

**State of Iowa Black Belt Association
Annual Meeting Minutes
Gold Room, Iowa State University
2/17/06, 4:00 p.m.**

Meeting was called to order by Master Gundlach at 4:12 p.m.

Cabinet Members Present: President – Kathy Gundlach, Treasurer – Ana Reyes de Oropeza, Hapkido Delegate – Gina McAndrews, Taekwondo Delegate – Terry Fernando, Judo Delegate – Kenwood Scoggin, At-Large Delegate – Michelle Johnson, Membership Chair – Teresa Bruns, Secretary – Linda Griffen

SIBBA members present: Irene Faass, Carol Scheid, Steve Scheid, Beth Sermet, Sheila O’Riley, Jon Emery, Cindy Emery, Karen Collins, Sherry Bourlan, Kourtney Bourlan

Minutes from 12/2/06 and the 2006 annual meeting were read and approved.

I. Treasurer’s Report – Ms. Ana Reyes de Oropeza



**State of Iowa Black Belt Association
Treasurer's Reports 1st Term Feb 2006 - Feb 2007
February 15, 2007**

SIBBA Income Statement

Revenue		
Membership Dues		\$ 4,440.00
Funds Raised through Branded Merchandise		\$ 2,903.20
SIBBA Merchandise Sale	\$ 4,601.00	
Cost of Merchandise Sold	\$ 1,697.80	
Scoreboard Rental Fees, Net of Expenses		\$ 300.00
Donatives Received (Unrestricted)		\$ 178.98
Total Revenue		\$ 7,822.18
SIBBA Symposium		
Revenue	\$ 1,625.38	
Expenses	\$ 2,606.52	
Symposium Expense, Net		\$ (981.14)
Operational Expenses		
Member Benefits		\$ 2,944.47
Scholarships	\$ 2,250.00	
Seminar Support	150.00	
Name Tags for New Members	414.50	
Membership Cards	129.97	
News Letter & Website		\$ 1,035.43
SIBBA News Letter	\$ 591.03	
Website Hosting	444.40	
Scoreboard Systems		\$ 2,398.00
RingMaster 4-Judge System	\$ 1,598.00	
Upgrade Package - Cables and Hangdrips	800.00	
Total Operational Expenses		\$ 6,377.90
Operational Profit (Loss)		\$ 463.14
Financial Income		
Dividend on Short Term Investment	\$ 419.42	
Dividend on Mutual Funds	\$ 4,699.61	
Total Financial Income		\$ 5,119.03
Net Profit (Loss) After Financial Activities		\$ 5,582.17
Other Expenses, Net		
Other Income	\$ 172.50	
Other Expense	\$ 350.24	
Net Other Income (Expense)		\$ (177.74)
Net Profit (Loss)		\$ 5,404.43

II. At-Large – Ms. Michelle Johnson

- In 2006, assisted with SIBBA merchandise sales at local martial arts events; planning and teaching at the annual SIBBA Symposium; compiling evaluation forms from the annual SIBBA Symposium; drafting a “Request For Funds” Policy for the SIBBA; and updating the Pak-family club list to reflect active clubs.
- “In the last newsletter I outlined a new feature I would like to include with the quarterly newsletter. This feature will be to spotlight one or two clubs to give a “Here’s what’s going on in our neck of the woods” shout out to the rest of our family. I know there are many activities, including tournaments, demonstrations, fundraisers, and social events, which would be a great addition to our newsletter. This will supply an excellent opportunity for clubs to share their experiences with everyone, and will also allow prospective students to learn more about the activities the club has to offer. However, I have not received any news from any clubs to date.”

