

**Minutes**  
**Board of Directors Meeting**  
January 11- 13, 2019 Lord Elgin Hotel  
Ottawa, ON

**ATTENDEES:**

BOARD OF DIRECTORS

Al Wills	President
Marie-France Dufour	VP Development
Aaron Bull	VP 3D Programs
Robert Tataryn	VP Finance & Administration
Alec Denys	VP High Performance
Jason March	VP Marketing & Communications

STAFF

Karl Balisch	Acting Executive Director
Kylah Cawley	Program Coordinator

**1. Call to Order & Opening Remarks**

A. Wills called the meeting to order at 9:40 am. members were asked if there were any declared conflicts of interest related to the agenda. Bob Tataryn and Jason March both noted potential conflicts related to award nominations sent in to AC by ANS and ABAM to be discussed under 6.5.

The meeting started with a brief review of the discussions from the Strategic Planning Workshop held on January 11. A report to be circulated to the Board.

**2. Approval of Agenda for January 12-14, 2018 Meeting & Call for New Business A. Wills**

The Board of Directors meeting agenda was referred to as distributed and new business was called for. The following items to be added:

- 3.0 To add approval for the December 21, 2018 E-Vote
- 8.1 Adoption of True Sport Principles
- 8.2 Action related to Errea Contract

**MOTION #1 Board Meeting – January 12-13, 2019:** To approve the agenda of the January 12-13, 2019 Board of Directors meeting.

Moved by: A. Denys

Seconded by: J. March

**Carried**

### 3. Approval of the [Minutes of the October 29, 2018 Board Meeting](#)

The E- vote for the decision to award the 2019 3D Archery Canadian Championships to Brandon Manitoba took place December 21. The following is the report on the result for the motion:

**MOTION #1 Board E-Vote - December 21, 2019:** To approve the Carberry Archers Club as hosts of the 2019 Canadian Indoor 3D Championship.

4 in favor, 2 votes not cast

**MOTION #2 Board Meeting – January 12-13, 2019:** To approve the **Minutes of the October 29, 2018 Board Meeting** and the report of the December 21, 2019 E-Vote of the Board of Directors.

Moved by: J. March

Seconded by: MF Dufour

**Carried**

### 4. Status of Actions & Decisions from Minutes of Oct 29, 2018 Meeting

K. Balisch reported on the status of actions from past meetings as follows:

Agenda Item	Action from	Tasked To	Update as of January 11, 2019
<b>4. Business Arising from Aug 8, 2018 Meeting: Major Canadian Tournaments</b>	Strike a work group to address possible new format for championship.	VP High Performance (A. Denys)/ VP Development (MF. Dufour)/ Executive Director	<p><b>IN PROGRESS - The EC has been formed and had its first meeting. Focus will begin on the Canadian Championships format. Next meeting on January 20 in person to be held in Ottawa. Changes will be introduced at earliest in 2020.</b></p> <p><b>Note: A. Bull requested that the interests of 3D archery be represented on this committee. It was felt that L. Hart could be asked to take this role. Option to consider Tim Watt was proposed.</b></p>
	Finalize Volunteer Orientation		

<p><b>4. Business</b>  <b>Arising from Aug 8, 2018 Meeting:</b>  <b>Approval of Committee Terms of Reference</b></p>	<p>Manual &amp; Board Manual</p>	<p>Executive Director</p>	<p><b>IN PROGRESS - To be finalized this Winter.</b>  <b>ACTION: Board to review the circulated draft.</b></p> <p><b>TOR to be removed from guide and refer instead to website</b></p>
<p><b>4. Business</b>  <b>Arising from Aug 8, 2018 Meeting:</b>  <b>Approval of Rule Updates</b></p>	<p>Make all relevant revisions to the Archery Canada Rule Book, bilingually.</p>	<p>National Office/ Rules Committee</p>	<p><b>IN PROGRESS - Rulebook has been updated to align with World Archery Rulebook updates and put into new Rulebook format. Now being posted to AC web as translations completed. .</b></p>
<p><b>6.2 from Aug 8, 2018 Meeting:</b>  <b>Approval of Committee Member Nominations</b></p>	<p>Update Volunteer handbook and distribute to all committee members.</p>	<p>Executive Director</p>	<p><b>As noted above.</b></p>
<p><b>7.1 Approval of Committee Member Nominations</b></p>	<p>Confirm to applicants the status of their application and to all committees the membership for the next 3 year term.</p> <p>Update website with lists of all new committee members.</p> <p>Update Volunteer handbook and distribute to all committee members.</p>	<p>Executive Director</p>	<p><b>COMPLETED</b></p> <p><b>COMPLETED</b></p> <p><b>PENDING APPROVAL OF HANDBOOK</b></p>
<p><b>7.2 RESPONSIBLE COACHING MOVEMENT</b></p>	<p>Contact the CAC to Sign the pledge with the CAC</p> <p>Following the COC NSF caucus meetings in november begin review of existing policies and identify gaps</p>	<p>AC Staff</p>	<p><b>COMPLETED (RCM Signed NOV 2018)</b></p> <p><b>ONGOING. TO BE DISCUSSED AT JAN 2019 BOD MEETING</b></p>

