

**Judo Saskatchewan Annual General Meeting
Mosaic Place
110-1st Ave NW
Moose Jaw, Saskatchewan
1:00 PM Saturday November 16, 2013**

- 13.1 Call to order:** The meeting was called to order at 13:10 with T.V. Taylor in the chair. There were 18 members and 2 guests that attended
- 13.2 Adoption of the agenda:** Moved by Lorna Hattum-Snider and seconded by Lorna Hattum-Snider that we accept the agenda as presented. **CARRIED**
- 13.3 Minutes of the last AGM:** Moved by Dale Berglund and seconded by Michelle that the minutes be accepted as presented. **Carried**
- 13.4 Business arising from the minutes:** There was a topic in item 12-20 that was to be referred by the Chair of Investigations to committee and this was not followed up and was not raised as an issue. The matter is now concluded.
- 13.5 President's Report:** T.V Taylor presented a written report (see attached) and moved acceptance; seconded by Lorna Hattum-Snider **Carried**
- 13.6 Vice President's Report:** Logan Thiessen was unable to attend due to road conditions but presented a written report (see attached). Michelle Wiens moved acceptance; seconded by Sandy Taylor **Carried**
- 13.7 Treasurer's Report:** Sandy Taylor presented a written report and the audited financial statements (see attached) and moved acceptance; seconded by Darryl Potts. **Carried** Sandy moved that that Frank Garrett, BBA, CMA, Priority-One Business Services of Regina be approved as our auditor for fiscal year 2013-2014. Seconded by Nicole Dyck **Carried**
- 13.8 Finance Committee Report:** Greg Seib presented a written report (see attached) and moved acceptance; seconded by Kate Schneider **Carried**
- 13.9 Athlete's Rep. Report:** Nicole Dyck presented a written report (see attached) and moved acceptance; seconded by Lorna Hattum-Snider **Carried**
- 13.10 Registrar's Report:** Kate Schneider presented a written report (see attached) and moved acceptance; seconded by Sandy Taylor **Carried**
- 13.11 Chair of Participation & Development Report:** T.V Taylor presented a written report (see attached) and moved acceptance; seconded by Michelle Wiens. **Carried**
- 13.12 Chair of Coaches Report:** Robb Karaim presented a written report (see attached) and moved acceptance; seconded by Ross Kostron **Carried**
- 13.13 High Performance Coach & Director of Development Report:** Ewan Beaton presented a written report (see attached) and moved acceptance; seconded by Greg Seib. **Carried**
- 13.14 Grading Board Report:** Robb Karaim presented a written report (see attached) and moved acceptance; seconded by Dale Berglund **Carried**
- 13.15 Official's Committee Report:** Robb Karaim presented a written report (see attached) and moved acceptance; seconded by Kate Schneider. **Carried**

13.16 National Coaching Certification Program Report: Ewan Beaton presented a written report (see attached) and moved acceptance; seconded by Michelle Wiens. **Carried**

13.17 Newsletter/Web Page Editor's Report: Michelle Wiens presented a written report (see attached) and moved acceptance; seconded by Sandy Taylor. **Carried**

13.18 Chair of Investigation Report: Kim Korven presented a written report (see attached). Sandy Taylor moved acceptance; seconded by Tammy Guthrie. **Carried**

13.19 Election of Officers and Chairperson

- Vice President – the nominating committee presented Kate Schneider who was declared Vice President by acclamation
- Chair of Finance – the nominating committee presented Greg Seib who was declared Chair of Finance by acclamation
- Secretary – Brian Cook nominated Brady Burnett, seconded by Dale Berglund. There were no further nominations. Brady accepted the nomination and was declared Secretary.
- Director – the nominating committee presented Dale Berglund who was declared Director by acclamation
- Chair of Participation & Development – the nominating committee presented Tammy Guthrie who was declared Chair of Participation & Development by acclamation
- Chair of Grading Board – 1 year term – the nominating committee presented Brian Cook who was declared Chair of Grading Board by acclamation
- Athletes Representative – will be elected at the Dec 15 team training in Watrous

13.20 New business

- There was a general discussion on the topic of adding an event to be held in conjuncture with the AGM. Suggestions were to have it with the Coaches Retreat; or with the first tournament of the year; or with the Regina Y kids tournament: or with the fall Team Training. Some felt it is better to have it as a stand-alone event. The new Executive will make a decision.
- It is mandatory that all coaches complete the Respect in Sport training and our completion rate is very low so far. The Executive will have to make some decisions on non-compliance in the future as it may have significant impact on our standing and funding with Sask Sport..
- Judo Sask By-laws require all club coaches to have a criminal records check for service with the vulnerable sector. Again the Executive may have to take action if there is non-compliance.
- The issue was raised if Judo Saskatchewan had a Hall of Fame policy and what is needed. It was noted that previous attempts did not get the support needed. It was suggested that Judo Saskatchewan needs to record its history and this would include a Hall of Fame.

- Discussion around the Awards Banquet as it is now held in April but our year end does not occur until August 31, therefor some accomplishments are missed. It was noted Saskatchewan Sport does not hold a formal awards banquet but tries to recognize individuals at events within the respective areas and events.

13.21 Date and Location of next AGM: The next AGM will be held in Regina on November 22, 2014

13.22 Adjournment: Dale Berglund moved adjournment at 14:30 **Carried**

Attendance

Voting members

1	Kokoro-e - Bengough	Berglund	Dale
2	Senshudokan - Regina	BURNETT	Brady
3	Koseikan - Moose Jaw	COOK	Brian
4	Regina Y	DORNSTAUDE	Chris
5	Ju No Ri - Watrous	DYCK	Nicole
6	Kenshukan - Prince Albert	GUTHRIE	Tammy
7	Avonhurst	Hattum-Snider	Lorna
8	Swift Current	JEWITT-FILTEAU	NANCY
9	Regina Y	Karaim	Robb
10	Avonhurst	KOSTRON	Ross
11	Ju No Ri - Watrous	POTTS	Darryl
12	Vibank	SCHNEIDER	Kate
13	Ju No Ri - Watrous	SEIB	Gregory
14	Kenshukan - Prince Albert	TAYLOR	Sandy
15	Kenshukan - Prince Albert	TAYLOR	TV
16	Koseikan - Moose Jaw	WIENS	Michelle
17	Koseikan - Moose Jaw	WIENS	William
18	Regina Y	YUEN	Jeannine

Guest

1		Caron	Jesse
2		Edwards	Tracy

**Judo Saskatchewan Annual General Meeting
Mosaic Place
110-1st Ave NW
Moose Jaw, Saskatchewan
1:00 PM Saturday November 16, 2013**

