
Jared Linden	
Micheal Ghert	
Shawn Dawson	
Jared Sayers	
Chad Hurry	phone in
Troy Minogue	phone in
Mitchel Strasser	
Greg Cruikshank	phone in
Sally Longino	
Sheri Hill	

Minutes of Executive Meeting (May 22, 2019):

In person: Chad Hurry, Michael Ghert, Shawn Dawson, Jared Linden

By Phone: Jared Sayers, Paulo Kapronczai, Troy Minogue

**Call to Order: 6:05 PM MT**

**National Level Events:**

- Freestyle Alberta might have the opportunity to host three different national level events: HP/SS Noram at Winsport, Mogul Noram at Winsport, and Mogul Canada Cup at (possibly Central)
  - Dates for all of these events will not be finalized till July / August as it happens every year
  - The Canada Cup could go to Apex if Freestyle Alberta does not host it
- Freestyle Alberta likely will have to host the mogul Noram as WinSport does not have the technical experience
- Concern regarding Freestyle Alberta taking on too many high level events vs. focusing on more immediate concerning deficiencies.

**2018-2019 Event Survey:**

- Freestyle Alberta might have the opportunity to host three different national level events: HP/SS Noram at Winsport, Mogul Noram at Winsport, and Mogul Canada Cup at (possibly Central)

**Event Bid Application and Freestyle Alberta Event Rules:**

- Postponed to an events meeting at a later date

**Officials, Judges, and Volunteers:**

- Top priority for this upcoming season to focus on properly training our high level officials (TDs, Chief of Comps, etc.) so ensure we have safe training environments
  - Reach out to club presidents to head hunt key individuals for these positions with detail oriented backgrounds (e.g. engineers)
- Focus on further development of our judging and volunteer base → Need to continually replenish our volunteers in the province

**Canyon for the Upcoming Year (Training Facility & Competition Venue):**

- We have some time before we have to make any decisions here.
- Goal is to try to exert some pressure on Freestyle Canada to get a guarantee on events before proceeding with any formal Canyon deal
  - Will need to ensure we are fully aligned with the Central club

**Constant Contact:**

- Come up with a sales plan for Constant Contact first before we commit to buying it → Find a sponsor who will pay for the commitment in exchange for having their logo on each communication (potential to get a hill to pay for the year subscription & donate a season pass to be auctioned off at AB Champs)

**Park & Pipe Team Wish List:**

- Purchase of a new computer is under review
- Approved for new video camera and tripod for up to
- Approved for tuning gear for up to

**Alberta Winter Games:**

- Looking at funding alternatives through AWG to cover the purchase of radios
- Qualifier event for AWG needs to be held early in the season (typically December) to be early enough to make team selections → Do a club competition early in the season.

**Chaperone Policy:**

- What is the appropriate course of action for our high performance teams? Do we need to complete a further waiver from athletes & parents acknowledging what supervision Freestyle Alberta does provide?
  - Coaching Association of Canada has standards and best practices we need to follow
- Best practices is to have chaperones for each sex of athlete throughout the duration of a camp or a competition
  - Unfortunately, we are not the same as many other sports given we have camps that last multiple weeks in various locations
- We will not implement a formal chaperone policy, but we will communicate what role the coach does vs. does not provide at camps and competitions. Parents will be welcome to attend camps or competitions but will not be attending in a formal chaperone role with Freestyle Alberta.
- Jared will look into the responsible coaching through the Coaching Association of Canada. We will find best practices for coaches and implement these immediately.

**Selection Criteria:**

- Need to update the selection criteria for the update passed in March 2019.

**Equipment:**

- Jared to create an inventory of all the equipment in the trailer and to create a formal sign in / sign out process for all of Freestyle Alberta's owned equipment going forward.
- Radios – goal is to work with Freestyle Canada to borrow / rent their radios for the upcoming season

**AGM:**

- Target date is to have the AGM on or around September 21, 2019
  - Check both of the high performance team schedules to ensure they are not travelling
- Can we do some other activations around the AGM to get additional members to turn out? Potentially an activation that revolves around the athletes to get more parents out.
  - Suggested idea of doing a water ramp competition in Red Deer

**Meeting Adjourned: 8:30 PM MT**

## Freestyle Alberta Executive Meeting 2019.11.21

Attendees:-as per sheet attached

Exec directors report Jared Linden

±693 registered members (athletes, parents, volunteers, coaches and judges)

10 of the 13 clubs have sanctioning in place

2 club coach courses have been held there is 1 more in Red Deer Dec 20

Course build at Canyon this weekend has been postponed.

Mogul team currently training at Winsport

Slope team in the Yukon

Comp fees for AB champs \$150 (+\$10) \$160 for single event

\$190 (+\$10) \$200 for multiple events

Red Deer symposium this weekend 2019.11.23

42 registered for event expecting ±50

Jared Linden has arranged drinks and snacks for the event

All rooms are equipped with audio and video

Scoring clinic to introduce Freestyle Canada scoring software

From Mitch Strausser

Working with Doug and Greg C. to reach out to judges-volunteers and officials. Working with the presenters information about the group dynamics-logistic details -media requirements and course review.