<b>7.3 SAFE SPORT AND ATHLETE RIGHTS ISSUES RAISED AT ATHLETE'S CAN FORUM</b>	Prepare and circulate call for nominations for Athlete rep	Executive Director	<b>COMPLETED</b>
	Review and circulate description of the Athlete Representative role and responsibilities	Executive Director	<b>COMPLETED</b>
	Develop Terms of Reference for an Athlete Council for Archery Canada to be presented to the AC Board of Directors	A. Denys	<b>TOR to be discussed in January Board meeting item 6.1</b>
<b>8.2 Strategic Planning</b>	Establish a short-term working group to draft an action plan to facilitate the planning session at the January 2019 Board meeting		<b>Ongoing</b>
	Organize session for strategic planning during January 2019 Board meeting		<b>Completed</b>
<b>8.3 Membership Policy and Fee Structure</b>	Prepare a survey to be circulated to members prior to next meeting and allow Board to review. Include request on potential for annual meetings	Executive Director	<b>Completed. To be reviewed at Jan 2019 Board meeting</b>
	Explore potential to meet with PTSO representatives in November.	Executive Director	<b>Ongoing. Meetings with FTAQ and ABAM completed. Attempted meeting with AB Archery in November. Meeting with OAA to be set for early February</b>

Discussion related to the home for NT in terms of a national training centre and potential centres of excellence to be brought forward to a future board meeting.

## 5. Approval of Consent Agenda - Management & Committee Reports

Written reports were circulated. The following additional comments were provided from each area:

## 5.1 President's Report

A. Wills

- Waiting on final word to hear if 2022 Commonwealth Games will include archery
- Special note regarding the consideration of Canada to bid to host a future Commonwealth Games. AC will not attend the preliminary meeting exploring this option.
- Time to review if lanseo is meeting our needs or if a new option needs to be considered
- We should be concerned over the lack of international participation of Compound archers and explore how to improve this situation

## 5.2 Management Report

K. Balisch

- Hosting manual will continued to be developed following the upcoming event committee meeting
- Pleased to be entering into a relationship with Uniglobe CBO as out travel partner. The company will facilitate some in-kind donations and will offer opportunity to provide a discount program to AC members
- Reviewing an option to enter into an agreement with Gadar as a promotions partner to handle the inventory storage, distribution and management for AC. Potential online store for AC merchandise program

## 5.3 Finance & Audit Committee Report

R. Tataryn

- Membership numbers dropped in 2018
- Unreported memberships affects AC and PTSOs
- Discussion on the competing organizations of Pro3D, ABA, OFHA and others which are attracting archers to their membership

**ACTION:** A. Bull to review the Pro3d and ASA to better understand what they are offering to form strategy to deal with these moving forward

**ACTION:** K. Balisch to seek opportunity to meet with Pro3D and ASA if possible

## 5.4 Marketing & Communications Committee Report

J. March

- Committee is bit more active now, than before. There was confusion between the differences of marketing and communications, trying to keep them divided. We do not have a lot of information on demographics, which limits us to market ourselves for sponsors.
- Upcoming survey will help us to better understand our demographics
- Focussing on website redevelopment
- Archery Day in Canada resources also a priority
- Communications plan in progress - Originally focussed on social media, and am working to make it broader.

