



# Ontario Taekwondo Association

2355 Keele Street, Suite 201  
North York, Ontario M6M 4A2  
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## MEMORANDUM

**To: OTA Club Owners and Membership**

**CC: OTA Board of Directors  
Barbara Lyon-Stewart, MHP**

**Date: Saturday, March 14, 2009**

**Topic: Recommendations from the Ministry of Health Promotions (MHP).**

Dear Sir/Madam,

We are obliged by the Ministry of Health Promotions (MHP) to address several issues of governance that will be outlined below. Much of the following recommendations have been provided to us for discussion purposes by our consultant, Al Will.

The document outlines some of the changes that we are looking at making to the by-laws for the March 28, 2009 Special General Meeting. Please forward your comments to Master Tommy Chang at [otavp1@gmail.com](mailto:otavp1@gmail.com) and to our Consultant Al Will [al@alwill.ca](mailto:al@alwill.ca) by March 23, 2009.

**a) Building Capacity:**

We have been advised that considering this organization's little funding, a team of 15 Directors is deemed far too large. With this in mind, more Directors are required to participate in the functioning of this organization. The current number of Executives is insufficient to execute the many duties required of them.

Therefore, it is recommended that a Board of Directors be struck which has a greater participatory role in the organization.

Another shortcoming that needs to be addressed is that of proportional representation by region as currently, there is unequal regional representation.

In order for a director to take on greater responsibility and be more involved, it has been suggested that we increase the minimum number of board meeting per year up from two.

**b) Regional Representation:**

Due to the large size of the current Board (8 regional members plus First Nations and the Disabled), we are unable to congregate often enough to ensure due



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diligence. Therefore, we recommend that each Region nominate only one Director to serve on the Board of Directors. It has been suggested that he representative will be elected solely by members from within that region. The representation and considerations of First Nations and the Special Needs will remain an inherent part of the current program structure. The constituency of all regions will elect the representatives of the First Nations and the Special Needs.

The Regional Director to the Board will be elected by member clubs within each of the four (4) regions. The Board will assemble at least five times annually. As per the by-laws, a Regional Director may be elected for a two-year term to maintain continuity.

## c) Rotation of Executive & Directors:

The five Executive Directors, all of which are Officers of the Corporation, are presently elected by member clubs for a four-year term. However, the Ministry is indicating that they have encountered difficulty with the entire Executive in one year (in the current 4-year cycle). The absence of institutional memory therefore becomes problematic. The new proposed rotation will maintain continuity in our organization. As the current Executive was elected in 2007 for a 4-year term, Schedule A will be implemented in 2011.

To maintain continuity on the Executive, a maximum of 33% of the Executive may turn over in any given year. This draft does not prescribe limits on the number of consecutive terms that an Officer may serve. Additionally, there is also no limit on moving from the position of one Vice-President to another.

It has been proposed that after this initial phase-in schedule, all Executives will be required to serve a three (3)-year term.

It has been proposed that all regional Directors will be appointed for a two (2)-year term.

## d) Schedule A:

POSITION	FIRST ELECTION	RE-ELECTION
President	2011	2013
Senior Vice-President	2011	2014
Vice-President Administration (Secretary General)	2011	2013
Vice-President Finance (Treasurer)	2011	2014
Vice-President Technical	2011	2012



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North West Regional Director	2011	2013
Central Regional Director	2011	2013
Eastern Regional Director	2011	2014
South West Regional Director	2011	2014
Special Needs	2011	2014
First Nations	2011	2014

e) **Belts & Uniforms:**

Current Section Nine should be deleted and moved to the rulebook

f) **Out-of-Province Issue:**

**Out-Of-Province Athletes Attending OTA-Sanctioned Events:**

The Ministry of Health Promotion mandates that we clarify the grounds on which non-OTA members may or may not participate in OTA-sanctioned events.

g) **Residency Requirement:**

Considering that club owners carry all votes, the necessity of section 2.06 is called into question. "Any member must be a Canadian Citizen or Landed Immigrant and permanent resident for at least (6) months."

Sincerely,

Master Tommy Chang  
1<sup>st</sup> Vice-President – Administration  
Ontario Taekwondo Association  
[www.taekwondo.ca](http://www.taekwondo.ca)