Executive 2020 competition event roles

FA owns 5 events this year

1. 2020.02.07 AWG at Canyon (in conjunction with mogul provincial)  
-2020.02.08-09 mogul provincial at Canyon
2. 2020.02.22 mogul Noram at Winsport
3. 2020.03.06-08 AB Champs at Winsport
4. 2020.03.13-15 mogul JR Nats at Canyon
5. 2020.03.19-22 mogul Canada Cup at Canyon

Other volunteer events

2020.01.31-2020.02.01 World Cup moguls at Winsport

2020.02.10-15 World Cup slope and half pipe Winsport

2020.03.19-22 Canada Cup at Canyon to CAFSC contact Lindsey Duff club pres to assist in providing volunteers.

Chief of comp for FA events

1. 2020.02.07-09 MOGUL PROVINCIAL AND AWG COMBINED EVENT-TO BE DETERMINED
2. 2020.02.22 MOGUL NORAM AT WINSPOORT-POTENTIALS BRIAN SPENCE, CAM JENKINS, SCOTT MCKNIGHT, PAULO KAPRONCZAI JARED LINDEN TO FOLLOW UP
3. 2020.03.06-08 AB CHAMPS AT WINSPOORT-PHIL UKRAINETZ, VINCE GOYETTE, CHRIS FILLIER, NEIL SANSTROM, BRENT CLOGG DAVIS CLEMENT TROY NIXON, ANDREW SADLER
4. 2020.03.13-15 MOGUL JR NATS AT CANYON PAULO KAPRONCZAI
5. 2020.03.19-22 MOGUL CANADA CUP AT CANYON TO BE DETERMINED

Review of non profit pamphlet supplied by Micheal Ghert-take aways

Transparency

Information feed

Publishing of meeting minutes (minus in camera sessions)

Risk assessment and board member responsibility

Not for profit vs non profit

FA high performance club athlete training policy

To review the policy for club athletes to join the Provincial Team for training camps

There are approx 70 days of camp based training that could be available to athletes

Currently it is by invite and RPA based and the invite goes down the list until the available spots are filled.

The program is not supported by all clubs/coaches who choose not to send their invited athletes to these events.

Often it is then the same athletes that are attending giving the perception of bias.

More than 2 athletes from the same club attending these events can interfere with the club training by having them then opt out of training with their own club thus effecting club programs and budgets.

Possible solutions

Publish a list of available camps and dates on the wesite.

The Apex camp is not available to athlete invite.

Review and solutions to continue



### FA high performance assistant coaching hiring policy

One of the goals of this is to provide mentorship to Alberta coaches by having them shadow HPP mogul coach Rob Kober during training camps (not to steal coaches from clubs)

Rob has a budget under which he can hire specialist coaches for specific means-this is not currently being monitored by the board.

A list of potential coaches should be submitted to FA for both the slope and mogul teams.

With day rates and expenses to be approved by FA Exec Director

Background checks for all potential coaches are to be confirmed by FA

Alberta coaches given first opportunity but at out of province/country events a local or already present coach could be used to reduce cost provided they have supplied the background check confirmation and do not put the program over budget. Any Alberta coach could be used at these events providing they are willing to fund their own travel and expenses to get to the event.

Coach co-operation and working together at an event is not included in this as there would be no exchange of fees for a service from FA.



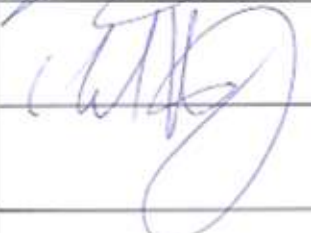

There are about 5 coach shadowing opportunities.

FREESTYLE ALBERTA

2019-2020

2019-11-21

BOARD OF DIRECTORS MEETING ATTENDANCE

Member	Signature
Jared Linden	✓
Micheal Ghert	
Shawn Dawson	✓
Jared Sayers	
Chad Hurry	
Troy Minogue	called in
Mitchel Strasser	✓
Greg Cruikshank	called in
Sally Longino	✓
Sheri Hill	

## Freestyle Alberta Executive Meeting 2019.10.15

## Minutes 2019.10.15

Patrick B

Promote relationship between Freestyle Canada and Freestyle Alberta

Mogul World Cup-Larry Bilton chief of comp

Robin Moffat volunteer coordinator

Encourage shadow/assistant chief of comp to follow Larry Bilton as well as shadow for mogul course builder, reach out to clubs and encourage volunteer participation.

FA to aid in filling volunteer spots-recruit educate and training of officials and volunteers.

All volunteers to be sanctioned and insured via snowreg.

