



*The Albany Council
of the
Traditional Karate-Do Organization, Inc.*

Tax ID:
20-4345998

Joseph A. Sorce
Chief Executive Officer

The regular meeting of The Albany Council of the Traditional Karate-Do Organization Board was called to order at approximately 7:10 p.m. on February 13, 2007 at Price Chopper in Westgate by Jerome Culler.

Present: Jerome Culler, Maryanne Butler, Michele Fields, Elizabeth Alexander, Shawn Sorce, Sensei Pat

Late: None

Absent: Kriste White, Isabel Laboy

Opening:

Jerome welcomed the Board to the meeting.

A. Approval of Agenda

Agenda for 2/13/07 was approved.

B. Approval of Minutes

The minutes of the 1/23/07 & 1/31/07 meeting were not approved because the board needed clarification regarding whose responsibilities it is to order team equipment versus club equipment. An email will be sent to Joe to speak with Shihan and get clarification for the Board and Sensei Pat. Therefore, the minutes will be up for approval at our next meeting.

C. Action Items: None.

D. Discussion Items:

Blackbelt Dinner:

Discussions: We discussed that there would need to be board member coverage at the dojo on the 17th & 24th of February. Shawn, Maryann & Jerome said they were already planning to be there. There was some discussion about the gifts for Shihan and the honorees but since the bake sale fundraising money was marked to fund this dinner, a decision was made to table this until the next meeting to confirm all attending honorees and then decide what the budget would be for any gifts. Jerome asked if we could send out a reminder email to all parents about the deadline for payment. This would be referred to Isabel to send out the reminder.

Action items	Person responsible	Deadline
Send out reminder email to Parents	Isabel	ASAP

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Be at the dojo on February 17th & 24th to collect payments

Shawn, Maryann, Jerome ASAP

□ Association Tournament:

Discussions: Sensei Pat said she confirmed the EMT for the tournament. Equipment has already been order for the tournament. Michele and will work to get a list together of the donations needed for the kitchen. Shawn was to work on confirming the table worker clinic and do a sign up sheet. Michele and Shawn said they would work together to get the volunteer list and food donation list completed and post it at the dojo. Sensei Pat had requested that a parent contact number be included in the sign up sheet for the clinic in case of any questions. She also requested that we send a memo to all parents to let them know that they must place an order for any needed gear prior to March 1, 2007 to ensure on time delivery for the tournament. Shawn had said she checked into the cost of wristbands to identify people that actually paid at the door per Joe and Shihan's request.

Action items	Person responsible	Deadline
Sign up sheets for donations and table workers	Shawn, Michele	ASAP
Send reminder email to parents regarding gear orders	Isabel	ASAP

E. New Business

- 1) Albany River Rats – Shawn contacted the Albany River Rats to see about any other possible dates for a group night but unfortunately could not find a good date that works with our current schedule. The group sales rep told her to keep this in mind for next season and also that we could do a group night during the Albany Conquest season as well.
- 2) Bags- Shawn advised that she order the ACTKO bags that were approved at the last meeting.
- 3) Student Recognition Program- Michele suggested that we do some kind of formal monthly recognition program to encourage the students to stay involved and something that was done fairly and where all students had a chance to win. Maybe a trivia game where a list of questions is provided on the bulletin board and the students fill out a piece of paper and place it in a drop box then have a winner pulled out randomly from all the correct answers. Students could then win movies tickets, or a gift card to a bookstore. Also a formal recognition for good grades every quarter where students bring reports cards in then after viewed by an instructor or board member the student was entered into a drawing every quarter to win a prize for good grades. This would need to be discussed with Shihan and Joe to approve and decide how to administer.

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Meeting was adjourned at 8:14p.m. The next meeting is February 28, 2007 at 7 p.m. at Price Chopper in Westgate Plaza.

Minutes submitted by: Michele Fields

Approved by: _____