**ACTION:** Look into local radio stations as well as TSN which may be interested in the promotion of such an event

## 5.5 High Performance Committee Report

A. Denys

- Continuing coach engagement initiatives, as coaching has been a weak link in HP. Sending National Recurve Coach, Para coach and HP Advisor to different events (eg CWG Training camp in ABAM), allow us to promote philosophy in HP
- Para Program strategy under development and a priority - being led by A. Brahmst, D. Crawford, and R. Van Berkel. This will be followed by development of Compound and Field program strategies
- M. Gagon and A. Brahmst doing a strategic Review of the TOP Program, and how it relates to the pathway program.
- Selection processes will be reviewed to ensure strong transparency across programs

## 5.6 Development Committee Report

MF. Dufour

- Significant work on development in the coaching program
- Coach Committee - Want to do some significant work there. Focussing mostly on the review of content, attacking it aggressively, with new content. Improved dialogue with committee and CAC advisor.
- Goal to have a new curriculum for Beginner archer this year, then automatically move to intermediate.
- Comp-Dev needs a complete review.

## 5.7 3D Committee Report

A. Bull

- Brandon is hosting the 3D Indoor Championships in April 2019. Quickly working towards organizing that event.
- Had first meeting with Saskatchewan for the outdoor championships, A. Bull as the TD.
- 3D Committee meets in February, phone meeting. Things have been pretty quiet, in terms of rule changes.

**ACTION:** Need to ensure budget for A. Bull and A. Wills to be at site visit for 3D worlds

## 6. Items for Board Action & Decision

### 6.1 [Approval of Revised Committee Terms of Reference and members](#)

R. Tataryn

There were conflicts in the TOR for the High Performance Committee with the AC Bylaws to be corrected and the composition was revised.

**MOTION #3 Board Meeting – January 12-13, 2019: To approve the Terms of Reference for the High Performance Committee with proposed revisions**

Moved by: MF Dufour

Seconded by: R. Tataryn

**Carried**

An action item of the October 29, 2018 Board of Directors meeting was to develop an outline for an Athlete Council. A first draft was presented by A. Denys that had been based on the TOR for the

Canadian Paralympic Committee council. This council will allow for the athlete rep to be more effective. Some adjustments made to initial draft to align with AC governance structure.

**MOTION #4 Board Meeting – January 12-13, 2019:** To approve the **Terms of Reference for the Athlete Council with revisions.**

Moved by: R. Tataryn

Seconded by: A. Bull

**Carried**

The Members Council .TOR were reviewed and the board discussed ways to improve engagement and function for these meetings.

**ACTION:** The members will be solicited 2 weeks in advance for agenda items for the Members Council. Potential that if no agenda items brought forward, then meeting will not be held.

## 6.2 Approval of FY 2019-20 Budget

R. Tataryn

The draft operations budget for 2019-20 was presented with no significant changes from past fiscal.

- Archery Canada budget is now over \$985,000
- Own the Podium is anticipated to remain in line with the past fiscal year recommendation with expenditures to match however we are still awaiting news from OTP
- Canadian Olympic Committee funding of \$20,000 has been received for pre-Tokyo test event. Previously received NSF enhancement funding has been deferred to this fiscal year to complete the records management project.
- Modest growth in membership projected. Note, Membership revenues now reflect Guest insurance fees collected and D&O Insurance fees collected from participating PTSOs
- A priority in order to address sport development will be Revenue Generation. A few options were presented:
  - Mailmatch to be increased to \$10 per registration in new fiscal beginning with Outdoor mailmatch. Fees have not been increased since the program began. Acknowledged that the fee increase may seem large in comparison to former, however the costs of administration has gone up and this is a reasonable increase when compared against the cost of a club tournament
  - Tournament fees reviewed
  - Sponsorship -
- Increase in planned expenditures marketing and communications to allow for website redevelopment and some promotional activities including Archery in Canada Day..