SS &amp; HP World Cup Ski and Snowboard

Robin Moffat volunteer coordinator

Micheal Grey is lead coordinator for ski and snowboard event

4 full days of events-lots of volunteer spots

May be conflict with mogul event FA may be limited in board member volunteers

-activities

Girls coaching

CADS

Pancake breakfast

Grom event

Jared L to work with Robin Moffat for volunteer spots

Toyota owns sponsorship spot but is opportunity for FA to fund raise at both mogul and SS/HP events-ie silent auction-raffle etc-reach out to FA Slope team members for SS/HP event. MOU trailer FC stores equipment @ Winsport shares with FA-Jared L and Mitch Dawson to inventory-columbia fencing available for events belongs to FA-new partnership with Flags Unlimited

Winsport improving terrain for SS/HP ski and snowboard WC -with a portion of the sliding track now gone this work is ongoing.

Micheal Ghert

Board member background checks ongoing-get this individual board members to complete.

Confidentiality -sensitive material

Declare conflict of interest before participating/abstaining from voting on board related issues.

Recruiting HP (high performance) planning committee-Paulo K, Micheal Barr, Warren Shouldice, former olympic athlete etc-to review JR Nat Qualifications -RPA's

Mitch Strasser & Greg Cruikshank recruiting and training of judges, officials and coaches.

Strategic plan to AB sport connection- Micheal Ghert-Troy Minogue-Marion Burnyea and Jared Sayers

Business model -provincial teams-manager to analyze Troy Minogue & Sally Longino to be more sustainable.

AWG-HP committee make decision for qualifier-Jasper Club Comp-  
Previous years 2 male and 2 female mogul and 2 mal and 2 female slope/big air athletes per zone –

#### AFFILIATION

Affiliation at the Zone and provincial levels is required.

Apply through:

- Zone 1 - Castle Mountain Freestyle & Fernie Freestyle
- Zone 2 - Southern Alberta Freestyle & Calgary Freeriderz
- Zone 3 – WinSport
- Zone 4 - Central Alberta Freestyle & Bow Valley Freestyle
- Zone 5 - Jasper Freeride Ski Club 2018
- Zone 6 - Edmonton Freestyle Ski Team
- Zone 7 - Tawatinaw Valley Freestyle Ski Club & Valley Ski Club & Vista Ridge
- Zone 8 - Northern Extreme Freestyle Ski Club

(32 mogul athletes and 32 slope athletes)

Athletes must have a current CFSA Can Free 1&2 or Can Free 3 membership license.

AWG to be held at Canyon on the weekend of the Canada Cup

With the mogul comp to be held in the morning and the slope comp to be held in the afternoon.



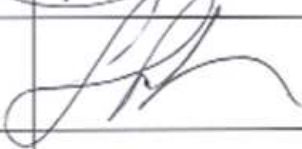




FA 2019/2020 competition bibs for provincial events to be purchased by each athlete- 1 bib for all events (moguls and slope) review 1 bib policy for next year. (6 in favor of single bib option/2 in favor of 2 bib option)

FREESTYLE ALBERTA

2019-2020

2019-10-15

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Troy Minogue	Phone in
Mitchel Strasser	
Greg Cruikshank	Phone in
Sally Longino	
Sheri Hill	

**Freestyle Alberta Executive Meeting 09-11-19****Attendees:****Regrets:****Events (Jared 30 Minutes)**

Jared to send request to winsport

**Athlete Responsibility Policy (Mike 10 Minutes)**

Motion to adopt Mike 2<sup>nd</sup> shawn

All approved

**Canyon Update (Jared/Paulo 10 Minutes)**

**\$500 Alberta club year**

**\$650 a week for out of province**

**Super Coach Support (Shawn 10 Minutes )****Marketing (Chad 20 Minutes)**

Talk to patty about ordering anta

Arden grande can make podium

Talk to clubs sponsor sweaters

Paulo send photos of long shirt to chad

Paulo Contact konic kamoka

**Intern (Update 5 Minutes Jared L)**

**Freestyle Alberta Executive Meeting 07-23-19****Attendees: Mike, Jared S, Jared L, Troy, Paulo****Regrets: Chad**

Proposed Future By-law Update (Michael G) (30 Min)

Shawn to find champion for SS

Identify Marion to head Nomination Committee

Jared, Troy, Jared L to collaborate on message to Rob

Paulo to connect with Rob on issues

Jared L to set up Sterling Back check

**Motion to approve Michael recommendations in appendix A Motion made by Michael G  
Jared s Second All approved****Motion to adopt FA concussion policy July 23 2019 Motion made Michael G Jared s Second All  
approved**

Volunteer and Concussion Policy (Michael G) (15 Min)

**Motion Everybody board and FA employee to have police check Motion Made Jared S Second  
by Michael G All approved****Motion to adopt FA concussion policy July 23 2019 Motion made Michael G Jared s Second All  
approved****Motion to adopt FA Volunteer policy Motion made Michael G Jared s Second All approved**

Club Sanctioning (5 Min)

Jared L Create a budget

Reed deer collage as hosting ground-Talk to Myles Kidd about using his coaches

Change from Goalline to Interpodia (5 Min)



FA Events (5 min)

Dual Province comps may be over kill

Air Update (2 min)

First weekend in September

Mogul Team update (20 Min) (Shawn D)



## Appendix A

The following governance proposal has been generated in collaboration with Marion Burnyeat, Kelly Morris and Maureen Calder. I am grateful for the benefit of their experience and insights. I have also consulted with our new ED, Jared Linden, in the preparation of this proposal. He shared knowledge respecting Freestyle Ontario and other sport organizations which was helpful in refining these proposals.

