

Saskatchewan WTF Taekwondo Association

LONG TERM PLAN (2012 to 2016)

Values – A culture of respect, discipline, honesty, integrity, loyalty and indomitable spirit are at the centre of Taekwondo instruction and education.

Vision – continuous improvement in all aspect of participant's Taekwondo experience. Educational opportunities for instructors/coaches, training opportunities for elite athletes, experience opportunities for referee development, quality instruction for recreational participants, that will result in World Taekwondo Federation style's popularity increasing at the Grassroots level to the #3 most popular sport in our province.

Mission Statement – to provide an environment of support and guidance for Taekwondo to thrive and grow in Saskatchewan through meaningful involvement of all Saskatchewan members.

PREFACE

This plan contemplates the five year term of 2012 to 2016 and follows the 2012 Summer Olympic year in which Taekwondo was again a full participation, medal sport. The work done by the directors and instructors of all participating Saskatchewan Taekwondo schools, clubs and academies throughout the 2008 –12 planning and operating period brought us to placing 2 individuals on the national teams.

Autumn Ashcroft was one of 8 senior female athletes on the national team that represented Canada at the World Championships in Korea. Francis Bazin was one of 10 male athletes that made the junior national team. The junior Team represented Canada at the Pan-Am Championship in Las Vegas. Francis captured a bronze medal for Canada at this prestigious event. This is a significant accomplishment for a small Province with a modest athlete participation base in comparison with other mainstream team oriented sports.

Saskatchewan has also had participation and certification of PATU (Pan-American Taekwondo Union) Poomse judges as well as 2 new International Referees.

Provincial referee seminars have been conducted on a regular basis continuing the development of the referee corps at the introductory level.

During that last LTP period the NCCP program has had seminars conducted in Saskatchewan. There is also one active NCCP facilitator for the Taekwondo Canada programs that has been able to deliver those programs. The NCCP program for Taekwondo also incorporates the LTAD for the sport.

Summary List of Goals by Category

| Step | Category | Project | Duty or Cmtee |
|------|----------------------------|-------------------------------------|---------------|
| 1.0 | Administration | Directors Orientation Manual | VP |
| 2.0 | Administration | Staff Evaluation | Financial |
| 3.0 | Administration | Communications Review | Secretary |
| 4.0 | Administration | Annual LTP evaluation | President |
| 5.0 | Administration | Tournament Sanction Policy | Secretary |
| 6.0 | Administration | Develop Hosting Manual | Technical |
| 7.0 | Administration | Trust fund | Treasurer |
| 8.0 | Administration | Privacy & Screening Policy | Secretary |
| 9.0 | Administration | Financial Planning Committee | Treasurer |
| 10.0 | Administration | Promotional & Marketing | Marketing |
| 11.0 | Administration | Fundraising Plan | Treasurer |
| 12.0 | Administration | Review of all other committees | President |
| 13.0 | Capacity and Interaction | Membership Policy Review | VP |
| 14.0 | Capacity and Interaction | Privacy Policy Review | Secretary |
| 15.0 | Capacity and Interaction | Indigenous Involvement Plan | Grassroots |
| 16.0 | Capacity and Interaction | Provincial Events | Technical |
| 17.0 | Capacity and Interaction | Officials Education & Certification | Referee Chair |
| 18.0 | Capacity and Interaction | LTP Policy | Technical |
| 19.0 | Capacity and Interaction | Volunteer Recruitment | Awards |
| 20.0 | Capacity and Interaction | History and Archive Collection | Awards |
| 21.0 | Capacity and Interaction | Awards | Awards |
| 22.0 | Capacity and Interaction | LTAD Implementation | Grassroots |
| 23.0 | Participation & Excellence | Officials (Poomsae) | Poomsae Chair |
| 24.0 | Participation & Excellence | Officials (Kyorugi) | Referee Chair |
| 25.0 | Participation & Excellence | Athletes (Poomsae & Hanmadang) | Poomsae Chair |
| 26.0 | Participation & Excellence | Athletes (Kyorugi) | Technical |
| 27.0 | Participation & Excellence | Coaching | Technical |