**ACTION:** Tournament fees to be increased from \$30 to \$35 for domestic competitions; from \$50 - \$60 for World Archery registered events - which reflects changes in exchange rates

**ACTION:** IFAA Tournaments to be added into AC Calendar at a rate of \$10.00

**MOTION #5 Board Meeting – January 12-13, 2019: To approve the 2019-20 operations budget in principle as presented.**

Moved by: A. Bull

Seconded by: A. Denys

**Carried**

As part of the Risk Management workshop in December 2018, a recommendation was made that the AC Board consider the development of a reserve fund for operations.

**The board resolved to allocate a minimum of \$5K annually towards the development of this fund which will be capped at approximately \$100K.**

There was discussion on the need to develop a policy for donations. AC is considered a charitable organization under the CRA.. A donation can be made to AC and then it is Archery Canada's discretion where it is directed. A policy should be in place to provide appropriate guidelines and procedures. A tax lawyer will be engaged to assist in this.

### **IMPLEMENTATION ACTION**

<b>ACTION</b>	<b>Responsible</b>	<b>Completion Date</b>
Contingency/Reserve Fund line item to be included in annual operating budget	Executive Director	Immediately
Increase fees for Mailmatch <ul style="list-style-type: none"> <li>- Update Outdoor Mailmatch site for 2019 with new fee</li> <li>- Inform the PTSOs of new fees</li> </ul>	AC Staff	Immediately
Communicate new fee structure for tournaments registrations	AC Staff	February 2019
The finance committee to review other NSO donation policies and develop a draft policy	B. Tataryn	February 2019
The ED to engage a tax lawyer to assist in the review of the draft policy	Executive Director	March 2019
Present draft policy to the Board at next quarterly meeting	Executive Director	April 2019

### **6.3 Membership Policy & Fee Structure**

**R. Tataryn**



Following the Special members meeting input was solicited from the PTSO. The board reviewed version 4 of the policy that incorporated PTSO feedback.

Input from PTSO survey was reviewed.

Changes made under 8. MEMBERSHIP RIGHTS AND PRIVILEGES under n) to better reflect jurisdiction boundaries and the following were added:

- o) The jurisdiction over the development and training of those identified in paragraph n) through the use of the NCCP, Archery Canada programs and/or programs developed by the Member as appropriate.
- p) Collaborate with Archery Canada and other Members, through participation on the Members Council and representation on Archery Canada Committees, on the development of programs, services and projects that would potentially benefit the sport of Archery across Canada.

MOTION		
<b>MOTION #6 Board Meeting – January 12-13, 2019:</b> To approve the revised Membership Policy for 2020 and beyond.		
Moved by: A. Denys	Seconded by: J. March	Carried

The board discussed the fee structure proposed for 2020. A proposed structure presented by the FTAQ was reviewed.

- Consideration being made for a tiered fee structure to take into consideration the degree to which a registered participant may access service. Possible surcharge
- PTSO fee could be increased as suggested by FTAQ
- Recommend to look at other NSO fee structures such as Rowing Canada and Fencing Canada
- Discussion on the Honorary Lifetime membership fee. To be determined if still needed
- Discussion on the need for the honorary Life Member category
- The membership registration system was discussed. Concern that the desired upgrades to the system may not happen and that the system may not be meeting our needs. The system should tie together membership, tournaments and scoring.
- Additional discussion related to the ranking list and the need for this to be tied into the system. Need to determine way to add 3D to ranking list

## **IMPLEMENTATION ACTION**



## 6.5 Selection of Archery Canada Annual Award Recipients

The nominees for the Annual Awards were reviewed and selected as below:

<b>1</b>	<b>D. M. Lovo Award</b>	<b>Nominated by</b>
	No nominee	
<b>2</b>	<b>Greg Durward Volunteer of the Year Award</b>	<b>Nominated by</b>
	<a href="#">Ryan Van Berkel</a>	Shawn Riggs
<b>3</b>	<b>Hank Wiseman Coach of the Year Award</b>	<b>Nominated by</b>
	<a href="#">Linda Price</a>	BCAA
<b>4</b>	<b>Frank Jones Male Athlete of the Year Award</b>	<b>Nominated by</b>
	Austin Taylor	ABAM
<b>5</b>	<b>Dorothy Lidstone Female Athlete of the Year Award</b>	<b>Nominated by</b>
	<a href="#">Virginie Chenier</a>	Shawn Riggs
<b>6</b>	<b>Tom Mack Junior Male Athlete of the Year Award</b>	<b>Nominated by</b>
	<a href="#">Ben Lee</a>	Shawn Riggs
<b>7</b>	<b>Female Junior Athlete of the Year</b>	<b>Nominated by</b>
	Bryanne Lameg	ABAM
<b>8</b>	<b>Sylvio Beauregard Judge of the Year Award</b>	<b>Nominated by</b>
	<a href="#">Randall Jones</a>	AC Judging Committee