The committee identified aspects of Freestyle Alberta's governance structure that inhibit stakeholder engagement, the quality of decision making and the overall capacity of the organization. My intention in proposing the changes set out below is to create a path to a stronger organization, one that better serves the grass roots freestyle community, high performance athletes, officials and volunteers. The proposal addresses the following areas: membership and voting, board composition, board policies, and committees / working groups.

This proposal does not address a transition plan. Likely, the restructuring cannot take place all at once. We will have to formulate a plan.

### Membership and voting

A member shall be defined as an Alberta identified member of Freestyle Canada. This is not much of a substantive change from the existing by-laws. Being able to refer to Goalline to identify members would be practically easier.

Currently, it is the clubs who vote at AGMs and other meetings of the members. Voting is weighted such that each club starts with 1 vote and gains an additional vote for each 25 athletes registered through the club.

It is recommended that the current voting system be retained, except that the number of votes held by an individual club should be capped at 3.

The advantage of the current system is that it recognizes the importance of the club system to the grass roots of the sport, provides for 'synthetic' representation of individual members, and (relative to a vote per member system) protects the organization from being hijacked by voting blocks

Weighted voting will allow each member's say (through their clubs) to be approximately equal. Capping the votes held by individual clubs will prevent the smaller clubs, often in smaller population centres, from being silenced.

### Board composition and meetings

Significant changes are recommended. The current structure comprises an executive of 6, with the balance of the board being the club presidents. This structure is problematic in several ways. The majority of the board is generally made up of club presidents who are focused on running their clubs and therefore unable to engage in Freestyle Alberta business. It has often been provincial team athlete's parents who

have been drawn to the executive positions. These individuals, as a result of their immediate circumstances, are not well situated to have the breadth of perspective and long-term view needed for effective governance and furtherance of all of the aims of FA. Conflicts of interest are inevitable. The structure leaves little room for recruiting board members based on skill-sets and capacity.

The structure proposed assumes that the organization may grow in the future and the functions currently performed by volunteers may be taken over by employees at some future date.

The executive and club president board structure will be abolished. It will be replaced with a voting board comprising a minimum of 7 and maximum of 11 voting members. The board positions to be filled will be as follows:

- President
- 1<sup>st</sup> Vice-president
- 2<sup>nd</sup> Vice-president
- Treasurer
- Secretary
- Representative elected by clubs from Red Deer and north (elected at AGM every 2 years)
- Representative elected by clubs south of Red Deer (elected at AGM every 2 years)
- Members at large

The board will also include the past-president and an elected representative of coaches, neither of whom will be entitled to vote.

Voting board membership will be subject to the following restrictions:

- Minimum 18 years of age
- No competing athletes
- No employees of Freestyle Alberta or any club
- At least 2 must not be parents of athletes competing below the World Cup level
- Only 2 may be parents of Alberta team athletes (1 per discipline) -- and only as members at large. Even then, parents of Alberta team athletes may not be acclaimed to the board and must be elected by a 66% super majority. Each high performance team will nominate one person to stand for election. This policy will put clubs voting to elect such individuals on clear notice of the conflicts of interest that the individual will likely face. It will also incentivize the recruitment of additional independent directors with needed skills. It will also, however, balance these concerns with the benefit of representation from the high performance teams on the board.

The by-laws will include a requirement that the board shall meet at least 9 times per year.

The board will adopt the following policies, which will be adopted by resolution of the board and not incorporated in the by-laws:

- Once per year a board education / development exercise will be carried out. This may involve a speaker on governance issues, reading assignments, attendance at courses, etc..
- A board member who misses 3 meetings in a year will be required to resign or will be removed.

#### Other

The ED will be hired and supervised by the board. Other employees will be hired and supervised by the ED (within the budget approved by the board and with oversight by the board).

### **Committees / Working groups**

The following groups will be populated and function on an ongoing basis, in order to enhance the governance and capacity of Freestyle Alberta. The term “committee” is used to refer to a body mandated in the by-laws. Committees report to the Board of Directors. The term working group is used to refer to a body mandated by board resolution. Except as noted below, the members of these committees need not be members of the board.

