

CORA Executive Meeting January 7, 2008

Present: Cindy Wright, Denis Belkin, Doug Mancell, Brian Johns,
Meghan McDougall, Carmen Leung
Absent: Laci Budjos

Old Business

- Positions

Secretary: Cindy Wright has offered to be secretary.

Vote: all attending in favour-vote passed

Education: still outstanding, can be done as a board.

- Committees

- As posted.

- Laci agreed to do CORA Cup
- Junior development: presently seems to be a club issue rather than a CORA issue:

Junior challenge: challenging each club to bring out their best crews. Can fall under CORA cup and put out the challenge to the clubs. It would help if we distributed the CORA Cup rules so that clubs can promote (see New Business: CORA Newsletter)

- Clinics

- Suggestions and follow up discussion from emails.

Action Item: Cindy will inquire about the OC clinic in Penticton.

Clinic Proposals

Island Clinic Sprint: Proposed Date: Feb 23.

Action Item: Cindy liason with Jackie and provide details and forward this info onto CORA board via email

Jericho Stroke Improvement (OC6)

OC1/OC2 day is best for paddling clinics. It is possible for a couple of local clubs (Pac Reach, FC) to loan 2-4 canoes to have an OC6 stroke improvement clinic on the small boat event.

NOTE: who will spear head this?

Changes Clinic

Should stay in Vernon.

Discussion: There are other coaches out there that might be interested and we are failing to tap the resource potential that is available to both CORA and the clubs

Action Item: Cindy to spear head a list of coaches to distribute to clubs and begin the initiation of an RFP process for CORA clinics

- CKC Affiliation
 - Doug is spearheading it. Dave Boulding (paddler, lawyer) is going to oversee the safety policy and is working with the Australian group to help coordinate our new safety policy
 - Doug forwarded on the CKC safety policy to Dave and he agreed to do it for \$1300 (budget item?: need to check).

Action Item: Cindy to check on Budget 2008 to determine if this is a pre-determined budget item

Action item: get Doug to discuss with Donna the present state and how he needs to make initial contacts with.

New Business

- New Meeting day
 - Doug has a conflict on first Monday of every month.
 - **Date: Third Monday of each month: 8:00-9:00**
- All Sport Insurance Requirements
 - Carmen has been in contact with All Sport about procedures.
 - All Sport has got the race schedule and is aware of each race.
 - On Insurance, additions may be needed (e.g. Port Authority, Queen), which means that All Sport will need to tailor each certificate
 - Race Director will continue to work through CORA to get certificates.

Action Item: Carmen/Doug to inquire if additions can be standardized

- Year of the Novice
 - Promote in a similar fashion to juniors (cup) and nationals in the newsletter.
 - Define novice but on the honour system.

**Vote: increase Novice National money award from \$300.00 to \$600.00.
All in attendance in favour-vote carried.**

- Howe Sound
 - Designations: Western Canoe, understands they didn't get Nationals, it is a 10 year anniversary and it is likely going to pull out next year. This will be the last year Howe Sound unless someone takes it on.
 - Is there some air fluffy title.

Action Item: Doug to ask Lynn to provide some titles that she and us might be comfortable with so that we can promote.

Boat Weighing. We will not tackle that this year. Our goal, from the technical meeting was to deal with the registry.

Action Item: Carmen will request the clubs to provide an update to their registry to will coordinate it being cleaned up.

- Age Categories
 - To be deferred.

- Sprint Va'a
 - adaptive support
 - Financial support available through CKC. Only NSO can be approached. Doug has a letter of support that they can forward to CKC and he will verify their CORA membership in good standing.

 - electronic timer
 - Denis has looked into it. Mostly from track and field.
 - Deferred to email discussion.

- CORA Newsletter
 - **Doug will oversee the development and production of a newsletter to increase communication between the clubs.**
 - Includes: outline of meetings that are applicable to clubs and an update on the racing situation.
 - **Cindy willing to edit.**

- 2008 Budget Items
 - Nothing to discuss or report

- Transfer of CORA Records

Action Item: Carmen will follow up that the records have been transferred between the lawyers.

- Advertising and Promotion
 - Deferred and included in Newsletters discussion
 - Tackle internal promotion first.

Next Meeting Date: February 18th at 8:00 pm



CORA EXECUTIVE MEETING AGENDA

Minutes of the February 18, 2008

A. CALL TO ORDER

Members in attendance:

Cindy Wright, Carmen Leung, Brian Johns

B. APPROVAL OF MINUTES

1. Jan. 7, 08 CORA Teleconference minutes

In the absence of quorum, only those items without voting were discussed.