<b>1</b>	<b>Volunteer Recognition Pins</b>	
<b>2</b>	<b>Presidential Citations</b>	
	Darcy Dean	

3	Judge Emeritus	Nominated by

### RECOMMENDATION

ACTION	Responsible	Completion Date
To propose to Judging Committee to consider nominating Randall Jones as Judge Emeritus as well	MF Dufour	Immediately

MOTION
<p><b>MOTION #9 Board Meeting – January 12-13, 2019:</b>To select the nominees as identified above as recipients of the 2018 Archery Canada Annual Awards and special recognitions.</p> <p>Moved by: A. Denys    Secinded by: J. March    Carried</p>

It was noted that this year there was not a large response to the nominations process. Discussion on the need to review the nomination process and how to generate increased interest in the awards.

### IMPLEMENTATION ACTION

ACTION	Responsible	Completion Date
Contact Members Council to seek nominations for categories for which no nominees were received	AI Wills	February 2019
Address Awards process with Members Council at next meeting to seek input on how to improve	AI Wills	March 2019
Order plaques, pins and certificates for all award winners.	Executive Director	April 2019
Write bilingual biographies and collect headshots for each recipient for posting to website. Prepare a press release announcement and circulate morning of awards presentation.	Executive Director	June 15, 2018
Notify recipients so that they can plan to attend and receive awards.	Executive Director	July 1, 2018
Present awards to recipients at 2019 AGM or 2019	Executive Director	August 2018

Canadian Target & Field Championship in Prince Albert, SK.		
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## 7. Items for Board Discussion & Review

### 7.1 Risk Management Registry

The board reviewed and updated the recently developed Risk Registry.

The document will be reviewed by the board at least two times per year.

Some discussion points:

- It is a risk that there may be legal challenges to the selection for championships or games teams.
- Identified risk of decreasing membership reported due to competing organizations
- Need to ensure we have succession planning in place for key board member and volunteer roles
- We need to develop a crisis communications plan
- Crisis related Risk registry should be separate from organizational registry and remain confidential
- Organizations such as IBO (Pro3D), ASA and some others present risks for which mitigation strategies need to be developed

ACTION	Responsible	Completion Date
Develop draft Crisis Communication Plan	A. Bull	March 2019
Continue to develop the Risk Registry	K. Balisch and A. Bull	August 2019
Once ready the RR should be shared with members	Executive Director	August 2019
Develop separate RR for crisis scenarios	Executive Director	February 2019
Ensure a file of suspended and expulsions is set up and maintained at AC office and that Member policies align with AC	Executive Director	Report back to board March 2019

### 7.2 Policy Development for Screening and Safesport Practices

The Sport Law and Strategy Group were contracted to develop an appropriate screening policy.

MOTION
<b>MOTION #10 Board Meeting – January 12-13, 2019:</b> To adopt the presented Screening Policy and begin implementation.

Moved by: MF Dufour	Seconded by: B. Tataryn	Carried
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The Coaching sub-committee and HPC reviewed a Concussion protocol developed from the resources provided by Parachute Canada and moved it to the Board of Directors for approval.

MOTION		
<b>MOTION #11 Board Meeting – January 12-13, 2019:</b> To adopt the presented Archery Canada Concussion Protocol and begin implementation.		
Moved by: B. Tataryn	Seconded by: A. Bull	Carried

MOTION		
<b>MOTION #12 Board Meeting – January 12-13, 2019:</b> To adopt the presented Archery Canada Risk Management Policy.		
Moved by: A. Bull	Seconded by: A. Denys	Carried

ACTION	Responsible	Completion Date
Include reference to medical staff and concussion protocol in the hosting manual	MF Dufour	March 2019
Communications strategy on the importance of a concussion protocol	K. Balisch	Immediately

### 7.3 Domestic/International Hosting Strategy

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Focus on the discussion was on the International Hosting Strategy - important opportunities to leverage events for recognition, position, branding etc. Creates important capital with funding agencies, and International Body.