Judo Saskatchewan AGM: Belle Plaine Room

1. Call to order 1:00 PM
2. Adoption of the agenda
3. Minutes of the last AGM
4. Business arising from the minutes
5. President's Report
6. Vice President's Report
7. Treasurer's Report
8. Finance Committee Report
9. Athlete's Rep. Report
10. Registrar's Report
11. Chair of Participation & Development Report
12. Chair of Coaches Report
13. High Performance Coach & Director of Development Report
14. Grading Board Report
15. Official's Committee Report
16. National Coaching Certification Program Report
17. Newsletter/Web Page Editor's Report
18. Chair of Investigation Report
19. Election of Officers and Chairperson
 - Vice President – 2 year term – must be a black belt
 - Chair of Finance – 2 year term
 - Secretary – 2 year term
 - Director – 2 year term
 - Chair of Participation & Development – 1 year term
 - Chair of Grading Board – 1 year term – must be a black belt
 - Athletes Representative – will be elected at the Dec 15 team training in Watrous
20. New business
 - Items from the floor
 -
 -
 -
 -
21. Date and Location of next AGM
22. Adjournment

President's Report

During the past year I have attended and chaired all meetings of the Judo Saskatchewan Executive Committee and participated in all selection committee meetings. I have chaired the Participation and Development Committee, Chaired the Sanction Committee. I have been an active member of the Finance Committee, the High Performance Planning Initiative Committee, and the Coaches Committee.

Executive Committee Membership: We require additional and new members to serve on the Executive. There is no education or experience requirement only an ability to read and analyze various proposals and bring your best opinions to a collective group for a decision. The Executive meets four times a year with the planning budget meeting in July being a 6 hour meeting and most others approximately 2 hours. We have a couple of no-cost conference calls as well. Please consider letting your name stand to join this very dedicated group.

Judo Saskatchewan Strategic Plan 2013 - 2016: I am pleased to report that on July 20, 2013 Judo Saskatchewan approved a strategic plan for the next four years. This plan is readily available for all to see.

Judo Saskatchewan High Performance Plan 2013 - 2018: Our final High Performance Plan has been approved and filed with Sask Sport and we will now have to focus on following this as we will be evaluated on it. It is currently being rolled out and we are holding town hall meetings in each center.

Change in Age Divisions: Based on World events Judo Canada has amended the age divisions for 2013/2014, to be Grand Masters, Senior, U21, U18, U16, U14, U12 etc.

Judo Sask Calendar of Events: Judo Sask has been approved to have the annual Sask Open Judo Championships become a Judo Canada points tournament which will raise the profile of this very good event.

Judo Saskatchewan Sanction Committee: This committee is currently comprised of Kim Korven, Robb Karaim and T.V. Taylor. The committee has done much consultation and came up with the following to be applied this coming judo season to support Judo Sask's goal to increase participation to 120 entries at each tournament. To do this and get more opportunities to participate we have approved the following:

1. Each tournament will host a newaza tournament for all white & yellow belts starting at 10:30. No formal scoring and all participants receive a same color medal or ribbon. All matches will be two minutes of participation time. Every attempt will be to provide a minimum of 3 matches for each participant and may involve four matches at a time involving 8 participants. There is no cost for White belts to compete in white/yellow belt U10, U12 & U14 newaza competitions. There will be a free pizza Party for all U10, U12 & U 14 athletes immediately following their medal presentations.
2. Each tournament will host an event for U10, U12 & U14 immediately following the newaza. There will be no formal scoring for U10 and U12 and all participants will receive a same color medal or ribbon. All matches will be two minutes of participation time. Every attempt will be to provide a minimum of 3 matches for each participant. If we have large numbers we may run more than two matches at a time.
3. U14 will be 3 minutes will involve formal scoring and 1st, 2nd & 3rd place medals. Every attempt will be to provide a minimum of 3 matches for each participant.
4. Weigh in for the older divisions will be extended till 12:00
5. Round robin pools will be used for all divisions with less than 8 entries.
6. Our Provincial High Performance Coach will run a ½ hour fun warm up for the younger athletes at 10:00 and a ½ hour warm up session for the older groups at 12:30 in order to provide more on mat fun time for all participants.

Coach Development: As part of our plan for coach development we hosted a very successful event with Peter Gardiner in September 2012. We plan to again bring in Peter Gardiner for our retreat in September of 2014, to be held at the Manitou Springs Resort and Spa on September 12, 13 & 14, 2014.

Respect in Sport Policy: The Province of Saskatchewan has adapted the Respect in Sport policy and it is now mandatory that all coaches, in any jurisdiction in Saskatchewan must complete the online Respect in Sport certification (or equivalency).

Judo Saskatchewan is committed to creating a sport environment in which all individuals are treated with respect and dignity. Coaches have a responsibility to create a sporting environment that is free of harassment, abuse, bullying and neglect.

Judo Saskatchewan requires that all coaches participating in judo at the club, provincial or national level have completed the online Respect in Sport certification (or equivalency), as required by Sask Sport Inc. prior to April 30, 2014.

It has been an honor to be your president. I respectfully move acceptance of my report.

T.V. Taylor
November 16, 2013

Vice President's Report

In the previous judo season I attended the following tournaments:

Watrous Dec. 15/12
Sask. Open Jan. 19/13
Swift Current March 2/13
Edmonton April 5-7/13

I was also involved or attended all Executive meetings or conference calls with the exception of the Prince Albert meeting.

I respectfully move acceptance of my report.

Logan Thiessen
Vice President
Judo Saskatchewan

The Discipline committee had one complaint brought to my attention. This incident stemmed from an issue at Jr. Nationals. After forwarding the complaint to the Investigation Committee, it was decided that there was not enough clear evidence to warrant any disciplinary action.

I respectfully move acceptance of my report.

Logan Thiessen
Chair of Discipline

Treasurer's Report

On August 31, 2013 the books were closed and prepared for audit. The audit was completed on October 10, 2013. A copy of the audited financial statements for the fiscal year ending August 31, 2013 is attached to my report.

Currently the positions that have signing authority are the President, Chair of Finance and Treasurer. The Judo Saskatchewan bylaws require two out of the three signatures on cheques written on the organization's bank account.

Our bylaws require that our auditor be approved at our AGM. Last year the membership approved Iris Howden, CMA of Regina to act as auditor for this past fiscal year. Unfortunately Iris was unable to fulfill her obligation and advised us on August 12, 2013 that she was transferring our file to Frank Garrett, CMA of Regina. Due to the short notice, the executive approved Frank Garrett as auditor for the fiscal year September 1, 2012 to August 31, 2013.