Summary List of Goals by Category

| Step | Category | Project | Detail | Focus | Duty or Cm |
|------|----------------|------------------------------|---|--------------------------------|------------|
| 1.1 | Administration | Directors Orientation Manual | Strike Committee | | VP |
| 1.2 | Administration | Directors Orientation Manual | Complete Manual | | VP |
| 1.3 | Administration | Directors Orientation Manual | Distribute Manual | | VP |
| 2.1 | Administration | Staff Evaluation | Identify staff requirements and descriptions | | Financial |
| 2.2 | Administration | Staff Evaluation | Identify related expenses: salary and/or office | | Financial |
| 2.3 | Administration | Staff Evaluation | Identify and secure new funding needs | | Financial |
| 2.4 | Administration | Staff Evaluation | Advertise, interview and hire required staff | | Financial |
| 3.1 | Administration | Communications Review | Strike Committee | | Secretary |
| 3.2 | Administration | Communications Review | identify improvements | | Secretary |
| 3.3 | Administration | Communications Review | Youth and participant interaction | | Secretary |
| 3.4 | Administration | Communications Review | Board presentation and review | | Secretary |
| 3.5 | Administration | Communications Review | Implementation | | Secretary |
| 4.1 | Administration | Annual LTP evaluation | To evaluate and modify LTP | | President |
| 4.2 | Administration | Annual LTP evaluation | To evaluate and modify LTP | | President |
| 4.3 | Administration | Annual LTP evaluation | To evaluate and modify LTP | | President |
| 4.4 | Administration | Annual LTP evaluation | present new LTP to members for approval | | President |
| 5.1 | Administration | Tournament Sanction Policy | Set Hosting Committee | Determine minimum reqmts | Secretary |
| 5.2 | Administration | Tournament Sanction Policy | Provincial Hosting Agreement | parameters to host provincials | Secretary |
| 5.3 | Administration | Tournament Sanction Policy | SASK TKD Event Sanction | Sanction for private events | Secretary |
| 6.1 | Administration | Develop Hosting Manual | Set Committee | gather available information | Technical |
| 6.2 | Administration | Develop Hosting Manual | Develop Hosting Manual "for dummies" | guideline for new hosts | Technical |
| 6.3 | Administration | Develop Hosting Manual | Present to Board | for approval and distribution | Technical |
| 7.1 | Administration | Trust fund | Continue to build Trust Fund | Reach \$45G | Treasurer |
| 7.2 | Administration | Trust fund | Continue to build Trust Fund | Reach \$60G | Treasurer |
| 7.3 | Administration | Trust fund | Continue to build Trust Fund | Reach \$75G | Treasurer |
| 7.4 | Administration | Trust fund | Continue to build Trust Fund | Reach \$85G | Treasurer |
| 8.1 | Administration | Privacy & Screening Policy | Set Committee | | Secretary |
| 8.2 | Administration | Privacy & Screening Policy | Develop and present policy to board | | Secretary |
| 9.1 | Administration | Financial Planning Committee | Set Committee | | Treasurer |
| 9.2 | Administration | Financial Planning Committee | present new budget to board | | Treasurer |
| 9.3 | Administration | Financial Planning Committee | analyze budget to actual | | Treasurer |
| 9.4 | Administration | Financial Planning Committee | New Cycle | | Treasurer |
| 9.5 | Administration | Financial Planning Committee | New Cycle | | Treasurer |