To consider in developing the strategy:

- We need to know if this is something we want to pursue, as it is a competitive and time consuming process. Can Canada sustain the requirements of hosting a world cup for 3 years. With only 4 WC's a year, to get one of them is going to be a challenge.
- We need to determine our strategic goals for hosting, identify clearly why we want to host, our targets and stakeholders, determine our processes.
- If such events align with our strat plan, then develop a competition plan and assess its feasibility.

- World Cups, seen as drivers for increased participation by Sport Canada, have numerous ways we can partner - Canadian Sport Tourism, City grants, Heritage Canada,
- The next potential awarding for an event will be for 2021-2023. We need to begin planning now.
- It is going to come down to leveraging, and finding the right host. Need a good central location, with the infrastructure. Safety considerations, and the tourism reputation. This will make the difference when we go through the bidding process.

Even though Canada will play host to the 2019 3D World Championships, the bidding process seems to have bypassed the organization. While this seems to be on track, in future Archery Canada needs to be actively involved from the start, not close to the end. May need to negotiate the terms with a “host” as the responsibility and the oversight should fall to AC.

If we want to be a nation of archers, we need to hold competitions.

Some potential options other than World Cups:

- A 3D event, with a prize money- attract our 3D archers we are losing,
- Pan Am Championships could be the next step. (Smaller scale, good test).
- Can we work with existing events to develop their role (e.g. Alberta Summer Classic) and use as the basis for events such as Pan American Championships

**Next Steps**

- The Events sub Committee to review
- Leverage on equipment manufacturer contingencies. Ensure this is a consideration in the awards protocols
- Review options to live stream our events (Sport Canada TV, Shaw Cable)

**7.4 Canadian Championships / Categories**

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There has been previous discussion over the number of categories at the Canadian Championships and on confusion related to the naming conventions used for age categories. This topic was addressed during the recent Risk Management workshop.

Therefore bring forward a discussion point on changing our age categories from Junior, Cadet etc to ‘Under 20’, ‘Under 18’ etc. The categories should align with LTAD.

ACTION	Responsible	Completion Date
Direct relevant committees to explore this option and report back to the board by August 2019 with	MF Dufour, A. Wills, A. Bull	March 2019

recommendations to be implemented for 2020 and beyond.		
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## 7.5 P/TSO Member Relations

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Continue the work from the meeting in September and work closely with the PTSO's.

Propose: Initiate a monthly coffee call with the staff of the PTSO's, with the objective to engage the PTSO's and have open dialogue with the staff, share ideas. Could benefit all PTSOs and AC and share best practices, helping to develop each other to be stronger overall.

Noted that we do not have a lot of engagement presently with Alberta. Develop a strategy to engage Alberta, and make the effort to be in touch with them more often.

ACTION	Responsible	Completion Date
Develop monthly operations call with PTSO staff	K. Balisch	February 2019

## 7.6 National Archery in Schools Program in Canada - Bridging the Gap

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The goal of Nasp is to introduce kids and youth to archery in schools. It is incumbent upon us to take the initiative to bridge the gap to connect NASP participants to the PTSOs, working with the PTSOs towards this goal.

It is still an opportunity to attract more members to AC clubs.

We need to ensure that the revised AC website provides a link. Provide information on where they can go next.

Some suggestions from NASP, is to showcase NASP Archers, and who were successful. Have a website connection for NASP participants on our website to help guide them in their next steps.

Follow up points:

- Discuss with PTSOs how they engage with NASP. Are they in touch with the NASP Coordinators
  - Prepare a strategy and make contact with the director of NASP Roy Grimes to further develop
  - Consider booth at the NASP Championships. Encourage the PTSOs to do this as well
- Seek out and build stories on archers who got their start from a NASP experience and went on to become an active potentially lifelong archer.

ACTION: K. Balisch and J. March to develop a plan for NASP Going forward to begin to bridge the gap.