I met with Mr. Garrett and his team on September 13, 2013 and signed a contract for services on behalf of Judo Saskatchewan. The audit fees originally quoted by Iris Howden were honored by Mr. Garrett. All deadlines and reporting requirements have been met.

I have received a quote of \$2200.00 plus taxes for next fiscal year with no increase for two years. I recommend that Frank Garrett, BBA, CMA, Priority-One Business Services of Regina be approved as our auditor for fiscal year 2013-2014.

I respectfully move acceptance of my report.

Sandy Taylor
November 16, 2013

Saskatchewan Kodokan Black Belt Association Inc.
Audited Financial Statements
August 31, 2013

Saskatchewan Kodokan Black Belt Association Inc.

Audited Financial Statements

August 31, 2013

Saskatchewan Kodokan Black Belt Association Inc.

August 31, 2013

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Independent Auditors' Report

To the Members of
Saskatchewan Kodokan Black Belt Association Inc.

We have audited the accompanying financial statements of Saskatchewan Kodokan Black Belt Association Inc., which comprise the statements of financial position as at August 31, 2013 and the statements of Operations, unrestricted net assets and cash flows for the period then and the summary of significant accounting policies and other explanatory information.

Managements Responsibility

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Accounting Standards for Not-For-Profit and for such internal control as management determines necessary to enable preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with Canadian Generally Accepted Auditing Standards. Those standards require that we comply with ethical requirements and plan and perform the audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained in our audits is sufficient an appropriate to provide basis for our audit opinion.

Opinion

In our opinion, these financial statements present fairly, in all material respects, the financial position of the organization as at August 31, 2013 and the results of its operations and cash flows for the period ended August 31, 2013 in accordance with Canadian Accounting Standards for Not-For-Profit organizations.

Comparative Information

Without modifying our opinion, we draw attention to note 2 to the financial statements, which describes that Saskatchewan Kodokan Black Belt Association Inc. adopted Canadian Accounting Standards for Not-For -Profit organizations on August 31, 2013 with a transition date of September 1 2012. We were not engaged to report on the comparative restated information, and as such, it is unaudited.

Regina, Saskatchewan

Frank E. Garrett, Certified Management Accountant

October 7,2013

Saskatchewan Kodokan Black Belt Association Inc.

Statement of Financial Position

Year Ended August 31, 2013

(with comparative figures at August 31, 2012)

	2013	2012	Sept 1,2012
Assets			
Current Assets			
Cash (Note 3)	\$ 143,562	\$124,210	\$ 157,429
Short term investments (Note 3)	157,757	157,757	56,883
Accounts receivable, net of allowances (Note 3)	4,580	3,692	5,846
Other current assets	2,429	3,101	10,897
Total Current Assets	\$ 308,328	\$ 288,760	s 231,055
Liabilities and Shareholders' Equity			
Current Liabilities			
Accounts payable and accrued liabilities (Note 3)	\$2,212	\$ 2,854	\$ 3,390
Deferred income/revenue (Note 4)		20,000	
Total Current Liabilities	\$ 2,212	\$ 22,854	\$ 3,390
NET ASSETS			
Unrestricted net assets	\$ 306,116	\$ 265,906	
Total Liabilities and Equity	\$ 308,328	\$ 288,760	\$ 3,390

Approved on Behalf of the Board:

Saskatchewan Kodokan Black Belt Association Inc.

Statement of Operations

Year Ended August 31, 2013

(with comparative figures at August 31, 2012)

	2013	2012
Revenue		
Sask Lotteries Trust Fund, Sports Division (Schedule 1)	\$ 202,700	\$ 192,494
Self Help Revenue (Schedule 2)	73,431	78,590
Athletes Contribution (Schedule 3)	50,758	48,526
Interest	1,932	1,823
Total revenue	\$ 328,821	\$ 321,433
Cost of goods sold		
Operating expenses		
Participation (Schedule 4)	\$ 48,462	\$ 50,477
Administration (Schedule 5)	9,708	9,058
Other operating expenses (Schedule 6)	11,131	29,850
Capacity/Interaction (Schedule 7)	18,671	12,665
Excellence (Schedule 8)	167,839	172,301
Categorical grants (Schedule 9)	32,800	8,841
Total operating expenses	\$ 288,611	\$283,192
EXCESS OF REVENUE OVER EXPENSE	\$ 40,210	\$ 38,241

Saskatchewan Kodokan Black Belt Association Inc.

Statement of Unrestricted Net Assets

Year Ended August 31,2013

(with comparative figures at August 31,2012)

	2013	2012
UNRESTRICTED NET ASSETS, beginning of year	\$265,906	\$227,665
Excess of Revenue over Expense	40,210	38,241
UNRESTRICTED NET ASSETS, end of year	\$306,116	\$265,90

The accompanying notes are an integraof these financial statements.

Saskatchewan Kodokan Black Belt Association Inc.

Statement of Cash Flows

For the Year Ended August 31,2013

	2013	2012
CASH FLOWS FROM OPERATING ACTIVITIES:		
Net income (loss) for the period	\$ 40,209	\$ 38,241
Prepaid expenses	672	7,796
Accrued interest receivable	(538)	100
Accounts receivable	(620)	1,935
GST Receivable	270	119
Accounts payable	(641)	(536)
Deferred grant revenue	(20,000)	20,000
	19,352	67,655
Net increase (decreases) in cash	19,352	67,655
CASH AND CASH EQUIVALENTS, beginning of year	281,967	214,312
CASH AND CASH EQUIVALENTS, end of year	\$301,319	\$ 281,967

Cash and cash equivalents consist of the following:

Cash	\$ 143,562	\$ 124,210
Short term investments	157,757	157,757
	\$ 301,319	\$ 281,967

Saskatchewan Kodokan Black Belt Association Inc.

Notes to the Financial Statements

For the Year Ended August 31, 2013

1. Purpose of the Organization

Saskatchewan Kodokan Black Belt Association Inc. (operation as Judo Saskatchewan) is a Provincial Sport Governing Body, dedicated to the promotion of Judo for all and the development of competitive excellence. Saskatchewan Kodokan Black Belt Association Inc. was incorporated and is continued under the Non-Profit Corporations Act of Saskatchewan, and has accordingly claimed exemption to any income taxes on income reported.

2. Adoption of Accounting Standards for Not-for-Profit Organizations

These financial statements are prepared in accordance with Part III of the CICA Accounting Handbook.