The following standing committees shall be established and appointed by the board:

- Nomination committee. This committee will be chaired by either the president or a vice-president. No board member whose term ends at the upcoming AGM may sit on this committee. This committee shall comprise only board members and former board members. This committee will recruit candidates to stand for election to the board.
- Risk management committee.

The following working groups shall be established and appointed by the board:

- High performance working group. This committee will make policy recommendations to the board respecting such matters as the RPA systems, provincial team standards, Nor-Am policies, Canada Games selection, etc.. No current coaches will sit on this committee; however the FA coaches and club head coaches will act as an advisory group to this working group. Parents of currently active athletes will also be excluded. This working group will report to the Board of Directors and will be supported by the ED.
- Provincial team administration working group. The operation of the provincial teams will be set at semi-arm's length from Freestyle Alberta. Freestyle Alberta will determine an annual subsidy to be given to the teams. Otherwise, subject to board approval of the team budgets and oversight, the teams would be run independently by this working group. Administrative services provided by the ED or other staff to the provincial teams would be negotiated with the board and documented as part of the subsidization of the provincial teams. It is anticipated that parents of provincial team athletes would be most interested in participating in this working group. This working group will not deal with athlete discipline issues. Discipline issues not resolved by the ED will next be addressed by the Risk Management Committee, who will recommend a

resolution to the board of directors. This working group will report to the ED. If funding allows, functions from this working group can be shifted to additional staff.

- Marketing and communications working group. This working group will report to the ED. If funding allows, functions from this working group can be shifted to additional staff.
- Fund development working group. This working group will report to the ED. If funding allows, functions from this working group can be shifted to additional staff.
- Events (ie. competitions and other events) working group. This working group will report to the ED. If funding allows, functions from this working group can be shifted to additional staff.
- Education and outreach working group. This working group will be primarily responsible for providing training opportunities for coaches and officials. It will also work to recruit officials. This working group will report to the ED. If funding allows, functions from this working group can be shifted to additional staff.

The committees and working groups will report monthly to the board (via that ED in the case of committees reporting to the ED). The board will approve their actions and any budgets as required. All committees and working groups will be supported by the ED as required.

## **Conclusion**

FA will be operated by the ED (and staff or working groups supporting the ED). The ED will receive policy and direction from a board of directors that is expert in areas relevant to FA but mostly at arm's length from the business of the organization.



## **Freestyle Alberta Executive Meeting 08-13-19**

### **Attendees:**

### **Regrets:**

Process and timeline for provincial team planning / budgeting for next year

Fund the requested supplemental coaching, our approach to coaching with a divided team during the competitive season

AWG

- Mogul parents are organizing to fund raise and will be putting initiatives forward to the board over the next couple of weeks. JL and I were on a call with the mogul parent group last night discussing this. They are engaged and are a great resource to help move AB freestyle forward.
- Rob's .02 on camps post august Penticton: YYC in November, need to play by ear based on snow conditions. Possibly a couple of club athletes like last year. Its also a good shadow coaching opportunity for Calgary based club coaches. Zermatt – the only guest athlete Rob would invite is Jada Boychuk. Between xmas and new year Rob would like to run a club athlete mogul camp at Canyon if a mogul course is available. Some of the AB team may coach at this.

**Freestyle Alberta Executive Meeting 09-04-19****Attendees: Troy, Jared L, Chad, Paulo, Mike****Regrets: Jared S****Events (Jared 20 Minutes)**

Agreed for FA to buy new bibs and sell to athletes

\*Partner FC order

Buy 4 FA flags

Buy branded tent cost pending

Jared re send out event update

Confirm schedule first week of November

Jared S setting up legacy fund to build Canyon Park Course

Freestyle Alberta Control Canyon Mogul lane

Motion to move forward on canyon build proposal pendent Paulo Term 2<sup>nd</sup> chad

All in favor

**Chaperone (Mike 10 Minutes)**

Jared Create waiver stating that FA provides no Chaperone

**Financial Statements ( Troy 20 Minutes)**

FA needs two auditors



## **Freestyle Alberta Executive Meeting 06-26-19**

### **Attendees:**

### **Regrets:**

Proposed Future board meeting structure

PSO Meeting Updates

Governance (Appendix A), Volunteer and Concussion Policy (Michael G)

Sage to QuickBooks switch update/ opportunity (Michael G)

Strategic plan 2020-2023 (Shawn D)



## Appendix A

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- Members at large

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Voting board membership will be subject to the following restrictions:

- Minimum 18 years of age
- No competing athletes
- No employees of Freestyle Alberta or any club
- At least 2 must not be parents of athletes competing below the World Cup level
- Only 2 may be parents of Alberta team athletes (1 per discipline) -- and only as members at large. Even then, parents of Alberta team athletes may not be acclaimed to the board and must be elected by a 66% super majority. Each high performance team will nominate one person to stand for election. This policy will put clubs voting to elect such individuals on clear notice of the conflicts of interest that the individual will likely face. It will also incentivize the recruitment of additional independent directors with needed skills. It will also, however, balance these concerns with the benefit of representation from the high performance teams on the board.

