

Meeting Minutes
for the
Nova Scotia Aikido Federation
Annual General Meeting – 2007-08
(2008 Fiscal Year)



The Nova Scotia Aikido Federation is the official provincial representative to the Canadian Aikido Federation (CAF), for all CAF dojos in Nova Scotia.

Nova Scotia Aikido Federation
Annual General Meeting – FY 2008
MEETING MINUTES

This document contains the Minutes for the Nova Scotia Aikido Federation (NSAF) Annual General Meeting (AGM) for the 2008 fiscal year (01 Oct 2007 to 30 Sep 2008), held on 01 November 2008.

1.0	OPEN MEETING	1
1.1	Attendees	1
2.0	ORDINARY BUSINESS	1
2.1	Summarise Previous Minutes	2
2.2	Summarise Annual Report	2
2.3	Summarise Finances	3
2.4	Elect Directors	4
2.5	Elect Officers	4
2.6	Appoint Auditor	5
3.0	SPECIAL BUSINESS	5
3.1	Dues	5
3.2	Insurance and CAF Membership	5
3.3	Waivers	6
3.4	Records	6
3.5	Atlantic Canada Aikido Summer Camp, 2009	6
3.6	Upcoming Events	7
3.7	Website	8
3.8	New Shidojin System	8
3.9	New CAF Testing System	8
4.0	NEW BUSINESS	8
5.0	CLOSE MEETING	8
6.0	SIGNATURES	9
ANNEX A	FINANCIAL STATEMENT, 2007-08	A-1
ANNEX B	CAF SHIDOIN LETTER AND CAF SHIDOIN WEB PAGE	B-1

Nova Scotia Aikido Federation
Annual General Meeting – FY 2008
MEETING MINUTES

1.0 OPEN MEETING

The current Chairman, David Humphreys, called the meeting to order at approximately 3:45 pm, 01 November 2008. He turned the meeting over to the Secretary, Patrick Sanford. The Annual General Meeting (AGM) of the Nova Scotia Aikido Federation (NSAF) was held on the mats at the Halifax Aikikai dojo, in Halifax, Nova Scotia.

Patrick noted that as soon as the meeting had commenced, previous directors and officers all retired from office, and new directors and officers would take office following the close of the meeting.

1.1 Attendees

The following is a list of attendees for the 2008 AGM:

Ali,	Celikkanat	Katharina,	Kieser	Peter,	McAuley
Margo,	Gesser	Terry,	Lane	Craig,	Rogers
Thomas,	Hackmann	Peter,	MacLean	Patrick,	Sanford
Blayne,	Haverkort	Scott,	MacMillan	Sergey	Yugorov
David,	Humphreys				

The following persons attended briefly but departed during the AGM:

Krista,	DeCoste	Mark,	Higgins
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2.0 ORDINARY BUSINESS

Ordinary Business encompasses those activities described in the Society's By-laws. This statement was explained to the members present.

Nova Scotia Aikido Federation
Annual General Meeting – FY 2008
MEETING MINUTES

2.1 Summarise Previous Minutes

Using a copy of the previous AGM minutes, Patrick Sanford briefly glossed over the Ordinary Business elements of the previous minutes, then provided details concerning Special Business elements of the previous AGM. The following list identifies the items that were discussed, and for which more than cursory information was provided:

- 2.3 Summarise Finances
 - ACASC 2007 created revenue surplus, used to pay back any/all outstanding debts
- 3.1 Dues
 - No increase, dojos to pay for 2007-08, but NOT 2006-07
- 3.2 Insurance and CAF Membership (brief mention)
- 3.3 Waivers (brief mention)
- 3.4 Records (brief mention of current status)
- 3.5 Atlantic Canada Aikido Summer Camp, 2007
 - Summarized event, finances & feedback
 - Suggested starting 2009 investigation with Shin Chin
- 3.6 Upcoming Events
 - Patrick Cassidy seminar, Truro, April '08
 - Can hold 'East' seminars with other than Kawahara; examples mentioned
- 3.7 Website (brief mention)
- 3.8 New Shidojin System
 - Outlined system & unanimously nominated Peter for position of Shidojin
- 3.9 New CAF Testing System
 - Yondan & above required for up to Nikyu test;
 - higher tests by committee of at least 3 Yudansha including Yondan
- 4.0 NEW BUSINESS
- 4.1 Payment to Kawahara Shihan
 - \$750 to Kawahara Shihan, via his bank
- 4.2 Gift for Summer Camp Work
 - \$150 to Pat Sanford for ACASC work

2.2 Summarise Annual Report

There was no previous annual report; all relevant information for the annual report can be summarised from the material submitted to the Registry of Joint Stock Companies (RJSC) and the previous minutes, which include a copy of the financial statement for the club. This fact was explained to the members present.