The CICA's first reporting period using Part III is for the year end August 31, 2013. As a result, the date of transition to Part III is September 1, 2012. The CICA presented financial statements under its previous Canadian Generally Accepted Accounting Principles annually to August 31st of each fiscal year up to, and including August 31, 2013.

3. Significant Accounting Policies

a) *Use of Estimates*

The preparation of the financial statements in conformity with Canadian Accounting Standards for Not-For-Profit Organizations requires management to make estimates and assumptions that affect reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. Actual results could differ from those estimates.

b) *Cash*

Cash is comprised of funds in the bank chequing account.

c) *Short Term Investments*

Investments are classed as short term investments and are carried at fair market value.

d) *Revenue Recognition*

Grant revenue is recorded in the period in which the grant pertains. Grants received in advance are deferred. Grants received for specific programs or projects are recognized as revenue as the related costs are incurred. Program grants pertaining to prior years that remain unused may be required to be refunded to the sponsor.

e) *Financial Instruments*

The organization has financial instruments consisting of accounts receivable and payable. The carrying value of these financial instruments approximates fair value due to their short nature.

Saskatchewan Kodokan Black Belt Association Inc.

Notes to the Financial Statements

For the Year Ended August 31, 2013

f) Measurement Uncertainty

The preparation of the financial statements in accordance with Canadian Accounting Standards for Not-For-Profit Organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period then ended. Actual results could differ from those estimates. Significant areas requiring the use the management estimates relate to the determination of the collectible amount of accounts receivable and the amounts recorded as accrued liabilities.

4. Deferred Grant Revenue

During the 2012/2013 fiscal year, the organization recognized the \$20,000 as income from the Saskatchewan Lotteries Trust Fund for expenditures related to the High Performance Coach Capacity Grant. These expenditures have occurred in this fiscal year.

5. Fundraising/Sales

Fundraising/sales revenues reported on Schedule 2 of the financial statement are shown at net and include the following.

Sportswear Revenue	\$832
Other Sales Revenue	84
Sportswear Expenditures	(1181)
Team Uniform Expenditure	104
Total Revenue	\$(161)

6. Economic Dependence

Saskatchewan Kodokan Black Belt Association Inc. currently receives significant revenue in grants from Saskatchewan Lotteries Trust Fund for Sport, Culture, and Recreation. As a result, the organization is dependent upon the continuation of these grants to maintain operations at their current level.

7. Comparative Figures

Certain comparative figures have been reclassified to conform with the presentation adopted in the current year.

Saskatchewan Kodokan Black Belt Association Inc.

Schedule of Revenues

For the Year Ended August 31, 2013

	2013	2012
Schedule 1 - Sask Lotteries Trust Fund, Sport Division		
Annual Funding	\$ 129,900	\$ 126,033
Membership Assistance Program	20,300	18,600
Hosting	2,500	2,316
Future Best	10,000	6,525
High Performance Coach Grant	40,000	39,020
Total	<u>\$ 202,700</u>	<u>\$ 192,494</u>

	2013	2012
Schedule 2 - Self Help Revenue		
Membership Fees	\$ 32,630	\$ 34,805
Training Camps	39,128	32,272
Donations		350
Miscellaneous		870
Tournament Fees	1,834	1,322
Fundraising/Sales (net) (Note 5)	(161)	9,494
Total	<u>\$ 73,431</u>	<u>\$ 78,590</u>

Saskatchewan Kodokan Black Belt Association Inc.

Schedule of Revenues

For the Year Ended August 31, 2013

	2013	2012
Schedule 3 - Athlete Contribution (Self-Help Revenue)		
Abbotsford	\$ 3,895	\$ -
Edmonton International		1,970
Nationals	14,013	-
Junior Nationals		19,880
Ontario Open	7,000	8,838
Pacific International	11,100	3,956
Quebec Open	2,400	4,697
Winnipeg Inner City	7,875	5,255
Senior Nationals Competition		2,106
Grading Board Fees	2,100	1,300
Miscellaneous		870
Exceptional Needs Project	<u>2,375</u>	-
Total	<u>\$ 50,758</u>	<u>\$48,526</u>

Saskatchewan Kodokan Black Belt Association Inc.

Schedule of Expenses

For the Year Ended August 31, 2013

	2013	2012
Schedule 4 - Participation		
Athlete Development		
Introductory programs	\$ 26,067	\$ 23,997
Equipment		10,796
Target Initiatives	3,880	2,728
Committees - Grading Board	3,845	3,233
Coaching Development		
Travel	3,224	4,103
Clinics and professional development	5,672	4,813
Officials Development		
Clinics	579	702
Technical Materials	135	105
Developmental Program	<u>5,060</u>	
Total	<u>\$48,462</u>	<u>\$ 50,477</u>

	2013	2012
Schedule 5 - Administration		
Audit	\$ 2,150	\$ 2,150
Insurance	5,160	5,899
Office Operations	<u>2,398</u>	<u>1,009</u>
Total	<u>\$ 9,708</u>	<u>\$ 9,058</u>

	2013	2012
Schedule 6 - Other Operating Expenses		
Non Profit Corporation Fees	\$ 10	\$
National Dues	11,020	
Other Membership Fees	<u>101</u>	<u>11,250</u>
Total	<u>\$11,131</u>	<u>\$ 11,250</u>

Saskatchewan Kodokan Black Belt Association Inc.

Schedule of Expenses

For the Year Ended August 31,2013

	2013	2012
Schedule 7 – Capacity/Interaction		
Promotion	\$ 1,125	\$ 1,852
Exceptional needs Project	10,643	5,668
Volunteer/Staff Recognition	1,500	1,500
Conferences and Symposiums		292
Meetings (Board, Committee, AGM)	<u>5,403</u>	<u>3,353</u>
Total	<u>\$18,671</u>	<u>\$12,665</u>

	2013	2012
Schedule 8 - Excellence		
Athlete Development		
Competition	\$ 67,195	\$ 66,034
Training/Athlete development	6,109	4,426
Coaching Development		
High Performance Coaching Salary & Benefit	62,082	60,250
Coaching Development	18,803	30,770
Officials Development	10,564	10,588
Athlete Assistance	3,000	
Sports Science	<u>86</u>	<u>233</u>
Total	<u>\$ 167,839</u>	<u>\$172,301</u>

	2013	2012
Schedule 9 - Categorical Grants		
Membership Assistance Program (details in schedule 10)	\$ 20,300	\$ 18,600
Hosting	2,500	2,316
Future Best	<u>10,000</u>	<u>6,525</u>
Total	<u>\$ 32,800</u>	<u>\$27,441</u>

Saskatchewan Kodokan Black Belt Association Inc.