The by-laws will include a requirement that the board shall meet at least 9 times per year.

The board will adopt the following policies, which will be adopted by resolution of the board and not incorporated in the by-laws:

- Once per year a board education / development exercise will be carried out. This may involve a speaker on governance issues, reading assignments, attendance at courses, etc..
- A board member who misses 3 meetings in a year will be required to resign or will be removed.

#### Other

The ED will be hired and supervised by the board. Other employees will be hired and supervised by the ED (within the budget approved by the board and with oversight by the board).

### **Committees / Working groups**

The following groups will be populated and function on an ongoing basis, in order to enhance the governance and capacity of Freestyle Alberta. The term “committee” is used to refer to a body mandated in the by-laws. Committees report to the Board of Directors. The term working group is used to refer to a body mandated by board resolution. Except as noted below, the members of these committees need not be members of the board.

The following standing committees shall be established and appointed by the board:

- Nomination committee. This committee will be chaired by either the president or a vice-president. No board member whose term ends at the upcoming AGM may sit on this committee. This committee shall comprise only board members and former board members. This committee will recruit candidates to stand for election to the board.
- Risk management committee.

The following working groups shall be established and appointed by the board:

- High performance working group. This committee will make policy recommendations to the board respecting such matters as the RPA systems, provincial team standards, Nor-Am policies, Canada Games selection, etc.. No current coaches will sit on this committee; however the FA coaches and club head coaches will act as an advisory group to this working group. Parents of currently active athletes will also be excluded. This working group will report to the Board of Directors and will be supported by the ED.
- Provincial team administration working group. The operation of the provincial teams will be set at semi-arm's length from Freestyle Alberta. Freestyle Alberta will determine an annual subsidy to be given to the teams. Otherwise, subject to board approval of the team budgets and oversight, the teams would be run independently by this working group. Administrative services provided by the ED or other staff to the provincial teams would be negotiated with the board and documented as part of the subsidization of the provincial teams. It is anticipated that parents of provincial team athletes would be most interested in participating in this working group. This working group will not deal with athlete discipline issues. Discipline issues not resolved by the ED will next be addressed by the Risk Management Committee, who will recommend a

resolution to the board of directors. This working group will report to the ED. If funding allows, functions from this working group can be shifted to additional staff.

- Marketing and communications working group. This working group will report to the ED. If funding allows, functions from this working group can be shifted to additional staff.
- Fund development working group. This working group will report to the ED. If funding allows, functions from this working group can be shifted to additional staff.
- Events (ie. competitions and other events) working group. This working group will report to the ED. If funding allows, functions from this working group can be shifted to additional staff.
- Education and outreach working group. This working group will be primarily responsible for providing training opportunities for coaches and officials. It will also work to recruit officials. This working group will report to the ED. If funding allows, functions from this working group can be shifted to additional staff.

The committees and working groups will report monthly to the board (via that ED in the case of committees reporting to the ED). The board will approve their actions and any budgets as required. All committees and working groups will be supported by the ED as required.

## Conclusion

FA will be operated by the ED (and staff or working groups supporting the ED). The ED will receive policy and direction from a board of directors that is expert in areas relevant to FA but mostly at arm's length from the business of the organization.

**Freestyle Alberta Executive Meeting 06-26-19****Attendees: Mike, Jared x 2, Chad****Regrets: Troy, Paulo**

Proposed Future board meeting structure  
2 min

Shawn and Jared events  
Mike and Jared-Governance  
Troy and Jared- Finance  
Jared and Jared- Grants and vision

PSO Meeting Updates  
10 minutes

Are we not insured if no background cheque

Governance (Appendix A), Volunteer and Concussion Policy (Michael G)  
**30 Minutes**

Increase Capacity  
Engage more people  
Fewer conflict of interest  
Efficacy  
Separate volunteers from executive  
Add secretary  
Member at large  
Nomination committee  
Fundraising committee  
Risk management committee

Authorities  
Establish nomination committee-start shortly  
Establish Fundraising committee

Sign off on concussion and volunteer's policy's next meeting  
Event Binders for event

Sage to QuickBooks switch update/ opportunity (Michael G)  
2-3 minutes

Troy to decide on book keeping

Strategic plan 2020-2023 (Shawn D)  
5 or less  
Jared Circulate strategic plan

Work Planning

Feedback and structure for communication

## **Appendix A**

The following governance proposal has been generated in collaboration with Marion Burnyeat, Kelly Morris and Maureen Calder. I am grateful for the benefit of their experience and insights. I have also consulted with our new ED, Jared Linden, in the preparation of this proposal. He shared knowledge respecting Freestyle Ontario and other sport organizations which was helpful in refining these proposals.

The committee identified aspects of Freestyle Alberta's governance structure that inhibit stakeholder engagement, the quality of decision making and the overall capacity of the organization. My intention in proposing the changes set out below is to create a path to a stronger organization, one that better serves the grass roots freestyle community, high performance athletes, officials and volunteers. The proposal addresses the following areas: membership and voting, board composition, board policies, and committees / working groups.