Nova Scotia Aikido Federation
Annual General Meeting – FY 2008
MEETING MINUTES

2.3 Summarise Finances

Patrick Sanford presented the financial statement for the 2007-2008 fiscal year. It was noted that during the previous fiscal year, the club moved into a surplus situation due to the success of the 2007 Atlantic Canada Aikido Summer Camp (ACASC). This was used to pay all and any outstanding debts, including repayment of monies lent as deposits for the ACASC and past seminars. Some of the money was provided to Kawahara Shihan as a gift and to Patrick Sanford in appreciation of work on the ACASC.

It was explained that some cheques were not cashed during the 2007 fiscal year, but had been incorporated into the 2007 financial statement by accrual accounting practices. It was then noted that some cheques had not been cashed at all, and therefore show in the cash balance on the 2008 financial statement. David Humphreys (an accountant) confirmed the procedure. These represent a liability and, unless declined, reduce the available cash balance.

The two un-cashed cheques were identified as a repayment to Newfoundland (Shin Chin, \$100) for 2007 ACASC seed money and a final payment to Dorje Denma Ling (DDL, \$990). Patrick requested the NSAF's members to identify the correct courses of action for these cheques. Patrick further identified that Chin had requested that we not repay the seed money, but (if it was available) to send it to Kawahara Shihan for his retirement fund.

David Humphreys, Peter MacLean and Tom Hackmann all both stated that the money to DDL should be paid. This was agreed by the members to be the correct course of action. David agreed to investigate; Patrick agreed to provide David with all pertinent information (cheque number, amount, date, etc).

Patrick volunteered to send the \$100 to the CAF for Kawahara Shihan's retirement fund. The members agreed to this course of action.

David Humphreys will investigate the non-payment with DDL; Patrick Sanford will supply technical details of the original transaction.

Patrick Sanford will send \$100 to the CAF for Kawahara Shihan's retirement fund.

A copy of the financial statement presented at the AGM is attached to these minutes as Annex A.

Nova Scotia Aikido Federation
Annual General Meeting – FY 2008
MEETING MINUTES

2.4 Elect Directors

Patrick Sanford provided a brief overview of directors from the point of view of the Societies act and our By-laws. Members were reminded that after the AGM commences, all directors have retired from office, and that our by-laws require a minimum of three and maximum of 15 directors.

Volunteers were requested for Directors. Those volunteering were: Patrick Sanford, Peter MacLean and David Humphreys. Patrick requested nominations; the following were the nominations:

Peter MacLean nominated Tom Hackmann
Patrick Sanford nominated Scott Macmillan
Patrick Sanford nominated Peter McAuley
Patrick Sanford nominated Katharina Kieser (who declined the nomination)

All directors were voted-in unanimously, in a single vote, by those present.

The members present voted unanimously for the following persons as directors of the HAA:
Patrick Sanford
Peter MacLean
David Humphreys
Tom Hackmann
Scott MacMillan
Peter McAuley

2.5 Elect Officers

Patrick Sanford explained that there are four possible positions that must be filled: Chairman, Vice-Chairman, Secretary and Treasurer, and that the Secretary and Treasurer positions are usually combined because they are so inter-related. It was also explained that Officers did not need to be Directors; it was just more usual for Officers to be elected from the ranks of Directors.

Tom Hackmann nominated Peter MacLean for the position of Chairman and David Humphreys seconded the nomination. The members were asked for other nominations or volunteers for this office; there were none. The members voted in favour of Peter MacLean for Chairman.

Tom Hackmann nominated David Humphreys for the position of Vice-Chairman, and Margo Gesser seconded the nomination. The members were asked for other nominations or volunteers for this office; there were none. The members voted in favour of David Humphreys for Vice-Chairman.

Tom Hackmann nominated Patrick Sanford for the office of Secretary/Treasurer, and Terry Lane seconded the nomination. The members were asked for other nominations or volunteers for this office; there were none. The members voted in favour of Patrick Sanford for Secretary/Treasurer.