Schedule of Expenses For the Year Ended August 31, 2013

	2013	2012
Schedule 10 - Membership Assistance Program		
Avonhurst Judo Club	\$ 2,785	\$ 1,950
Vibank Judo Club	1,450	1,850
Swift Current Judo Club	1,400	1,500
Moose Jaw Judo Club	2,620	3,000
Watrous Judo Club	2,159	2,150
Senshudokan Judo Club	1,461	3,000
Regina Y Judo Club	1,950	1,250
Saskatoon Judo Club	3,000	2,400
Lloydminsler Judo Club	2,235	1,500
Prince Albert Judo Club	<u>1,240</u>	
Total	<u>\$ 20,300</u>	<u>\$18,600</u>

Chair of Finance Committee Report

Another successful year has wound up for our organization. We are now well into another exciting season.

Sask Sport has been continuing the trend of a 3% increase per year to our annual funding. For the 2012/13 season our annual funding was \$129,900.00. For the 2013/14 season funding will be \$133,800.00. MAP funding this past season was \$20,300.00 for this season funding is set at \$20,500.00.

At our budget meeting in July we approved changes the MAP grant for the 2013/14 season. The funding levels have been changed to \$70.00 per registered member to a maximum of \$4200.00 per club. Also the requirement to supply a copy of the previous year's financial statements for the club has been removed. Just a reminder application deadline is Dec.1 2013.

Over the next few months Sask Sport will be conducting their review of our organization. The outcome of this review will be the base for our funding for the next 3 year term.

I respectfully submit my report,

Greg Seib

Judo Sask Chair of Finance

Athlete's Rep. Report

This past season was quite uneventful as far as athlete concerns. No issues were brought to my attention between the last AGM and this AGM. The athletes appear to be quite happy with how things are going in Judo Sask.

At the next tournament team training, the athletes will be able to vote for a new athlete's rep. Due to personal commitments I am not going to let my name stand at this time.

Please respectfully move acceptance of my report.

Nicole Dyck

Registrar's Report

For the 2012-2013 season, seventeen clubs registered, plus one independent registration. Our membership decreased significantly. Only one club increased their membership by 10 or more.

	2011-2012		2012-2013	
	Mudansha	Yudansha	Mudansha	Yudansha
Avonhurst (Regina)	41	2	59	3
Battleford	36	2	29	3
Independent	2		1	
Ju No Ri (Watrous)	40	8	42	8
Kenshukan (Prince Albert)	34	5	32	5
Kokoro-e (Bengough)		2		2
Koseikan (Moose Jaw)	70	9	62	9
Lloydminster	86	4	74	6
Melfort	6	2		1
Pense	60	1	59	1
Prairie Spirit (Saskatoon)	3	2	4	2
Regina Y	33	6	37	7
South Corman Park (Saskatoon)	36	9	29	9
Senshudokan (Regina)	57	3	41	3
Saskatoon Y	74	13	77	11
Stanley Mission	26	0	25	
St Brieux	0	1		
Swift Current	27	3	25	3
Vibank	36	1	28	1
Totals	667	77	624	74
		744		698

I do not send registration files to Judo Canada until fees are received, so it is imperative that once clubs send their files to me, a cheque for the fees follows in the next day or two. Also note, registrations and fees are due 30 days prior to the AGM. This year, it has been a struggle to get pertinent registrations in on time. Therefore, when you receive your files at the beginning of the season, register your coaches, anyone who will be attending the AGM and/or running for office, and athletes who will be competing in the first tournament of the year - before the end of September. The rest of the registrations can follow later.

There were only a couple of cases where members were not registered, but competed in a tournament. I make mistakes too; one of those was my error. Otherwise, registrations were received in a timely manner. Thank you for that and keep up the good work!

I move my report as submitted,

Kate Schneider
Registrar

Chair of Participation & Development Report

At the 2012 Annual General Membership meeting Judo Saskatchewan did not fill the position of Chairperson for this committee. As this is a very important and required component of our existence, I filled in with much help from the past Chair, Lynn Schaan without whose guidance we would not have achieved what we did. Assistance and support also came from Ewan Beaton and Tammy Guthrie who were members of the committee. Tammy Guthrie joined the volunteer ranks and spent a great deal of time learning and assisting in the delivery of our programs. I would very

much like to thank Lynn, Ewan and Tammy for their help. A special thanks to all the volunteers who give of their time to assist in providing services and programs to our members. Without the volunteers we cannot provide the programs and services.

Participation and Development is responsible for increasing lifelong participation for all sections of our communities "...within the Long Term Athlete Development stages of: Active Start, FUNdamentals, Learn to Train, Train to Train, and Active for Life." We try to do this through several areas.

Participation & Development received \$11,000 in funding from Judo Saskatchewan and raised another \$34,100 to fund the programs. They joined with the Exceptional Needs grant and facilitated a very successful Coaches Retreat in Prince Albert in September 2012 with Peter Gardiner in attendance in an attempt to develop our club coaches who are the foundation of our sport.

Other programs provided throughout the last year were:

1. Club Visits by our High Performance Coach and Director of Development
2. Facilitated a Goodwill Camp in Moose Jaw for 14 and younger athletes
3. Facilitated a Winter Camp in Watrous In December 2012
4. Facilitated a Summer Camp in Outlook in August 2013
5. Provided introduction programs such as school visits and a pizza party after a tournament
6. Provided campership grants to those who may not have the funds to attend.
7. Provided Coach Development opportunities for Club coaches to attend events out of province.
8. Maintained a Crest Program for beginner athletes
9. Supported marginalized athletes to pay registrations or camp fees.

In closing I would like to thank all those who helped in the delivery of the Participation & Development programs. I look forward to working with the new Chair of this committee.

T.V. Taylor.

Chair of Coaches Report

The following is a list of items I was involved with during the past year:

COMPETITIONS and TEAM TRAININGS:

- 1) Attended the U of Manitoba Open on December 1, 2012. Judo Sask athletes did very well at this competition winning many divisions.
- 2) Attended the Watrous Tournament on December 15, 2012. Smaller turnout than expected.
- 3) Attended the Sask Open Championships on January 19, 2013. There were some very good size divisions and our athletes were challenged with good competition from across Western Canada.
- 4) Attended the Inner City tournament in Winnipeg on February 9, 2013. The Saskatchewan athletes did very well against the out of province competitors.
- 5) Attended the Pacific International tournament in Vancouver on February 16, 2013. We had a lot of good matches and gained valuable experience by taking a large team by bus to this event. It was good in another aspect as this will be the site for the upcoming Nationals so we got a good look at the venue and hotel beforehand. The two team trainings the next day presented our athletes the opportunity to practice with some high national level coaches and athletes.
- 6) Attended the Swift Current tournament on March 2, 2013. This was a smaller event but some very good matches. Thanks to the clubs from Raymond and Lethbridge AB who helped make this event an even bigger success with all their athletes who came out.