This proposal does not address a transition plan. Likely, the restructuring cannot take place all at once. We will have to formulate a plan.

### **Membership and voting**

A member shall be defined as an Alberta identified member of Freestyle Canada. This is not much of a substantive change from the existing by-laws. Being able to refer to Goalline to identify members would be practically easier.

Currently, it is the clubs who vote at AGMs and other meetings of the members. Voting is weighted such that each club starts with 1 vote and gains an additional vote for each 25 athletes registered through the club.

It is recommended that the current voting system be retained, except that the number of votes held by an individual club should be capped at 3.

The advantage of the current system is that it recognizes the importance of the club system to the grass roots of the sport, provides for 'synthetic' representation of individual members, and (relative to a vote per member system) protects the organization from being hijacked by voting blocks

Weighted voting will allow each member's say (through their clubs) to be approximately equal. Capping the votes held by individual clubs will prevent the smaller clubs, often in smaller population centres, from being silenced.

## **Board composition and meetings**

Significant changes are recommended. The current structure comprises an executive of 6, with the balance of the board being the club presidents. This structure is problematic in several ways. The majority of the board is generally made up of club presidents who are focused on running their clubs and therefore unable to engage in Freestyle Alberta business. It has often been provincial team athlete's parents who have been drawn to the executive positions. These individuals, as a result of their immediate circumstances, are not well situated to have the breadth of perspective and long-term view needed for effective governance and furtherance of all of the aims of FA. Conflicts of interest are inevitable. The structure leaves little room for recruiting board members based on skill-sets and capacity.

The structure proposed assumes that the organization may grow in the future and the functions currently performed by volunteers may be taken over by employees at some future date.

The executive and club president board structure will be abolished. It will be replaced with a voting board comprising a minimum of 7 and maximum of 11 voting members. The board positions to be filled will be as follows:

- President
- 1<sup>st</sup> Vice-president
- 2<sup>nd</sup> Vice-president
- Treasurer
- Secretary
- Representative elected by clubs from Red Deer and north (elected at AGM every 2 years)
- Representative elected by clubs south of Red Deer (elected at AGM every 2 years)
- Members at large

The board will also include the past-president and an elected representative of coaches, neither of whom will be entitled to vote.

Voting board membership will be subject to the following restrictions:

- Minimum 18 years of age



- No competing athletes
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- At least 2 must not be parents of athletes competing below the World Cup level
- Only 2 may be parents of Alberta team athletes (1 per discipline) -- and only as members at large. Even then, parents of Alberta team athletes may not be acclaimed to the board and must be elected by a 66% super majority. Each high performance team will nominate one person to stand for election. This policy will put clubs voting to elect such individuals on clear notice of the conflicts of interest that the individual will likely face. It will also incentivize the recruitment of additional independent directors with needed skills. It will also, however, balance these concerns with the benefit of representation from the high performance teams on the board.

The by-laws will include a requirement that the board shall meet at least 9 times per year.

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The committees and working groups will report monthly to the board (via that ED in the case of committees reporting to the ED). The board will approve their actions and any budgets as required. All committees and working groups will be supported by the ED as required.

## **Conclusion**

FA will be operated by the ED (and staff or working groups supporting the ED). The ED will receive policy and direction from a board of directors that is expert in areas relevant to FA but mostly at arm's length from the business of the organization.

**Freestyle Alberta Executive Meeting 05-22-19****Attendees:****Regrets:****FA National Events Update (Jared L)**

- HP/SS Noram owned by to be negotiated between FA and Winsport ( SS TBD)  
(dates TBD)
- M Noram owned by FA (winsport) Dates TBD
- M Canada Cup- Central

**2018-2019 Event Survey Results (Jared)****Review of Event Selection Criteria (Jared) Sent – 05-15-19****Talk with Central (Jared/ Paulo)****Approval of constant contact**

- 82/ a month
- 20% off if prepay for 6 months, or 30% off if you prepay for 12 months
- 2501- 5000 contacts
- Able to Auto Update
- Unlimited Emails
- Customizable Templates
- Marketing Calendar
- Contact list import
- List Segmentation
- Tracking & Reporting
- Mobile App
- List-Building Tools
- Pop-up Forms
- Award-winning Support
- Learning Resources
- Social sharing
- E-commerce Shopify Logo

**Chris Proposed List of Items for Park Team (Jared/Troy)**

Appendix 1 A

**Alberta Sport Development Centre – Central**

Appendix B

**AB Winter Games (Jared)**

Dates Has changed again waiting for new

**AB Winter Games qualifier (Jared)****Chaperone Policy (Shawn)****Update on restructuring of board (Michael Ghert)****HP Selection Criteria for website**

- Requested
- Should be available on website

**Judging Clinics (Jared)**

FIS A Mogul -Oct 17-20

Fis B M NOV 15-16-SS/HP -17

**Radios Quotes (Attached via Email)**

Appendix 3

Caltronics: 25 handheld radios. Each will come with battery, carry clip. Also includes spare battery each and a single charger each. We would do \$40.00 each per month

**Confirm AGM**Sep 14<sup>th</sup> attached to a fundraiser**Freestyle Alberta and BC Talks (Jared)****HP community/ working groups (Jared)**

## **New Business**

Club Membership fees ?