Nova Scotia Aikido Federation
Annual General Meeting – FY 2008
MEETING MINUTES

The members present voted unanimously for the following officers:
Peter MacLean – Chairman
David Humphreys – Vice-Chairman
Patrick Sanford – Secretary/Treasurer

2.6 Appoint Auditor

Patrick Sanford noted that the NSAF did not have, nor has ever had, an auditor nor a need for one. He mentioned that should one be necessary (an audit requested by the RJSC), Robin Sanford could find a Chartered Accountant (CA) from among her contacts who would be willing to do the task for free or minimal charge.

3.0 SPECIAL BUSINESS

Special Business includes anything not covered under Ordinary Business, and any/all issues discussed at an Extraordinary Meeting (not the AGM). This statement was explained to the members present.

3.1 Dues

Patrick Sanford noted that dues were raised to \$10 per member in the 2006 AGM and he suggested no increase for this year. Patrick also noted that some dojos had not paid on-time and some not at all for 2007-08, for whatever reason. Patrick noted that he had sent reminder emails in November (2007), April and June (2008), but would send more frequent reminders in the coming year to help ensure the matter doesn't slip people's minds

3.2 Insurance and CAF Membership

Patrick Sanford reminded all members present of the importance of having all members of each dojo registered in the CAF in order to be eligible for the insurance paid for by the CAF. It was questioned why this was a topic of discussion, as every the members of every NSAF club have CAF insurance. Patrick explained that insurance-related questions had arisen during the Halifax AGM, and Patrick had forwarded questions to the CAF Secretary but had not yet received any answers. The following were two example questions:

What are the ramifications of a visitor where insurance is concerned?
(A visitor will not have CAF insurance.)

What are the ramifications for a student in the first month of classes, before that student obtains the CAF insurance?

Patrick promised to send the answers to these questions all NSAF member dojos once they were received.

Nova Scotia Aikido Federation
Annual General Meeting – FY 2008
MEETING MINUTES

3.3 Waivers

The importance of having all members complete waivers was provided to the members. It was also noted that waivers were of limited use if someone really wanted to pursue litigation; this is where the CAF insurance comes into play.

3.4 Records

Patrick Sanford noted that the NSAF documentation with the RJSC was up-to-date and had been so for at least the past two years without incident. He also noted that the official documentation is submitted in October/November, around the time of the AGM, but the annual payment was paid in April.

3.5 Atlantic Canada Aikido Summer Camp, 2009

Patrick Sanford noted that he, Scott MacMillan and Peter McAuley had discussed the next ACASC while at the seminar in Newfoundland in September, and had begun some research. Patrick also identified that he knew of others that had done some preliminary research and asked if anyone wanted to start.

Peter MacLean began by stating that the summer camp hinged on Kawahara Shihan's availability and that he would not be available for July and probably also not the first week of August 2009. Peter also noted that Yumi Sensei, a communication link to Kawahara Shihan was currently away, and should be returning in about a week.

Peter noted that he had gathered data concerning St. FX university for the first week of August, and for DDL for the second week of August. Peter provided some details and numbers, but noted that St. FX was not useful because it will not be available when Kawahara Shihan will be available. David Humphreys noted that he had also gathered some data for Acadia, but the pricing was not competitive and they could not commit to a time frame.

Patrick identified that he had begun some preliminary research, using Dalhousie University as a test case and that Scott had done the same with Saint Mary's university. Patrick presented some of the numbers / costs for comparison with the St. FX data. Patrick also presented events taking place in Halifax at that time of the year that could possibly entice people to travel to Halifax for a vacation. Scott supported this idea.

Nova Scotia Aikido Federation
Annual General Meeting – FY 2008
MEETING MINUTES

David Humphreys supported DDL, and noted that Patrick had reservations about using DDL again. Patrick confirmed that he had large reservations; Margo Gesser requested Patrick to identify them. Patrick noted that the two major drawbacks were the administration nightmare and the presence of feedback from 2007 ACASC that suggested people would not want to return. David asked for numbers of people with 'bad' feedback, stating that if there were only 3 of 50 people who didn't like DDL, then there was not really any 'bad' feedback. Patrick stated that of about 25 people providing feedback, 15 had good feedback publicly, but privately would not want to return (no amenities, no outside activities/places) while 10 had provided only good feedback.