C. ADOPTION OF AGENDA

D. OLD BUSINESS

Membership:

Club memberships and "Club Representative" contacts?

(a)-Cora needs contact addresses for all clubs in order to send CORA meeting summaries to individual clubs.

Action Item: Carmen to send Cindy/Doug a list of club reps and club email addresses for checking and completion. This list already exists, but does need to be checked over by membership reps.

(b)-Transfer of CORA records complete?

Update: *Martha Rans will be our new lawyer and upon her return from New Zealand she will oversee the record transfer in March.*

Action Item: Carmen will confirm when completed

Action Item: Industry Canada needs to be filed by April and Martha will ensure the forms will be filed (Carmen to oversee).

Insurance:

Update on Allsport/harbourmasters' communications.

(a)-Namaimo, and for future races, Victoria inclusion of harbourmaster's specifics in insurance forms for upcoming races.

Carmen has emailed All Sport (with a cc'd to Doug), that specific requests (exactly worded) can be amended to policy and they will adapt the insurance and send a new policy out.

b) Jericho Canoe Club

Jericho has approached CORA/All Sport looking for insurance for their Learn to Paddle program as requested by the Sailing Centre.

Action Item: Carmen to follow this process in terms of the way that All Sport covers such club and coaching activities. She will update when resolved.

For General Information:

As races come along, Carmen approaches All Sport about 2 weeks prior to the race and then forwards the insurance document. All Sport then faxes the insurance to race contact and Carmen

Website:

(a)-Update on general website issues.

- is the present format acceptable?
- what are the website limitations and do we need to take steps to adjust this?

Not Discussed

CORA Clinics 2008:

(a)- Cindy: Update on Victoria Clinic(s)
The clinics are almost full.

Action Item: Cindy will update next meeting on the success of the clinics

(b)- Cindy: Penticton O.C. Clinic: Open? Closed? CORA clinics?

This clinic is closed, so there is no real opportunity to piggy-back on this.

(c)- Cindy: List of potential clinicians to run clinics throughout the province.
Still outstanding: waiting for an updated club listing

Stroke Improvement at Jericho Iron Small Boat Event

We discussed supporting this at the last meeting and Jackie was willing to coordinate the entire things. Is there any new information on this?

EMAIL ACTION ITEM: Are we still in support of this? Yes or No

Carried over to March meeting: all directors supportive: YES

C.K.C. Affiliation (report):

(a)- Doug re. Safety Policy: David Boulding was delayed in Australia but met with the past AOCRA president and has the necessary materials from that end.

Not Discussed

Advertising and Promotion:

(a)- Doug is waiting on incoming club representative addresses to send CORA meeting summaries & CORA Cup Challenge Info. to. Put challenge out to clubs for CORA Cup.

See above

(b)- Other ideas for advertising and promotion?

Not discussed

Sprint Va'a World Championships:

(a)- Purchase of electronic timer?

Not Discussed

NEW BUSINESS

Membership and Financial report (Carmen):

(a)-intake from Lotus Icebreaker

*\$5170 in membership (both fee types)
Cindy also has an initial deposit and a second one will be done once the Crazy 8 files have been received*

Action Item: Cindy will email Carmen the information on this first deposit.

(b)-payment to Sacramento

*Donna sent Lynda the \$1700 required for registration.
There appears to be a new IVF deadline for registration, and we are waiting to find out details.*

(c)-current state of CORA bank balance

~28000.00 +/- expenses and new deposits. (includes the original 10K donation made in 2007.

(d)-(formal CORA vote)\$1,300.00 fee to David Boulding for compiling comprehensive CORA Safety Manual

Not Discussed: however, this was an item discussed and approved at the Technical Committee meeting in November, however, it does not appear as a budget line item. It was agreed in November, this was crucial not only with regards to CORA and it's own insurance issues, but also for potential affiliation with CKC.

Vote:

Yes: I support the discussed budget item of \$1,300.00 dollars to David Boulding to compile out updated CORA Safety Policy

No: I do not support the discussed budget item of \$1,300.00 dollars to David Boulding to compile out updated CORA Safety Policy

Carried forward to March meeting due to quorum: In March, the vote was passed with a yes (Doug, Cindy, Denis, Brian, Carmen (via email)).