- 7) Attended the Provincial Championships in Prince Albert on March 23, 2013. Another low turnout due to bad weather in some parts of the province.
- 8) Attended the Edmonton International tournament on April 6, 2013. I did not referee this event and did get to coach 8 different Judo Sask athletes. I provided them and their coaches feedback with a follow up e-mail which I received very positive feedback as well. There were some very good size divisions and our athletes were challenged with good competition from across Western Canada.
- 9) Attended the team training in Moose Jaw on April 28, 2013. Unfortunately I was not able to attend the competition the day before due to personal matters.
- 10) Attended the Ontario Open tournament in Toronto on May 18-19, 2013. We had a lot of good matches and gained valuable experience at this event.
- 11) Attended and lead two team trainings at the Moose Jaw team training on June 15, 2013. This training focused on more new rule changes and had refereed matches for the whole afternoon session. Each athlete was able to get in between 10-12 two minute matches each. Thanks to the Moose Jaw club for providing score boards and timers and to the referees who came out and did a great job that afternoon.
- 12) Attended the National Championships In Vancouver from July 3-7, 2013. I was in the referee role but had the best seat in the house during a lot of Judo Sask athlete's matches. We had some good results and some not so good results. Congrats to Sydney Poliakiwski for earning a spot on the Canadian team going to the World Junior Championships.
- 13) Attended the national team training camp from July 8-10, 2013. Judo Sask athletes worked hard and the injured and side sitters were way down from previous training camps. Any athletes that didn't or couldn't finish a training session were noted with the reason. This practice will continue to see if there is an issue with any individuals constantly missing trainings.
- 14) Attended the week long Summer Camp in Outlook from August 11 - 17, 2013. I focused on watching the guest coaches present their technical skills and helped the athletes with practicing the skills when required.
- 15) Attended the 3 day Coaches Retreat in Saskatoon from September 20 - 22, 2013. At the retreat I gave a short presentation on the Selection Criteria as well as a technical seminar on some uncommon throws in the new grading syllabus.
- 16) Attended the 3 day fall team training in Moose Jaw from September 22 - 29, 2013. We have a lot of good young fighters coming up and have to ensure we retain them for the future.

MEETINGS and OTHER DUTIES:

- 1) Chaired a Coaches Committee meeting after the Swift Current tournament. Discussions on changes to the selection criteria for Nationals and Canada Games. Briefly discussed the High Performance Plan and development of our U13 / U15 athletes. We did not discuss any other agenda topics due to time constraints.
- 2) Chaired the Selection Committee for athletes and coaches to travel to Ontario Open on May 18 and 19, 2013. Some athletes will also be staying for further training in Montreal and at Jason Morris's Judo Club.
- 3) Involved in several discussions regarding possible coaches and coaches uniforms for Nationals.
- 4) Chaired the selection committee meeting on selections and funding for athletes going to the 2013 National Championships.
- 5) Attended a Sask Sport HPPI meeting in Regina on June 14, 2013. The meeting discussed best practices for HPPI plans and had different sports present different areas of their plans.
- 6) Many discussions with the Selection Committee for the new selection criteria which was sent out by Ewan after the Nationals were completed. Only one coach so far had any concerns and they were dealt with directly by me to prevent multiple responses for clarification.
- 7) Prepared and submitted the proposed Coaches Budget for the 2014-2015 season.
- 8) Chaired the Selection Committee for athletes and coaches to travel to Quebec Open Competition and training camp from November 1 – 6, 2013.

- 9) Had many e-mails and discussions regarding the Quebec Open Selections, Coaches Retreat, HPP roll out to the clubs, etc.

I respectfully submit my report,

Robb KARAIM
Chair of Coaches

High Performance Coach & Director of Development Report **November 16, 2013 AGM Report**

Judo Saskatchewan had a good year at the national level and inter-provincial competition level. The problem with *good* is that it is the enemy of *great*. Good will only bring us so far and often we feel we are making progress but in reality we are maintaining as our competition is improving as well. We will have to work together and make more of a commitment if we want to become great. It is very important that coaches and athlete embrace the fact that there has to be a refinement of the technical skill set of everyone within the Judo Saskatchewan system.

There were new rule changes that were introduced by the IJF that effected our higher level athletes but in general the changes are for the good and the athletes have adapted well.

It is very important that Judo Saskatchewan clubs, coaches, athletes and parents buy into the Judo Saskatchewan High Performance Plan. Saskatchewan athletes will need to do more than what they are currently doing day to day in respect to their training. If we want to improve results at the national level and have consistency then it is important build a foundation of training so we can compete with the best in Canada and the best in the world.

Since the AGM in November 2012

I participated in judo 100 club trainings/club visits;

I ran 4 team trainings,

I ran 2 regional trainings,

I was involved with training 5 camps (Winter Camp, Summer, Inter-Provincial Camp, Fall Camp , Sports for All),

I attended 4 in province competitions,

I spent 39 days out of province on judo Saskatchewan related events,

I spent 39 days out of province on Judo Canada related events. (a number of times Judo Saskatchewan athletes were part of the Judo Canada events)

Competitions

I attended the following provincial competitions in the 2012-13 season:

December 15, 2012 – Watrous

January 19, 2013 - Saskatchewan Open

February 02, 2013 – Vibank Dragon Challenge

March 02, 2013 – Swift Current

April 27, 2013 – Moose Jaw

I attended the following out of province competitions in the 2012-13 season:

February 08-10, 2013 – Inner City, Winnipeg

February 14-18, 2013 – Pacific International, Vancouver

April 06-07, 2013 – Edmonton International, Edmonton

May 17-19, 2013 – Ontario Open, Montreal

July 03-07, 2013 – National Judo Championships

November 01-03, 2013 – Quebec Open

Team Training & Training Camps

November 23-26, 2013 – Fall Camp

December 16, 2012 – Watrous Team Training

December 28-30, 2012 – Winter Camp - Watrous
January 20, 2013 - Saskatchewan Open Team Training
February 10, 2013 – Inner City, Winnipeg Training
February 17, 2013 – Pacific International, Vancouver Training
March 03, 2013 – Swift Current Team Training
April 12-14, 2013 – Good Will Camp
April 28, 2013 – Moose Jaw Team Training
May 15-16, 2013 – NTC Montreal Training, Montreal
May 19-22, 2013 – JMJC Training, Scotia, NY
May 30-June 02, 2013 – Inter-Provincial Camp, Canmore
July 08-11, 2013 – National Camp, Vancouver
August 11-17, 2013 – Summer Camp, Outlook
September 27-29, 2013 – Fall Camp, Moose Jaw
October 26, 2013 – SWG Training Day, Watrous
November 04-06, 2013 – Quebec Open Camp, Montreal