Summary List of Goals by Category

| | | | | |
|------|--------------------------|-------------------------------------|---|---|
| 9.6 | Administration | Financial Planning Committee | New Cycle | Treasurer |
| 9.7 | Administration | Financial Planning Committee | New Cycle | Treasurer |
| 10.1 | Administration | Promotional & Marketing | Strike Committee | Marketing |
| 10.2 | Administration | Promotional & Marketing | Gather popularity stats | Most nations TKD #2 behind sc Marketing |
| 10.3 | Administration | Promotional & Marketing | Present Report to Board | Marketing |
| 11.1 | Administration | Fundraising Plan | Strike Committee | Treasurer |
| 11.2 | Administration | Fundraising Plan | Progress report to board | Corporate Sponsors Treasurer |
| 11.3 | Administration | Fundraising Plan | recommendations to Board | Planned Giving Treasurer |
| 11.4 | Administration | Fundraising Plan | Implementation | Alumni Donations Treasurer |
| 11.5 | Administration | Fundraising Plan | Yearly Progress Review | Treasurer |
| 11.5 | Administration | Fundraising Plan | Yearly Progress Review | Treasurer |
| 12.1 | Administration | Review of all other committees | Reports from all standing committees | Improvements identified President |
| 12.2 | Administration | Review of all other committees | recommendations to Board | written reports President |
| 12.3 | Administration | Review of all other committees | Board analysis and approval | incldg STI representation President |
| 12.4 | Administration | Review of all other committees | Implementation of new guidelines | President |
| 13.1 | Capacity and Interaction | Membership Policy Review | Strike Committee | VP |
| 13.2 | Capacity and Interaction | Membership Policy Review | Report to Board | VP |
| 13.3 | Capacity and Interaction | Membership Policy Review | Analyze recommendations | VP |
| 14.1 | Capacity and Interaction | Privacy Policy Review | Possible topic for Membership committee | Secretary |
| 15.1 | Capacity and Interaction | Indigenous Involvement Plan | Strike Committee | Grassroots |
| 15.2 | Capacity and Interaction | Indigenous Involvement Plan | Grassroots participation and promotion | Grassroots |
| 15.3 | Capacity and Interaction | Indigenous Involvement Plan | NAIG Games | Grassroots |
| 16.1 | Capacity and Interaction | Provincial Events | Strike Committee | Review Guidelines Technical |
| 16.2 | Capacity and Interaction | Provincial Events | Review Bidding Policy | Technical |
| 16.3 | Capacity and Interaction | Provincial Events | Event Sanction guidelines | Technical |
| 16.4 | Capacity and Interaction | Provincial Events | Present to Board for approval | Technical |
| 17.1 | Capacity and Interaction | Officials Education & Certification | Referee committee to study | certification process Referee Ch. |
| 17.2 | Capacity and Interaction | Officials Education & Certification | Present to Board for approval | certification process Referee Ch. |
| 18.1 | Capacity and Interaction | LTP Policy | Strike Committee | Technical |
| 18.2 | Capacity and Interaction | LTP Policy | Present to Board for approval | Technical |
| 18.3 | Capacity and Interaction | LTP Policy | Implementation & Review | Technical |
| 18.4 | Capacity and Interaction | LTP Policy | Implementation & Review | Technical |
| 18.5 | Capacity and Interaction | LTP Policy | Implementation & Review | Technical |
| 19.1 | Capacity and Interaction | Volunteer Recruitment | Strike Committee | Awards |

Summary List of Goals by Category

| | | | | | |
|------|----------------------------|--------------------------------|--------------------------------------|----------------------------------|-------------|
| 19.2 | Capacity and Interaction | Volunteer Recruitment | identify volunteers and cmte members | | Awards |
| 19.3 | Capacity and Interaction | Volunteer Recruitment | recruit volunteers | Board & Cmtees | Awards |
| 19.4 | Capacity and Interaction | Volunteer Recruitment | Cycle of identification | | Awards |
| 20.1 | Capacity and Interaction | History and Archive Collection | Strike Committee | | Awards |
| 20.2 | Capacity and Interaction | History and Archive Collection | Collect Data | | Awards |
| 20.3 | Capacity and Interaction | History and Archive Collection | Publish Data | | Awards |
| 21.1 | Capacity and Interaction | Awards | Awards Director to Study | | Awards |
| 21.2 | Capacity and Interaction | Awards | Report to Board | | Awards |
| 21.3 | Capacity and Interaction | Awards | Possible Annual Awards dinner | timed with AGM or Provincials | Awards |
| 21.4 | Capacity and Interaction | Awards | Expand Volunteer Recognition | | Awards |
| 22.1 | Capacity and Interaction | LTAD Implementation | Strike Committee | | Grassroots |
| 22.2 | Capacity and Interaction | LTAD Implementation | Consult with TKD CDA | | Grassroots |
| 22.3 | Capacity and Interaction | LTAD Implementation | Present to Board for approval | | Grassroots |
| 23.1 | Participation & Excellence | Officials (Poomsae) | Strike Committee | find suitable members | Poomsae C |
| 23.2 | Participation & Excellence | Officials (Poomsae) | Operation plan | provincials expansion | Poomsae C |
| 23.3 | Participation & Excellence | Officials (Poomsae) | Presentation to Board for approval | written report | Poomsae C |
| 23.4 | Participation & Excellence | Officials (Poomsae) | Implementation | Action Plan | Poomsae C |
| 23.5 | Participation & Excellence | Officials (Poomsae) | Review Policy | Annual review & AGM report | Poomsae C |
| 24.1 | Participation & Excellence | Officials (Kyorugi) | Continued recruitment | expand referee tem | Referee Ch. |
| 24.2 | Participation & Excellence | Officials (Kyorugi) | Refine Mentoring Process | enrich education process | Referee Ch. |
| 24.3 | Participation & Excellence | Officials (Kyorugi) | Financial support for education | identify critical needs | Referee Ch. |
| 24.4 | Participation & Excellence | Officials (Kyorugi) | Produce more National level referees | encourage experience | Referee Ch. |
| 25.1 | Participation & Excellence | Athletes (Poomsae & Hanmadang) | Strike Committee | | Poomsae C |
| 25.2 | Participation & Excellence | Athletes (Poomsae & Hanmadang) | Operation plan | Poomsae seminars | Poomsae C |
| 25.3 | Participation & Excellence | Athletes (Poomsae & Hanmadang) | Hanmadang Competition development | Event plans | Poomsae C |
| 25.4 | Participation & Excellence | Athletes (Poomsae & Hanmadang) | Hanmadang Competition development | Demo (Team & Single) | Poomsae C |
| 25.5 | Participation & Excellence | Athletes (Poomsae & Hanmadang) | Hanmadang Competition development | Breaking | Poomsae C |
| 25.6 | Participation & Excellence | Athletes (Poomsae & Hanmadang) | Hanmadang Competition development | Weapons | Poomsae C |
| 25.7 | Participation & Excellence | Athletes (Poomsae & Hanmadang) | Hanmadang Competition development | Poomsae (Team & Single) | Poomsae C |
| 26.1 | Participation & Excellence | Athletes (Kyorugi) | Strike Committee | brainstorm | Technical |
| 26.2 | Participation & Excellence | Athletes (Kyorugi) | Grassroots developmental plan | Skills Drill competition | Technical |
| 26.3 | Participation & Excellence | Athletes (Kyorugi) | HP Physical | desired fitness level & Field Te | Technical |
| 26.4 | Participation & Excellence | Athletes (Kyorugi) | HP Technical | elite camps or seminars | Technical |
| 26.5 | Participation & Excellence | Athletes (Kyorugi) | HP evaluation | ranking system | Technical |