(e)- other?

No Other Discussion

Insurance:

- Are Penticton Parks and rec. informed of Club needing to get their own insurance, aside from CORA, to insure their building.

Resolved by the City of Penticton and PRCC

CATALINA (U.S. Championships 08):

(a)- Brent Bagnol and Risa (Victoria) want to advertise for paddlers and teams going to The U.S. Championships in Catalina, California. Brent and Risa are attempting to put together a strong, cohesive, unified Canadian contingent and appeal to CORA for support. They are planning and recruiting from Van. Island and want to branch out to the rest of the province.

-Ideas for CORA to support.

-add on our website?

We discussed that although CORA might be interested in supporting initiatives such as this, we really don't have the vehicle for this (re: perhaps new website initiative/development), we don't know how to facilitate their request.

Action Item: Doug should send out an email to them asking for specifics.

Howe Sound Race (report) :

- (a) -Doug: contacted Western Canoeing and let them know that CORA is interested in supporting an attractive title for the 10 anniversary race. No response back as of yet.

World Masters Games 2009, Sydney Australia

- (a) –So far there are OC1, OC2 categories as previous demand dictated. Shall CORA join New Zealand in an appeal for oc6

CORA supports the inclusion of any OC racing into the World Masters Games and presently OC6 appears to be excluded.

Action Item: Doug to compose a letter of encouragement to the Sydney Games organizers supporting the inclusion of OC6 racing into the Games. Perhaps Lynda Roberts and John Roberts who organized the Edmonton Games has some insight into the success and they could be contacted for supporting information.

Year of the Novice:

- (a) –further ideas for promotion.

Not Discussed

Age category changes:

- (a) -is this something the 2008 CORA board wants to undertake?

Brian suggested that female and male age categories be the same and run 19-29/30-39/40-49/50-59/>60. However there concern expressed by Cindy about truncating/inflating any single category. To be frank, we really don't know what our demographic situation is right now.

Action Item: Cindy to generate 2007 demographic breakdown.

Next Meeting: March 17, 2008 - 8:00 – 9:00 pm.

Meeting Dates: Third Monday of each Month. Please check that you are available on the following Mondays.

- Monday, April 21 – 8:00 - 9:00
- Monday, May 19 - 8:00 – 9:00
- Monday, June 16 – 8:00 – 9:00
- Monday, July 21 – 8:00 – 9:00
- Monday, Aug 18 – 8:00 – 9:00
- Monday, Sept. 15 – 8:00 – 9:00



CORA EXECUTIVE MEETING AGENDA

Agenda for March 16th, 2008

Present: Cindy Wright, Doug Mancel, Denis Belkin, Brian Johns
Regrets: Carmen Leung, Laci Budjo, Meghan McDougall

- A. CALL TO ORDER
- B. ADOPTION OF AGENDA
- C. ONGOING BUSINESS
- D. APPROVAL OF MINUTES
 - 1. Feb 18, 08 CORA Teleconference minutes*Outstanding issues, see below*
- E. New Business

Old and Ongoing Business

- a) Membership Update and follow-ups.

Action Item: Carmen to send Cindy/Doug a list of club reps and club email addresses for checking and completion. This list already exists, but does need to be checked over by membership reps.

COMPLETED and emailed

(b)-Transfer of CORA records complete?

All is going well with the transfer of lawyers. After following up with McCarthy Tetrault on requirements to transfer, they are now finally in the process of assembling the records to forward to Martha Rans who will hold our CORA records and file our CORA Industry Canada form.

Website: Carried over from last meeting
Update Denis/Doug

The feeling is that the website could use improvements and redesign but this is difficult as any design changes need to go through Colleen. Small additions or changes to text are relatively easy, but big changes in layout are not accessible.

Action Item: Denis/Doug to oversee communications to allow for revamping of website to be more universally accessible to board for changes/improvements.

CORA Clinics 2008:

(c)- Cindy: List of potential clinicians to run clinics throughout the province.

Update Cindy: email attachment sent. CORA will review, edit and it will be sent out to club and club representatives.

Outstanding Item from February

Stroke Improvement at Jericho Iron Small Boat Event

We discussed supporting this at the last meeting and Jackie was willing to coordinate the entire things. Is there any new information on this?

