

Financial Coordinator Report Jan 01/09 – Feb 12/09

AWA Finances / Bookkeeping

- Year end financial reports complete, documents need to go to POCC for audit
- On going bookkeeping / banking
- ASG cheque received, needs to be distributed to clubs

AWA Website

- ASRPWF page created
- True Sport added
- Cdn Rivers Threat added/updated
- AGM info added, reports o/s
- Executive area updates – membership list, financials
- 2009 Schedule of events added, working on LTAD details

Program & Services Coordinator Position

- worked on job description with Susan A. & Amanda Coon
- worked with Amanda to get job posted
- 25 applications received to-date, posted on website (exec area)

Other AWA Tasks

- 2007 & 2008 Annual returns submitted
- Campground booking made for Canoe Meadows (Panams/Nationals & Provincials)

AWA Hours for time period: 54

Priority Items for next 2 weeks:

Help on Program & Services Coordinator Hiring Committee
Get ASRPWF Annual Funding Agreement Application submitted
Submit financial report to RCA
Submit GST claim for 2008

ASCK Finances / Bookkeeping

- Year end financials done, documents to POCC for audit
- Jr NTT Financial Report submitted
- Year end reporting complete (T4's, T4SUM, Fitness Tax Credit receipts)
- Ongoing bookkeeping / payroll

ASCK Website

- HP fees updated
- Work needs to be done on schedule

Other / ASCK

- Casino scheduled for Sept 22 & 23, 2009

ASCK Hours for time period: 14

Priority items for next 2 weeks:

Submit financial report to RCA – required to receive GST refund
Submit GST claim for 2008

Althea Shaw / February 12, 2009

Technical Director – Activity Report

Club Development

- Visited paddlers in Medicine Hat and Lethbridge
- Certified instructors at the Community Kayak Instructor – pool and open water level
- Provided club development information; membership, safety, programs, etc
- Hinton Stokers is up and running; provided information on club membership and support for 2009

Paddling Development

- Plans are being finalized for PD courses in Lethbridge, Jasper, Hinton, Fort Smith
- There will be an attempt to run courses in areas where 2-3 clubs could attend

Alberta Summer Games

- Application for 2010 complete
- Changes to zone size, c-boat class modifications accepted

Alberta Paddle Fest

- Paddle Alberta will support 2010 APF
- APF website updated and registration form received significant updates to make logistics easier
- A few new additional APF clinics; canoeing, whitewater literacy 101, freestyle for the strong intermediate-advanced boaters
- Volunteer coordinator and support in place

AWA Youth Camps

- Jasper Trip in August is now called the Western Youth Camp
- Logistics information for participants at all Youth Camps is almost complete; a few more details need to be added before this goes to the website
- Camps to include; club runs, youth camps, TAK trips, ASG skills clinics and where possible ASG coach training

AWA Promotions

- All major events and youth camps are posted at Rapid Magazine and Outdoors NW
- Edmonton River Days sees 4000 spectators; AWA will attend; Edmonton MEC Paddlefest is part of this event

Risk Management

- Program templates for program logistics complete
- Forms and tools for clubs and instructors available
- Work done on water safety and work safety policies
- Attended a session on Respect in Sport

Administration

- Electronic certification cards sent out
- Letters of Support; Terwillegar Park in Edmonton, Marissa Dederer for a grant
- Made some modifications to schedule A; send schedule A out
- Sport Initiatives Award; we nominated Chuck Lee; withdrew our nomination because Pincher Creek applied; AWA endorsed the nomination as PSO
- Reports from the TD for the AWA AGM; provided presentations on LTAD, True Sport and Respect in Sport
- Schedule A draft
- True Sport Movement – request has been made for clubs to join