Summary List of Goals by Category

| | | | | | |
|------|----------------------------|----------|----------------------------|-----------------------------|-----------|
| 27.1 | Participation & Excellence | Coaching | Identify coaching pool | Names and needs | Technical |
| 27.2 | Participation & Excellence | Coaching | LF personal development | LF refresher courses | Technical |
| 27.3 | Participation & Excellence | Coaching | encourage participation | financial incentives | Technical |
| 27.4 | Participation & Excellence | Coaching | NCCP education level | inform of national reqmts | Technical |
| 27.5 | Participation & Excellence | Coaching | More SASK coaches educated | encourage personal developm | Technical |

SWOT Analysis

| STRENGTHS | WEAKNESSES |
|---|---|
| <ul style="list-style-type: none"> • Strong member support • General trust by members & clubs of each other • Emphasis of traditional Taekwondo values: respect, integrity, discipline • Taekwondo is #2 most popular sport in most countries behind soccer • Minimal cost compared to many other sports • Daedo scoring systems in place for provincial events | <ul style="list-style-type: none"> • Splintered Taekwondo Styles (ITF, GTF, etc) • Volunteer recruitment • Structured HP Program • Structured Poomse Program • Structured Hanmadang Program • Smaller province and talent pool depth • Public knowledge and promotion • Communication with general membership • No Part/Full time staff |
| OPPORTUNITIES | THREATS |
| <ul style="list-style-type: none"> • Indigenous and NAIG Games involvement • PATU and WTF Poomse seminars available • Many national & international HP camps • Raise public awareness to the long term societal benefits of traditional Taekwondo discipline • Member involvement and communication • Fundraising committee • Recognition program to generate excitement • Provincial games involvement | <ul style="list-style-type: none"> • Taekwondo Canada disagreement regarding 2010 election process • T.C. lack of consultation with partners regarding the development and implementation of the membership policy • Lack of needed funding for professional staff. • Costs of HP opportunities and Educational Programs • Loss of mentoring opportunities to maintain instruction and delivery of high quality programs |

SASKATCHEWAN WTF TAEKWONDO ASSOC. INC.