III. Hapkido – Dr. Gina McAndrews

- In 2006, saw an increase in numbers at ISU club and Des Moines HKD club in 2006; Gave many demos and self defense seminars in 2006; Dr. Mina and Dr. McAndrews were presenters at the 2006 SIBBA Symposium

IV. Judo – Mr. Kenwood Scoggin

- In 2006:
 - The Ames Middle School eighth grade students received an introduction to Judo Fall semester. There were 259 students, in classes of 35 - 40. They were given a Judo demonstration and trained in the basics of falling and a Judo pin. The class was such a success that the instructors were asked to present to the seventh grade class Spring semester.
 - Worked on building Junior programs in the state.
- Judo Championships fell on the same date as the 2006 Symposium which caused reduced participation at Symposium. However, the Championships were scheduled after the symposium date was set, so it couldn’t be helped.

V. Taekwondo – Dr. Terry Fernando

- In 2006:
 - Master Pak received 8th Dan promotion and was elected to the Board of Directors for USAT;
 - Local Tournaments (all went well): Two River’s Beginner’s Tournament; First-ever Ames Parks & Rec/Red Dragon tournament; Governor’s Cup, ISU Championships had 2 visiting schools: Omaha Nebraska Elite and Master Yong’s club from Kansas City.
 - Responsible for Symposium scheduling and meeting instructors’ needs. Experimented with fee structure and providing lunch. Attendance was down significantly although participants had a great time.

VI. Website – Mr. Devrajani and Ms. Bignall

- Continuing to work on website enhancements.
- If you have problems getting into the site, e-mail Mr. Devrajani at webmaster@sibba.org or Ms. Bruns at membership@sibba.org

VII. Membership – Ms. Teresa Bruns

- So far this year, 40 renewals, 88 lifetime (total = 128). Last year (2006) had 240 total members.
- Will send out email reminder to members to renew.
- Are having some website glitches making it difficult to manage database of members.
- A member suggested developing a group SIBBA list to send reminders to drive people to SIBBA website. Ms. Bruns noted that approximately 20% of members’ email addresses change each year. With yearly renewals, it makes keeping a group email list accurate.

VIII. Scoreboards – Mr. Ed Jackson (*Master Gundlach reported for him in his absence*)

- Upgraded Ringmaster systems in 2006

IX. Instructor Certification and Continuing Education

- The position is open for appointment by the president. Below is Master Voorhees 2006 annual report: The primary goal for 2006 for the Instructor Certification and Continuing Education Committee was to launch the Instructor Certification program, and begin the process of certifying instructors, setting up a format for Continuing Education credits, and a process for promotion and re-certification. We launched the program in February 2006, and to date have had approximately 2 dozen certifications of varying levels

issued. We have also provided Continuing Education Unit (CEU) credit sheets for the various events, classes and workshops that have been held throughout the year. We are currently in the process of receiving, processing, and issuing re-certifications for the 2007 year.

The initial development and roll-out of the program was fairly labor-intensive; however, we are now primarily in a "maintenance mode". Keeping track of the various individuals' certification level, and issuing CEU credit sheets for the various events requires less than 30 minutes per month. We anticipate that during December and January of each year, there will be a need to spend approximately 2 hours (total) receiving, reviewing, documenting, and issuing new certifications and/or re-certifications each year.

A major concern with the program was that there would be a great deal of personal investment of time and energy on the part of the program administrator(s). This concern was mitigated by placing the onus for record-keeping and monitoring on the individual instructor, rather than attempting to have one party responsible for everyone else. This de-centralization has greatly reduced the actual time/expense, as well as the projected time/expense of the continuation of this program.

Over the past three years, I have enjoyed the opportunity to work to bring this program to a point where it is operational, and sustainable. I firmly believe that offering a certification program is an important service that we should be rendering the members of this professional organization, and am hopeful that the SIBBA will see fit to continue this program into the future.

As I have been working in this position for 3 years now, and believe that I have gotten the program to the point where it simply needs to be "maintained", I will be resigning from the chairmanship of this committee effective February 1, 2007. I am confident that there are members within our organization that share the same passion for quality instruction that our organization exemplifies, and who will do an excellent job in this position. I am happy to support my successor in any way that I can, and look forward to the good work that our organization and the new committee chair for Instructor Certification and Continuing Education will bring to the State of Iowa Black Belt Association.