Regional Trainings

Pense – May 07, 2013
Lloydminster – June 22, 2013

I have helped developed the following programs/events during the past season:

- A) Canada Winter Games Program
- B) Coaches Retreat
- C) Judo Saskatchewan High Performance Plan
- D) High Performance Selection Criteria
- E) High Performance / Canada Winter Games Sport Science Program & Strength Program
- F) Judo Saskatchewan Monthly Update Program
- G) NCCP Programs

I would like to thank all of the volunteers that make the events in Judo Saskatchewan happen. Judo Saskatchewan runs the best Summer Camp in Canada and this could not happen without the dedication of the volunteers who haul mats, chaperon, cook in the kitchen, etc. It is important to recognize the volunteers and to recruit new volunteers to help with the development of the sport.

Judo Saskatchewan should be proud of the volunteers who enable judo to grow in the province.

Thank you

Ewan Beaton
Judo Saskatchewan High Performance Coach and Director of Development

Grading Board Report

The following are the present Judo Saskatchewan Grading Board Members:

Robb Karaim, Chairman (Godan)
Robert Beaumont, (Godan)
Brian Cook, (Godan)
Dale Berglund, (Godan)
Pat Pattison, (Yondan)
John Renouf, (Yondan)
Kate Schneider (Sandan)

A minimum of three (3) grading board members are required for a grading.

The Judo Canada syllabus states that we must hold at least two Provincial Grading's per year. Grading's and Kata Clinic dates will try to be set in accordance with the Judo Sask Schedule of events, in efforts to avoid conflicting events.

Judoka must be a registered member in good standing with Judo Saskatchewan for the period of time they are claiming to be active. Judo Canada National Grading forms are completed in full (by the candidate and their sensei) and the required points and conditions must be met to qualify.

The Provincial Grading Board hosted three grading since the last AGM.

There was a provincial grading held on November 19, 2012 in Watrous. The following members were graded:

YONDAN:	Harry Heaton
SANDAN:	Chris Dornstauder
NIDAN:	Darryl Potts and Glen Miller

There was a special grading held on December 29, 2012 in Watrous. The following member was graded:

SHODAN:	Chelys Vallejo
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There was a provincial grading held on July 28, 2013 in Regina. The following members were graded:

NIDAN:	Mike Horvey and Vern MacDonald
SHODAN:	Carol Bowie and Emily Schaan

The Judo Saskatchewan membership had four different clinics provided for them this past year. They were as follow

January 20, 2013 in Regina Katame no Kata (1st set escapes) - 7 people attended.

April 13, 2013 in Saskatoon: Katame no Kata - 11 people attended.

May 18, 2013 in Regina: Kime no kata - 9 people attended.

August 27, 2013 in Regina: Gokyo techniques - people attended

2013 - 2014 Kata Clinics:

November 23, 2013 in Saskatoon: The kata will be Katame no Kata.

June 2014. (Place and kata to be determined)

2013-2014 Gradings:

November 18, 2012 in Watrous. (Grading notice is on the Judo Sask webpage)

Spring grading will most likely be in June or July 2014. (Location to be determined)

The National Grading syllabus dated January 01, 2013 edition is the new syllabus approved by Judo Canada and all gradings will follow this protocol without exception. Judo Sask member are encourage to read the new syllabus (found on the Judo Canada and Judo Sask webpages) and become familiar with these changes

2012-2013 Budget: \$2200. The Grading Board was under budget by \$425.56 this past year.

Robb KARAIM
Grading Board Chairperson

Chair of Officials Report

Officials Committee: Robb Karaim (Chairperson), John Renouf, Dale Berglund

The goal of the Referees Committee is to ensure that all referees are given proper guidance so they are able to develop to their full potential as referees. Many of our referees are still competitors and they are encouraged to continue in that direction as well.

Judo Sask currently has 40 active referees. Here is the breakdown of the referees at each level:

International C – 1	National A - 5
National B - 2	National C - 4
Provincial A - 8	Provincial B - 3
Provincial C - 11	Novice - 6

There were only a few gradings this past year as we only had a few referees at different levels requiring evaluation.

National A – Pat Pattison
National C - Mike Horvey
Provincial A - Ross Kostron

There will be a Provincial Referee Clinic and Grading will be held in Watrous on December 14/15, 2013. Additional gradings may be held depending on the need and development throughout the year.

This upcoming year looks promising as it is anticipated that we will see at least one referee graded at each National level and several people obtain higher Provincial grades.

Referees who were selected by Judo Sask and traveled out of province this year.

U of Manitoba Open – Brian Cook, Mike Horvey, Ross Kostron, Robb Karaim
Inner City, Winnipeg - Jim Wiens, Lorna Hattum-Snyder, Blair Doige, Dale Berglund, Robb Karaim
Pacific International – Blair Doige, Robb Karaim
Edmonton International - Blair Doige, Pat Pattison, Kim Bergey-Kaip, Ross Kostron, Toshi Shinmura, Jim Wiens, Dale Berglund
Ontario Open – Mike Horvey, Robb Karaim
Canadian Championships in Vancouver, BC - Robb Karaim

The Excellence Budget was over budget and the Development Budget was way under budget. Overall, both budgets were under the total budgeted amount for Officials. Efforts will be made in the future to ensure the two budgets are managed so that they are closer to their individual limits.

Robb KARAIM
Chair of Officials

National Coaching Certification Program Report

NCCP

Judo Saskatchewan held a Dojo Assistant Course in Regina on October 04-06, 2013 with 11 candidates

Unfortunately the Dojo Instructor Course in Saskatoon on October 04-06, 2013 was cancelled due to lack of candidates.