## 7.7 2019 AGM Logistics & Elections

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The 2019 AGM will be in Prince Albert, SK on Thursday, August 8th at 7pm. The following Board of Directors positions are up for election:

- President (for the term 2019-2023)
- VP 3D Archery (for the term 2019-2023)
- VP Development (for the term 2019-2023)
- Athlete Representative (for the term 2019-2023)

ACTION	Responsible	Completion Date
Contact nominating committee for input on above positions (with exception of Athlete Rep)	K. Balisch	February 2019

The following schedule will be in effect for the 2019 AGM:

Date	Time	Event	Location
Wed. Aug 7, 2019	7:00 - 10:00 pm	Board of Directors Meeting	To be determined
Thurs. Aug 8, 2019	7:00 - 8:30 pm	Annual General Meeting	To be determined
Thurs, Aug 8, 2019	8:30 - 9:30 pm	Members Council Meeting	To be determined
Sat. Aug 10, 2019	TBD	Banquet	

Two additional meetings are to be planned for during the Championships

- Town hall at Indoor championships time TBC to be chaired by A. Bull and K. Balisch
- Town hall on Friday, Aug 9th at 7:30 pm to be chaired by MF Dufour and K. Balisch
- Athlete meeting to take place with the athlete representative on the practice day

## 7.8 Program Development (CanBow, Judging, Coaching)

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The CANBOW program was last updated for the print materials in 2001 and remains a valuable program which must now be refreshed. A process is to be put in place to engage PTSOs and clubs for this redevelopment.

There may have been some work done on redevelopment several years ago by K. Chambers B. Savage and J. McDonald. Other possible contacts include J. Hoey (AB) and G. Licke (ON).

The review will include:

- Review of the current Canbow program - its content, resources, costs to participants, cost to Archery Canada
- Assessment of the depth and use of the Canbow program across the country (numbers, popularity in certain regions, retention rates)
- Consultations with user groups regarding their use/non-use of the Canbow program (archers, clubs, PTSOs)
- Review of similar archery youth skills development programs across the country (Explore Archery, JOP, NASP)
- Provide recommendations for future of Canbow, improvement strategies, implementation plans and promotional strategies
- Implementation of a pilot program launch and review/revision before final launch.

ACTION	Responsible	Completion Date
Contact PTSOs to understand the use of the program, what is used, what may be needed	Intern	February 2019
Seek potential resource people to be involved in the redevelopment	Intern	March 2019
Develop strategy to gain feedback from club users	Executive Director/Intern	March 2019
Proposal and call for contractor to manage the project	Executive Director	March 2019

## 8. New Business

### 8.1 True Sport

The Board has agreed to include within the values of the Archery Canada the principles of the True Sport movement. Accordingly Archery Canada will sign on with True Sport.

MOTION
<p><b>MOTION #12 Board Meeting – January 12-13, 2019:</b> Archery Canada believes that sport has the power to instill character in our kids, strengthen communities and increase opportunities for excellence and will declare its commitment to upholding the principles of True Sport.</p> <p>Moved by: B. Tataryn                                      Seconded by: A. Bull                                      Carried</p>

ACTION	Responsible	Completion Date
Sign up with True Sport	K. Balisch	February 2019

## 8.2 Errea Contract

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Discussion on what we define as a sponsor and the benefits provided. The ERREA contract does not provide a great deal to AC but grants a great deal to ERREA. Discussion on the possibility of breaking the contract and seeking a non-binding supplier agreement. The potential with GADAR, an Ottawa based promotional supplier and fulfillment company was discussed.

ACTION	Responsible	Completion Date
Contact GADAR for proposal	K. Balisch	February 2019
Review ERREA Agreement for potential to break	B. Tataryn	January 2019
Discuss NT uniform agreement and future needs with HPC	A. Denys	February 2019

## 9. Next Board of Directors Meeting: May 2019 - Conference Call

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The next Board of Directors Meeting will be planned to be held by conference call in May 2019.

ACTION: K. Balisch to follow up with a Doodle poll to find best date for a May 2019 Board of Directors meeting.

## 11. CLOSING REMARKS & MEETING ADJOURNMENT

Meeting adjourned at 12:55pm Sunday, January 12, 2019.