Committee Duties Draft Outline for Revision

Technical Committee

- Develop a plan to co-ordinate the training of SASK athletes and Coaches
- Run regional provincial training clinics that act as a talent ID vehicle
- To provide the environment to share and learn preparation methods, technical improvements and strategy theory for Coaches and athletes.
- To promote and encourage fitness education through NCCP.
- Development of Provincial coaches towards a National Level Coach.
- To involve the personal coaches in the athletes training program in order to build support and consistency in their training program.
- Co-ordinate the requirements to run a Sanctioned Provincial Event
- Committee member sits on the Long Term Plan Committee

Tournament Organizing Committee

- Sub Committee of Technical Committee
- Organizing of black belt competition at Provincials including draws
- Details of expectations & guidelines,
- Provincial medals (ordering and stock)
- Which incomes to share and allowable expenses
- What is hosting risk? (t-shirts, other sales, programs...)
- Guidelines for a sanctioned Provincial Event
- Produce a "*Hosting manual*"

Referee committee

- Set levels & criteria of referees
- Determine when, where to conduct and oversee seminars & testing
- Select & delegate qualified seminar instructors & assistant instructors
- Keep ID records of referees (including level & experience)
- Issue certificates and member ID cards
- Have a contact & mailing list available for tournament hosts
- Referee Chairman is to be the chairman for the Provincials and SASK WTF Sanctioned events

Policy & Procedure Committee

- Policy & Procedure manual update
- Five Year Plan to renew
- Constitutional revisions

Membership Committee

- Collecting of fees and original receipts
- Entry into database of information for associations use
- Privacy monitoring

History committee

- To compile and maintain tournament records of Saskatchewan athletes at the National and International level. This record shall be available in the handbook and revised upon each new printing. It is possible that this could be included on the web site either as a downloadable Handbook document or as a page on it's own.

Harassment & Screening committee

- Secure copy of policy on computer disk.
- Finalizing of guidelines
- Zone and school reps
- Securing of information
- Board to be final appeal process

Communications Committee

- Newsletter
- Web site

Awards Committee

- All forms required for all "Awards" available.,
- General notification of deadlines, eligibility details and follow-up report requirements to Grandmasters, Board, Instructors and students in a timely manner.
- Final notification of deadlines to Grandmasters, Board, Instructors and students especially to any deserving athlete's that have not yet submitted.
- Collection of award nomination forms.
- General notification of award nomination list to SASK WTF board for review.
- Keep a file of all submitted award nomination forms and correspondence for future reference with a copy going to the Secretary for archival filing.
- Notification to the successful award nominee's and their follow-up report requirements and deadlines.
- Confirm in writing that the follow-up report satisfies all of the requirements of the awards to the board of SASK WTF and specifically the Treasurer.
- Searching and applying for any outside grants that are available.

Committee Chairman filled by Board of Directors Positions

Secretary

- Ensure all information is communicated to directors
- Minutes
- Meeting notices
- Secure and reserve meeting room
- Up to date constitution on file available upon request
- Keeper of the archives and web site

Treasurer

- Book keeping oversight
- Budget (Sport Profile)
- SASK Sport reports (Follow-up)
- Map Grant Splits
- STI Committee member

Vice President

- STI Committee member

S.T.I. Committee

- Composed of Vice President, Treasurer and two additional members
- Recommend SASK WTF representative for S.T.I. Board positions
- Ensure minutes of meetings are passed on to directors in a timely fashion
- Ensure that SASK WTF is present at all SASK Sport meetings and AGMs

President

- Chair SASK WTF meetings as per constitution.
- Represent or appoint the SASK WTF representative at Taekwondo Canada meetings and functions as required.
- To first consult with board regarding decisions on Taekwondo Canada matters through appointed member or written reports.
- To report on a timely basis results of Taekwondo Canada meetings.
- To share all correspondence available between the Taekwondo Canada directors and Executive.
- Co-ordinate communication between the SASK WTF Board and Executive as well as all committees

Old Guidelines listed for update and revision

SPORT PROFILE COMMITTEES and Budget Process

Budget Process

1. SASK Sport's **Sport Profile Seminar** to be attended by directors responsible for budget.
2. The directors are to inform the members of each school of any changes and ask for their input for suitable projects that need to be included in the Sport Profile.
3. Branch school instructors are to set up project submissions according to member's recommendations and submit to the board of directors.
4. Directors meeting to draft the budget in consultation from the Board of Directors.