The following individuals completed their NCCP Training and are certified as a Dojo Instructor in the 2012/13 season:

Nicole Dyck – Watrous
Jeannine Yuen – Regina YMCA
Derek Porter - Moose Jaw
Ross Kostron – Avonhurst

The following individuals completed their NCCP Training and are certified as a Dojo Assistant in the 2012/13 season:

Barry Metivier – Swift Current
Curtis Suberlak – Battleford
Carol Bowie – South Corman Park
Scott Mills – Saskatoon YMCA

NCCP Competition Development

Chris Dornstauder, Jeannine Yuen and Nicole Dyck took part in the NCCP Competition Development Course (old NCCP 3) in Montreal on July 19-21, 2013.

Future Changes in the NCCP D.A. and D.I.

Judo Canada will be running a pilot of the new NCCP structure for certification for D.A. and D.I.

- A) Dojo Assistant Course
- B) Technical Judo Course
- C) Dojo Instructor Course – 2 stream Community Focus & Competition Focus
- D) Evaluation

Thank you

Ewan Beaton

Judo Saskatchewan High Performance Coach and Director of Development
NCCP Chairperson

Webpage Editor Report

Here is a snapshot of the usage of our website:

Sept 1, 2012 –Aug 31, 2013

Total Visitors: 88,486(increase of 5781 over year before)

Monthly Average: 7,734

Most commonly visited sections of the website (number of visits)

Events 7,3995

Club Listings 5,472

Results 3,615

Contacts 2,614

Coaches Corner 2,468

How people get to our website:

No Referral (meaning they typed in the address themselves 72,233)

Google Search (3,130)

There has been an increase in the number of people directly typing in www.judosask.ca but a decrease in search engine referrals.

Most people arrive at the front page and browse to the events listings and then leave the site. The second most common exit page is the club listings.

That indicates that many people use our website to look at the upcoming events or to search for club contacts.

Please send suggestions and submissions for the website to me at jmwien@sasktel.net

Chair of Investigations Report

2013 Report of the Judo Saskatchewan Investigation Committee by Kim Korven, Chairperson

During the year 2012-2013, the Investigation Committee received and dealt with one complaint, and tendered a report to the Chair of the Discipline Committee.

Because very few persons make complaints, it is easy to forget why there is an Investigation Committee, and the scope and nature of its activities. As a refresher for the membership, an overview of this information forms part of this Report.

The Investigation Committee operates at arms' length from the Judo Sask Executive. This means, for example, that the Chairperson of this Committee cannot be a member of the Executive, and that the Vice-President is the only member of the Executive who communicates with the Chairperson. This reduces any perception of bias, as all members understand that the Investigation Committee is separate from the Executive. This arms' length relationship also fosters the Committee's ability to conduct investigations and make recommendations free from any influence by members of the Executive. This way everyone is treated the same, regardless of their position in the organization. In this environment, people see that the process is fair. The independence of the Investigation Committee, as it fosters fair process, is an important hallmark in the organization's governance structure.

Another important hallmark is that a complaint must be made in writing¹ and must be assessed to determine whether it is valid. As such, Article IV, Paragraph 3.5 reads:

If the Chairperson of the Investigation Committee is satisfied that the complaint is not valid or does not raise an issue of misconduct or is trivial, frivolous or vexatious in nature, the chairperson shall advise the complainant and thereafter shall take no further action in relation to that complaint.

When complying with this Paragraph, the Chairperson must assess whether the complaint contains enough information to establish whether the allegations in it are capable of being proven true, and whether the complaint discloses that any person has suffered harm because of the actions of one or more Judo Sask members. This means the Chairperson cannot accept blindly that the allegations are true, but must be more skeptical. This way the Chairperson ensures that all members are treated fairly, and ensures that complaints based on vague allegations incapable of proof are not entertained. Judo Sask then remains a fair and impartial organization, one which acts properly to protect athletes and other members who may suffer harm because of the actions of other people involved in the organization.

It is a delicate balancing act. It would be preferred if the complainant in each instance had direct and personal knowledge of the facts which form the basis of the complaint. Failing this, the complainant should have corollary knowledge, i.e., direct and personal knowledge of factual happenings which support the allegation. This prevents an over-reliance on hearsay and ensures that the facts are the facts, and not allegations. It also gives the person in the wrong the opportunity to fully address the allegations without suffering any harassment. Finally, it ensures that someone other than the person whose behaviour is being called into question can prove facts sufficient to prove the offence.

If the Chairperson of the Investigation Committee is satisfied that the complaint is valid or is not trivial, frivolous or vexatious in nature, then the Chairperson must investigate the allegations contained in the complaint.

Once the Chairperson has made this initial finding, it is appropriate for the Investigation Committee to investigate the matter. The Committee has discretion to use any of the following investigation processes: it can send the complaint to persons named in the written document and seek their written responses;² it can communicate with or interview persons involved in the incident or whose conduct is the subject of the complaint;³ or it can communicate with or interview other persons who

¹ Policies and Procedures to Judo Sask Bylaws, Article IV, Paragraph 3.4.

² Policies and Procedures to Judo Sask Bylaws, Article IV, Paragraph 4.1.2(a).

³ Policies and Procedures to Judo Sask Bylaws, Article IV, Paragraph 4.1.2(b).

may have relevant information.⁴ These are very broad powers, ensuring that the Investigation Committee can use whatever communication methods best suit the situation and the persons involved.

Unfortunately, the Investigation Committee cannot compel any person to respond to requests for information, meaning that it is not always possible to obtain all the information about a situation on which a complaint is based.

Once the Investigation is completed, the Committee must prepare and send a written report to the Vice President and Chair of the Discipline Committee. This report must recommend either that the Vice President appoint a hearing committee to hear and resolve the dispute or to hear the charges, as the case may be; or that no further action be taken with respect to the matter investigated because the matter has been resolved between the parties or because no further action is warranted on the facts of the case.⁵

However, if the allegations in the complaint disclose the risk of physical or emotional harm to other persons, the Investigation Committee may recommend that the athlete or member be suspended until the investigation is concluded.⁶ Other than this, the Investigation Committee has no discretion as to what to recommend to the Vice President.

The Bylaws and Policies and Procedures do not disclose any appeal process if a person named in a complaint is dissatisfied with the Investigation Committee's decision. This means investigations must be conducted with a great deal of care and attention, to ensure that the rights of all the persons involved are respected, and to ensure that persons are not subjected to needless claims against them, because this could damage their reputations. This also serves to protect the integrity of Judo Sask.

⁴ Policies and Procedures to Judo Sask Bylaws, Article IV, Paragraph 4.1.2(c).

⁵ Policies and Procedures to Judo Sask's Bylaws, Article IV, Paragraph 4.2.

⁶ Policies and Procedures to Judo Sask's Bylaws, Article IV, Paragraph 5.1.