Key Objectives 2009 / 2010				DRAFT				Responsibility / Stakeholder			
#	Key Objective Description	AWA Impact / ASRPWF value driver other comments	Timing	AWA paddler dev. Recreation NCCP	ASCK	AFKA	ACPA				
1	AWA Administration / Organizational Capacity	boards progress towards governing boards									
	2009 contract - AWA TD Schedule "A"		Feb-28								
	Program & Services Coordinator		Mar-31								
	AWA / ASCK / etc. budgets	joint development for optimal utility and leveraging of funds	Mar-31								
	Key Policy Development										
	Identify key policies to be developed		Mar-31								
	Develop key policies										
	Risk Management - "on water" and "at river" policies and procedures										
	AWA Water Safety Policy										
	Safe Operating Procedure and Emergency Action Plan										
2	2010 ASG										
2.1	2 year Strategic Plan	shared communication and commitment across all of AWA									
2.2	Youth Camps										
2.3	Youth Games										
2.4	Northern Youth Camp										
2.5	Paddle Alberta Clubs										
2.6	Outreach Clinics										
2.7	Integration with Alberta Cup Races	2008 May 9,10 (Kananaskis - club?) 2008 June 6,7 (Red Deer - Cottonwood); 2008 August 23,24 (Red Deer River - club? - requires course set-up) 2009 ...tbd				x					
2.8	Integration with Slalom Provincial Championships	2008 Sept 19,20 (Kananaskis?) 2009 Sept (Kananaskis?)				x					
2.9	Integration with Junior Olympics	2008 June29-July13 (Madawaska KC, ON) 2009 when/where?				x					
2.10											
3	Canoe Meadows										
3.1	In-River Upgrade										
3.2	Off-River Upgrade										
3.3	Site Management Proposal										
3.4	Site as "Alberta Slalom Whitewater Canoe/Kayak Training & Competition Centre"										
4	Club Development	LTAD 1,2 and 3									
4.1	AWA Club Outreach										
4.2	Instructor / IT / Coach Development	padder leadership and development infrastructure for all disciplines									
4.2.1	database	for access by all clubs									
4.3	Support from / integration with / transition to ASCK-ACPA-AFKA					x	x	x	x		

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4.4	Mentor Club Coaching			x	x						
5	HP slalom program	Year-round HP coaching/program			x						
5.1	Regional Training Centre - Calgary										
5.1.1	National Team Trials - performance goals										
5.1.2	National Championships - performance goals										
5.2	Alberta Sport Development Centres	current - Red Deer, Medicine Hat, future - Calgary (MRC)									
5.2.1	Integration with HP Program										
5.2.2	Co-operation with and utilization of HP Coach										
6	Provincial Slalom Program	Coaching (LTAD Levels 4, 5 & 6) of athletes making the transition in the HP Program through camps and events during peak paddling season			x						
6.1	Events										
6.1.1	Alberta Cup Races	2008 May 9,10 (Kananaskis - club?) 2008 June 6,7 (Red Deer - Cottonwood); 2008 August 23,24 (Red Deer River - club? - requires course set-up) 2009 ...tbd			x						
6.1.2	Slalom Provincial Championships	2008 Sept (Kananaskis?) 2009 Sept (Kananaskis?)			x						
6.1.3	Junior Olympics	2008 June29-July13 (Madawaska KC, ON) 2009 when/where?			x						
6.1.4	National Team Trials										
6.1.5	National Championships										
6.2	Provincial Teams										
6.2.1	AB Team for Junior Olympics	see ASCK "Provincial Team Criteria 2009"			x						
6.2.2	"Alberta Cup Team"	see ASCK "Provincial Team Criteria 2009"			x						
6.2.3	Alberta Provincial Team	see ASCK "Provincial Team Criteria 2009"			x						
7	Races	Lead - Provincial level races and higher Support - Club races (coordinated through AWA) Provincials is the separation between AWA/ASCK responsibility			x						
7.1	Alberta Cup Races	2008 May 9,10 (Kananaskis - club?) 2008 June 6,7 (Red Deer - Cottonwood); 2008 August 23,24 (Red Deer River - club? - requires course set-up) 2009 ...tbd			x						
7.2	Slalom Provincial Championships	2008 Sept (Kananaskis?) 2009 Sept (Kananaskis?)			x						
8	TAK Program									x	

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8.1											
8.2											
9	Recreation / Paddler Development			x							
9.1	Paddlefest										
9.2											