Katharina Kieser wanted to know if Kawahara Shihan had any preferences, which Peter noted was a very good point.

It was also discussed and stressed that whatever decisions would be made, should be made within the next two or three weeks. Patrick requested that whatever was decided, that all the NSAF directors should be CC'd and kept informed. David agreed and called it a 'working group'. Patrick provided copies of all his information to David to add to the information that he and Peter already had gathered.

The possibility of proceeding with the camp without Kawahara Shihan was mentioned, which would bring all dates and potential locations back into consideration. It was noted that this was a politically sensitive topic and should not be pursued, investigated or even discussed except by Peter MacLean.

Peter MacLean will contact Kawahara Shihan concerning his availability for August 2009 and if he has any preference of location or location type (city versus town versus rural).

3.6 Upcoming Events

Patrick Sanford indicated the following upcoming event:

Seminar with Collins Sensei, Lunenburg, first week of May 2009.

Patrick also requested that mini-seminars (with varied instructors) and seminars (with the NS Shidoin) should be more frequent. Patrick also mentioned that the seminars should be formal invitations to Peter MacLean as the NS Shidoin, at least once per year. Scott MacMillan concurred and suggested that seminars with the Shidoin should be done at least twice per year.

Peter MacLean also suggested that the mini-seminars, previously with \$5 voluntary mat fees, should have formal fees of a higher value; the money could be put into the NSAF coffers for future use. He proposed \$20 per mini-seminar, and thought the price was reasonable for 4 hours of Aikido. Scott added that, for Halifax students, the mini-seminars added only two hours class to the regular scheduled classes, so it was not as good a deal as it sounded. Patrick suggested that the higher fee might deter some university students with tight budgets; Tom Hackmann noted that there were few students in the ranks of the NS dojos. Patrick also specifically noted that we could not charge for the mini-seminars that were held in Lunenburg.

Nova Scotia Aikido Federation
Annual General Meeting – FY 2008
MEETING MINUTES

The matter of whether to charge a formal \$20 fee for the mini-seminars was put to a vote. The motion passed, but not unanimously (by a vote of 8 to 5).

Future mini-seminars will have a formal fee of \$20. Any income from these events will go into the NSAF bank account.

3.7 Website

Patrick Sanford noted that the NSAF website was up and running within the Halifax website, and suggested that people should check the Notices page frequently for updates concerning the NSAF. Patrick also suggested that people view the Canadian Aikido Federation (CAF) website for other interesting and useful information, including the new Shidojin page.

3.8 New Shidojin System

Patrick Sanford identified the letter from the CAF concerning the implementation of the Shidojin system, and asked the members to congratulate Peter MacLean as the first Shidojin from Nova Scotia. Patrick provided some handouts of the CAF web page that included the list of CAF Shidojin. A copy of the letter from the CAF and a copy of the CAF web page are included in these minutes as Annex B.

3.9 New CAF Testing System

Patrick Sanford briefly noted that the new testing system was related to the Shidojin system, but was not yet in effect. The system required that all gradings up to Nikyu would be done by a Yondan (4th Dan) or higher, and that higher gradings required a panel of at least three Yudansha that included at least one Yondan. Patrick also noted that at the recent seminar in Newfoundland the new testing system was not in use; Kawahara Shihan had done the testing himself.

4.0 NEW BUSINESS

New Business contains discussion of topics that were not recorded on the Agenda more than two weeks prior to the AGM. There were no new business items presented for discussion.

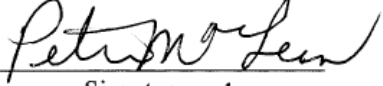


5.0 CLOSE MEETING

Patrick Sanford introduced the newly elected Directors and Officers of the NSAF. He then requested that someone make the motion to close the meeting. Margo Gesser made the motion and Blayne Haverkort seconded the motion. All members present agreed to close the meeting; the motion was carried. The meeting was concluded at approximately 4:30 pm.

