

State of Iowa Black Belt Association  
Symposium Meeting Minutes  
Innova Ideas & Services, 304 Main St., Ames  
6/26/05 4:00 p.m.

Meeting was called to order by Master Gundlach at 4:24 p.m.

Cabinet Members Present: President – Kathy Gundlach, Taekwondo Delegate – Holly Bignall, Secretary – Linda Griffen.

Committee Chairs Present: Webmaster – Gori Devrajani

Also present: (for first part of meeting via conference call) – Master Larry Voorhees, Instructor Certification Chair

Minutes from the last meeting on 6.5.05 were read but not approved due to lack of quorum.

### **I. Renewing Non-profit Organization Status**

- The State of Iowa requires non-profits to submit a Biennial Report to the Secretary of State in order to maintain non-profit organization status. SIBBA is required to submit this report by August 1, 2005.

### **II. Old Business**

- Website: Process of getting website moved from Cydian is very near. Tentative launch of new website design by July 17. Membership management tools will be added at a later date. Process will involve receiving hardcopy membership form, entering info onto website database, emailing member with confirmation. Cabinet members will be able to access up-to-date online database. Master Voorhees will be sending Mr. Devrajani high resolution artwork of SIBBA logo.

### **III. SIBBA Symposium**

- Reviewed Sessions Worksheet: confirmed which people had agreed to present, made task list for follow up of information needed from instructors and other duties. (Master Griffen to send out emails)
- Discovered we had more potential sessions than rooms available so narrowed list and decided to wait for presenter confirmation on the unique topics (jijitsu, etc.) and then if there's room, add beginning TKD, HKD and Judo and/or a 'What new instructors should know' sessions. Will decide at 7/30 meeting.
- Filled out Supplies Worksheet with the exception of Membership Appreciation Event
- Decided to have no class sign up during registration because it slows the process down. Instead will let people go to the sessions they choose. If the session is full, they can either watch on the sidelines or select a different workshop.

**Date for next cabinet meeting: Saturday, July 30 – place and time to be announced.**

Meeting adjourned at 6:55 p.m.

Respectfully Submitted by Linda Griffen, Secretary