Sport Profile Committee:

1. The compiling of the finished budget or Sask Sport Profile will be the responsibility of the Treasurer or whomever the Treasurer may require to assist. The finished budget has to be approved at Board of Directors meeting prior to submission to STI and Sask Sport
2. input for the budget shall come from any and all Directors with input through them from the membership.
3. compile a preliminary budget report with projected grants and membership numbers for discussion, revision and approval at a Board of Director's meeting preferably held in November. This draft report should be available to the Directors at least two weeks before the Board Funding meeting.
4. Complete the Year end follow-up report for STI and Sask Sport.

Sport Profile Definition and Guidelines:

1. the annual budget is the Sports Profile Grant Application that is required by Sask Sport and approved by the board of Directors. The document becomes a pre-approved spending plan to allow the projects to run their course without further board meetings or delays in payments. Any revisions will require SASK WTF Board of Director's approval and a written request to Sask Sport. Sask Sport will require that SASK WTF receive their written approval before the changes can be implemented.
2. The fiscal year of the Corporation is April 01 to March 31 of the following year
3. Grants are to be spent according to Sask Sport's guidelines
4. Provincial projects are to be funded first and the balance loosely split according to membership, with consideration to their self help contribution.
5. Self Help that is raised by local associations to meet their requirement shall have those funds returned to that local area to complete projects that were requested in the budget process. Before SASK WTF can release these funds, the expense claim will have to be signed by the signing authorities of that local association. Signing authorities of the local associations will have to be members of SASK WTF.
6. Membership fees shall be placed in a Special Directors Fund that shall be used by the Board's discretion for special projects that may arise, such as an Inter-national Referee Seminar, Junior Nationals, Inter-national Competitions, Permanent Trust Fund, etc.

7. Saskatchewan athletes, coaches and officials must be a paid up member before receiving any SASK WTF funds

Annual General Funding Sub-Committee:

1. shall be composed of a chairperson appointed from the board of directors and as many committee members that are deemed necessary. It should be the same construction as the Sport Profile Committee.
2. the chairperson must understand the Sask Sport Profile guideline and follow-up
3. shall receive their input and advice from the branch clubs and instructors as to their wishes for programs in their area with great consideration to the special advisors' instruction and guidance
4. shall use a report from the Budget Committee to establish funding divisions according to Sask Sport and Saskatchewan W.T.F. Taekwondo Association Inc. guidelines
5. shall compile a report for the budget committee that indicates what spending blocks the projects appear in. The projects are to be broken down into each area (zones) and what expenditure amounts are being funded from self help, grants or a combination of both. The projects require dates of completion.
6. Follow-up reports on the projects are required 1 month after the fiscal year end. It is to include information on all aspects of each project including dates, number of athletes, etc.
7. shall inform the Directors of all committee meetings for their attendance if they are available.

Sask First Sub-Committee:

1. shall be composed of a chairperson appointed from the board of directors and as many committee members that are deemed necessary
2. the chairperson must understand the Sask Sport Profile guideline and follow-up
3. shall receive their input and advice from the branch clubs and instructors for programs that have special emphasis on the elite Athletes and Provincial Team with great consideration to the special advisors' instruction and guidance
4. shall use a report from the Budget Committee to establish funding divisions according to Sask Sport and Saskatchewan W.T.F. Taekwondo Association Inc. guidelines
5. shall compile a report for the budget committee that indicates what spending blocks the projects appear in. The projects are to be broken down into each area (zones) and what expenditure amounts are being funded from self help, grants or a combination of both. The projects require dates of completion.
6. Follow-up reports on the projects are required 1 month after the fiscal year end. It is to include information on all aspects of each project including dates, number of athletes, etc.
7. shall inform the Directors of all committee meetings for their attendance if they are available.

Fundraising Sub-Committee:

1. composed of an appointed board member as chairperson with as many committee members as required by the chairperson
2. purpose to co-ordinate fundraising methods and develop corporate sponsors

3. to compile and report to the Budget Committee chairperson of the projected new fiscal year's sponsorship, Self Help and Membership Fee's Revenue. In short, all revenue except the Sask Sport Grants. The report should be delivered to the President and Secretary/Treasurer by January 1st of each year.

Special Committees:

1. any special committee that will be required shall report their findings in a written report. The report shall be signed by the chairperson then delivered to the President, the Secretary/Treasurer and all of the board members. Further action will be a decision of the board.

Sask Sport AGM:

1. shall be attended by the President and the Secretary/Treasurer or board members approved in their absence. The attendee shall make a written report for all board members.

S.T.I. Committee

1. VP and/or Treasurer should be the SASK WTF chairs for this committee
2. 3 to four members
3. Recommend individuals to run for STI Board positions