EMAIL ACTION ITEM: Are we still in support of this? Yes or No

In agreement: Yes Doug, Denis, Brian and Cindy, Carmen (via email)

Safety Policy Update

Doug:

I read the Australian manual which David Boulding now has in his possession and I edited out items for him that would not pertain to our situation. Australia is far more developed than we are with different zone boards and stringent hull and other requirements that CORA could not possibly implement at this stage of Canadian outrigger racing development.

Advertising and Promotion: Carried over from last meeting

Update Doug:

(a)- Doug is waiting on incoming club representative addresses to send CORA meeting summaries & CORA Cup Challenge Info. to. Put challenge out to clubs for CORA Cup.

Sprint Va'a World Championships: Carried over from last meeting

(a)- Purchase of electronic timer?

- Dennis looking into electronic timing, had lead on European model but it is not that mobile.
- Doug contacted Mel. about timers and she recommended contacting CKC and BCKC to see what they are doing. I had asked CKC already and sent an e-mail to CKBC a couple of days ago. – no responses yet

(b) update from Sprint council

Nothing to report.

(c) financial payments from CORA
See under New Business below

Membership and Financial report (Carmen):

Carried Over from Last meeting:

(d)-(formal CORA vote)\$1,300.00 fee to David Boulding for compiling comprehensive CORA Safety Manual

Not Discussed: however, this was an item discussed and approved at the Technical Committee meeting in November, however, it does not appear as a budget line item. It was agreed in November, this was crucial not only with regards to CORA and it's own insurance issues, but also for potential affiliation with CKC.

EMAIL ACTION ITEM: We can vote via email in support of this. All Executive members please email the executive grouping with a
Yes: I support the discussed budget item of \$1,300.00 dollars to David Boulding to compile out updated CORA Safety Policy
No: I do not support the discussed budget item of \$1,300.00 dollars to David Boulding to compile out updated CORA Safety Policy

Motion Passed;

Yes: Denis, Brian, Doug, Cindy, Carmen (via email).

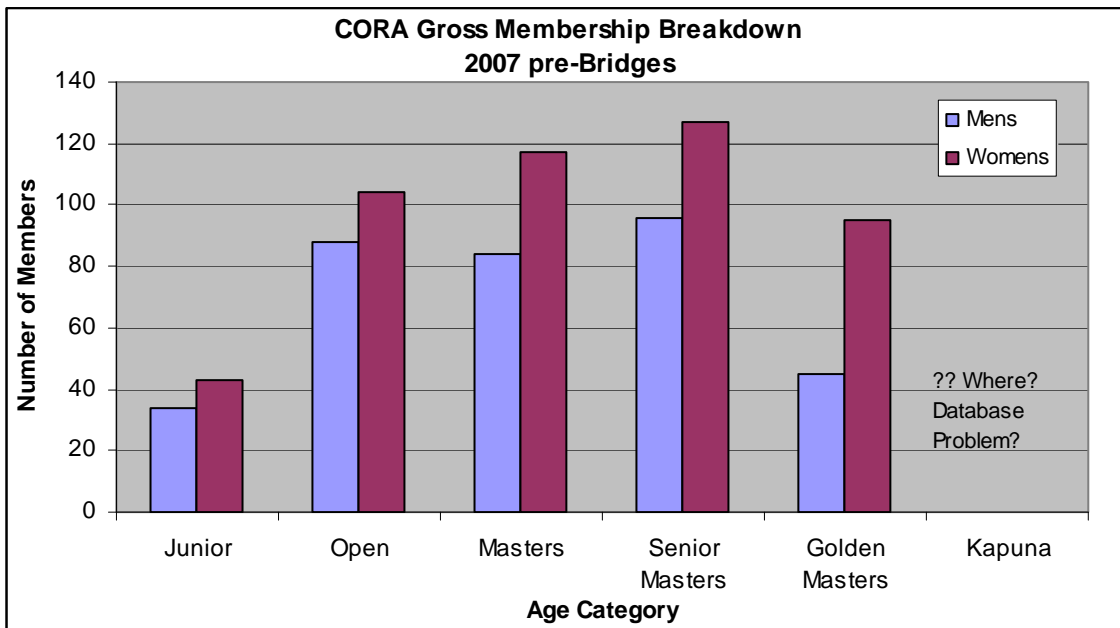
Racing Items

Age category changes:

Action Item: Cindy to generate 2007 demographic breakdown.

Completed: Cindy to update

Carried over due to landline disconnected.