Sincerely,
Larry W. Voorhees, Chair
Instructor Certification and Continuing Education Committee
SIBBA

X. President's Report – Master Kathy Gundlach

The State of Iowa Black Belt Association has done many wonderful things in 2006 for its members due to the fantastic and valuable Cabinet members and chairs.

Newsletters: Master Linda Griffen has done an awesome job in designing and putting the newsletter together, in addition to keeping accurate minutes of our SIBBA meetings. Both newsletters and minutes are posted on the website and as a cabinet, we have decided to send at least one hard copy newsletter one time per year to all members.

Financial Position: Ms. Ana Reyes de Oropeza has done a remarkable job in keeping track of all our expenses and receipts. She is extremely knowledgeable in this area and has been a great help with many of the tough decisions we have had to make regarding our budget and finances.

Delegates: *Mr. Kenwood Scoggin* has been keeping us posted on the happenings in Judo and all of their successes with competitions held during the year. *Dr. Gina McAndrews* has been keeping us posted with the Hapkido self-defense seminars and demonstrations at local tournaments and the ISU Women's Basketball Games. *Dr. Terry Fernando* has been keeping us posted on the many TaeKwonDo tournaments and demonstrations and worked hard on planning and organizing the 2006 Symposium. *Ms. Michelle Johnson* has been keeping us posted on the activities throughout Pak Family Martial Arts and has been working on SIBBA policies we are looking at developing. All of the delegates did an awesome job planning and preparing the 2006 SIBBA Symposium.

Membership: Ms. Teresa Bruns has been working hard to recruit new members and has done a fantastic job keeping up with getting membership cards and nametags to new members! We are looking to instructors and members to help us increase our membership so that we will be able to offer more services.

Website: The website is developing so that it will be more user-friendly and more functional. Mr. Gori Devrajani has done a great job with our website and is continually working to make it better! We are looking to have a place where each member can document testings, tournaments and other significant events for future reference. Ms. Holly Bignall has been a great help to Mr. Devrajani in the layout of the website.

SIBBA merchandise: We have a fantastic line of SIBBA clothing for sale thanks to Master Linda Griffen and Ms. Ana Reyes de Oropeza! The items can be viewed at local tournaments, testings and at the SIBBA website: www.sibba.org

Scoreboards: Mr. Ed Jackson has done a wonderful job locating and upgrading our scoreboards. He and Ms. Bignall have hauled them to many tournaments, set them up and have kept them going.

Instructor Certification: Master Larry Voorhees has spent many, many hours developing the instruction modules for instructor certification. He taught two of these modules at the 2006 SIBBA Symposium.

2006 Symposium: Although we did not have as many participants as we would have liked, it was fun and we received a great deal of positive feedback. We are always looking for ways to improve our services and the Symposium, so we would welcome any feedback from those who attended, and those who did not attend. We really are committed to making the SIBBA an organization that benefits its members!

Respectfully submitted,
Kathryn E. Gundlach, SIBBA President

XI. Election of New Cabinet

- All delegates have agreed to serve a second term.
- Master Griffen is running for SIBBA President and will vacate Secretary seat. If elected, a special election for Secretary will take place at a later date.
- Since all were running without opposition, Master Steve Scheid moved to approve the slate unanimously. Master Faass seconded the motion. Motion carried.
- Election results:
 - President: Master Linda Griffen
 - Treasurer: Ms. Ana Reyes de Oropeza
 - At-Large: Ms. Michelle Johnson
 - Taekwondo: Dr. Terry Fernando
 - Judo: Mr. Kenwood Scoggin
 - Hapkido: Dr. Gina McAndrews

XII. Adjournment

- Master Faass moved to adjourn the meeting. Ms. Johnson seconded. Motion carried.
- Meeting adjourned at 4:55 p.m.

Respectfully Submitted by Linda Griffen, Secretary