Nova Scotia Aikido Federation
Annual General Meeting – FY 2008
MEETING MINUTES

6.0 SIGNATURES

The following persons have read these Minutes of the 2008 AGM of the NSAF, and verify this to be an accurate record of the NSAF 2008 AGM:

Peter MacLean	Chairman	Nov 7/08	
Name	Position	Date	Signature
David Humphreys	Vice-Chairman	Nov 7/08	
Name	Position	Date	Signature
Patrick Sanford	Secretary/Treasurer	02 Nov 2008	
Name	Position	Date	Signature
Name	Position	Date	Signature

The Nova Scotia Aikido Federation
Annual General Meeting – FY 2008
MEETING MINUTES
Annex A, Financial Statement, 2007-08

The following is a scanned copy of the financial statement for the Nova Scotia Aikido Federation for 2007-2008 (the 2008 fiscal year). It has been signed by two directors, as well as the Treasurer who prepared it.

To view the financial
statement for the 2008
NSAF fiscal year
(01 Oct 2007-30 Sep 2008),
contact the NSAF
Secretary / Treasurer,
Mr. P. Sanford
(PatrickSanford01@eastlink.ca)

The Nova Scotia Aikido Federation
Annual General Meeting – FY 2008
MEETING MINUTES
Annex B, CAF Shidojin Letter and CAF Shidojin Web Page



September 17, 2008

To: All CAF Member Dojo's

Re: Canadian Aikido Federation Shidojin System

During our 2008 AGM held in Victoria on June 23, 2008 and subsequent Executive meetings the final steps to implement our new Shidojin system were concluded.

The list of initial Shidojin nominees approved by our Technical Director Kawahara Shihan was finalized and ratified.

Over the next while as each Shidojin is personally confirmed we will provide the names and contact information for everyone's information.

Attached is our formal CAF policy outlining the role of a Shidojin. Included in those duties are responsibilities to provide mentorship and technical training to foster the development of Aikido within the Canadian Aikido Federation community.

They will be available for personal visits to Dojo's including conducting seminars.

Each Dojo is responsible for making their own arrangements with a Shidojin who they may want to invite to their Dojo for training or assistance.

Please direct any questions or comments to the CAF Secretary


All the best

A handwritten signature in purple ink that reads 'Douglas Mathieu'.


Douglas Mathieu, Secretary

11/02/08

The Nova Scotia Aikido Federation
 Annual General Meeting – FY 2008
 MEETING MINUTES
 Annex B, CAF Shidojin Letter and CAF Shidojin Web Page



Canadian Aikido Federation
Fédération Canadienne D'Aikido



Home Organization Directors Dojos Insurance Administration Seminars Links Shidojin

CAF Shidojin System Information

This page contains information related to the new CAF Shidojin system, and the list of current CAF Shidojin for each province. This page also identifies the current CAF technical training requirements (also found on the Administration page).

Shidojin System Summary

A 'Shidojin' is an Aikidoka of at least 4-5 dan, who is selected by the CAF Technical Director to act as a mentor/teacher for each province. (Ontario and BC will each have multiple Shidojin, due to the large number of dojos in those provinces.) The purpose of the Shidojin system is to provide mentoring from senior teachers to dojos, and to help provide CAF dojos with a more consistent technical foundation. More details about the Shidojin system, its reasons for being created and the specific duties of Shidojin are provided in the [Shidojin System document](#) (pdf). [\(en français aussi.\)](#)

List of Current CAF Shidojin

The names of the current Shidojin in the CAF are listed below by province.

Province	Shidojin	Dojo
BC	Cecil Paris	910 – New Westminster Aikikai
BC	Pat Olson	906 – Okanagan Aikikai
BC	Peter Helmer	928 – Grandview Bench Aikikai
BC	Scott MacPhail	902 – Victoria Aikido Centre
AB	Steve Erickson	803 – Aikido Bozankan
SK	Don Ragush	601 – Saskatoon Aikikai
ON	David Yates	505 – Kanata Aikikai
ON	Fran Turner	503 – Aikido Shugyo Dojo
ON	George Hewson	518 – Aikido Seishinkai
ON	Yumi Nakamura	520 – Aikido Hokuryukai
QB	Marcel Lavigne	417 – Agatsu Aikido de Montreal
NS	Peter MacLean	201 – Antigonish Aikikai
NF	Shin Chin	304 – Memorial University Aikido Club

Rank Examination Worksheets

[5th kyu](#)
[4th kyu](#)
[3rd kyu](#)
[2nd kyu](#)
[1st kyu](#)

[Current CAF Test Requirements](#)

Other Information

Miscellaneous Information

[Glossary of Common Aikido Terms](#)
[Current CAF Test Requirements](#)

Privacy Policy (English)
 La page d'accueil de la FCA (français)