## **Appendix 1 A**

Hey boys as talking to Jared here is a budget for what it would cost to buy gear. As I was telling Jared some of our gear is getting really old and in need of a update as well as updating some of our tuning gear to be more effective when training/competing. With the computer again as I was telling Jared part of my contract talks last year where to incorporated a coach computer to be use for work and then after my contract is done hopefully keep it as part of my raise. Again this was talk about last year set up to pop into this years contract since I did sign a 2 year.

### **Coach Computer**

Apple Air 13" 1199 (This is the base model and I use to a pro but what I use it for this would be fine)

Apple Pro 13" 1459 (That's about the cheapest pro I found)

I looked at the refurbished ones as well and everything ranges from about the 1000 and up mark. If I got a refurbished could possible get a little better version for around the same price as the air I listed.

### **Tuning Gear**

Wax Roughly \$200 to get varies of temperature and good wax for the whole season. I still have some from last year so only need to replace what we used.

Iron \$140 (This is a performance iron the one I did have personally and the boys broke it) We need a iron as currently we are without one

Rotor Bush \$150 which includes to brushes

Table with clamps etc \$350 (This isn't a must but would be nice set up to have especially Local but can get travel bags etc to take on the road

### **Camera and Tripod**

We had our camera for 4 years now and it's on it's last legs. Also our tripod is broken to replace both would be roughly \$500 for quality gear for what we need. Can always pass the old camera down to another club team or keep it within AFSA office. Don't know how much money we would get for it. We have the Canon Vixia HFR700 and I'm looking at the Sony HDRCX45HD. One of my friends has it and it works great for coaching.

Again I know I can't have everything but we are in need of a camera and wax for sure. Regarding the computer as I said it was suppose to be worked into my contract this year. I'm open to options as my computer is on it's last legs and will die soon.

I would like to move on things sooner then later as it would be nice to have the new gear especially camera and computer at the start of the season. Wax tuning gear I have enough minus the iron to wait till fall if need be. Cheers.

## Appendix 2

The cost for the AEP program in the past has been \$100 for a calendar year from the date athletes join our program.

For many years, our strength and conditioning program (S&C) has been run at Ignite Fitness - a CrossFit gym with an Olympic lift based coach and program. We haven't had our athletes doing CrossFit. With Red Deer College (RDC) opening their new fitness centre at the Gary W Harris Canada Games Centre, we have made the decision to bring our S&C program back to the College on July 1, 2019

AEP Fee = \$100 (covers all Service provider costs, insurance and training apparel)

Fitness Centre Membership = 1 year (July 1 to June 30) = \$120

= ½ year (January 1 to June 30) = \$80

**\*\*These pricing options come from RDC and are not negotiable at this point.\*\***

**Total Athlete Cost = 1 year (July 1 to June 30) = \$220.**

**= ½ year (January 1 to June 30) = \$180**

**\*\*Please note that ASDC-Central is subsidizing the Fitness Centre Membership for the athletes, and the rate quoted by RDC is already well below the public membership rate.\*\***

### Fitness Centre Membership

- Full Gary W Harris facility access (7 days a week where we used to be limited to set times at Ignite Fitness which did not work well with athlete's schedules)
- Supervised athletic development sessions (sessions led by RDC Head Strength Coach)
- Training program development – shared on athlete's phone with app
- Fitness testing
- Individual/small group coaching
- Parent/coach information session(s)
- Strength coach will gladly work with your PSO to develop a Freestyle specific program

program is best suited for athletes 14 years and older. We have had athletes younger than 14 but they have struggled in the classroom sessions (typically 90 minutes in length about once

every 3 weeks). Athletes younger than 14 years of age will not be allowed to train on their own in the facility and will need to attend one of the RDC Coach-led sessions.\*\*

### **Appendix3**

Not sure if you are aware but each handheld radio is \$400 to purchase. They come complete with charger, battery, carry clip and antenna. (I would make it \$369.00 each if you buy 25) Then an extra battery is \$60 each, speaker microphone attachment is \$108.00 each. Also if you purchased, you need to get a licence with Industry Canada. If anyone tells you that you do not need a licence, they are lying. These are COMERCIAL radios. They are not like the ones you buy at Canadian Tire or Costco radio.

I just want you to know so we are on the same page. If you want to buy that's great, I will sell to you. Need to ask yourself, would you be using them all year round? Or 6 months of the year then just sitting the rest of the time?