NEW BUSINESS

Membership and Financial report (Carmen):

- 1) Regarding IVF Sprint entries I am still updating Donna as I log new applications in and deposit Sprint registration \$\$.
- (2) For Financial payments from CORA to Sprint Vaà World Championships: On Feb 29, Donna requested \$1,000 be paid to each Kamini Jain & Lynda Roberts as our 1st payment to them. This \$2,000 payout came out from the \$10,000 Sprint donation money in CORA account, not from CORA funds. I advised Geoff this. Also on Jan 1, \$1,700 usd was sent to Sacramento for Sprint registrations as requested by Donna which Adrienne & Jan signed a cheque for.
- (3) Currently, CORA has 209 male members, 254 female, total of 464 members to date. The club based memberships were also updated and clubs still needing to pay have been emailed in light of the May deadline.

Insurance:

- (1) Ottawa Racing Canoe Club has paid their club membership fees and have been instructed on the process for sanctioning their event. Cindy has been in contact with 2 of their members and we are waiting for them to forward on the sanctioning paperwork
- 2) Jericho received their Allsport Insurance certificate for their Learn to Paddle program ok.
- (3) I can request Allsport to include Victoria inclusion of harbourmaster`s specifics in the insurance form for upcoming races

Action Item: Cindy and Carmen to coordinate changes to All Sport policy to reflect the two ORPC races

CORA Clinics

Action Item: Cindy will email Jackie to see if there is still interest on behalf of Waters Edge to hold a Stroke Improvement Clinic at Jericho.

Racing Updates

Update Doug:

Catalina Championships Call by Risa Greenwood and Brent Bagnall
Action Item: Doug should send out an email to them asking for specifics.

Completed: They did not ask for anything specific, rather just a forum/recognition of their goals

Howe Sound: Update?

Lynn has yet to respond

World Masters Games 2009, Sydney Australia

Action Item: Doug to compose a letter of encouragement to the Sydney Games organizers supporting the inclusion of OC6 racing into the Games. Perhaps Lynda Roberts and John

Roberts who organized the Edmonton Games has some insight into the success and they could be contacted for supporting information.

Completed: Update Doug

John and Lynda Roberts both got back to me with some data about the OC6 events at the Edmonton World Masters and I sent a letter in support of OC6 races at the world masters in Sydney Australia: New Zealand replied with appreciation.

At approximately 20:19, Cindy lost landline contact. She reconnected via cell to quickly deal with voting issues and then closed contact. The remaining agenda was discussed and notes taken by Brian and Doug were forwarded to Cindy.

Meeting was adjourned shortly following this.



CORA EXECUTIVE MEETING AGENDA

Minutes for April 21th, 2008

A. CALL TO ORDER

Denis, Doug, Brian, Carmen, Donna, Laci, Megan

B. ADOPTION OF AGENDA

C. APPROVAL OF MINUTES

1. March 16, 08 CORA Teleconference minutes

F. On Going Business

1) Transfer of Records and Review of CORA by-Laws: Martha Rans:

a) Action Item: Carmen Leung to work with Marth to bring our bylaws up to date in time for fall AGM and to track updates and changes over time

2) Sprint Update: Donna Harrison

First \$1000 payment to Lynda and Kamini (for March) and a second payment coming in May. Final payment in July.

3) Membership/Financial update: Carmen Leung

- \$26, 678 in the account that doesn't include the hat cheque (includes the sprint fund).
- 256 males
- 311 females for 567 members
- Clubs: 3 Clubs in arrears.
- Lawyer bill: payable to Decorse for March 07 to date:
- The invoice was 1541 and will email a cheque.

4) CORA Website: Update—Denis Belkin/Doug Mancel

The website is being re-designed, but it has been passed on. It may be ready in a couple of weeks.

The canoe registry is static. We need an electronic/revisable copy.

5) Insurance Update

Directors liability: see email. All Sport errors and omissions (2 million dollar coverage).

All racers are CORA members.

G. New Business

1) CORA Clinics: Update-Cindy Wright

2) Racing Update:

- Cancellation of Sproat Lake**
- Race Committee**

3) CORA Age Categories

- On going.**



CORA EXECUTIVE MEETING AGENDA

Minutes for May 19th, 2008

A. CALL TO ORDER

Present:

Carmen, Brian, Cindy, Doug, Meghan

Regrets: Denis, Laci

B. ADOPTION OF AGENDA

C. APPROVAL OF MINUTES

- 1. April 21, 08 CORA Teleconference minutes
Approved**

H. On Going Business

1) Sprint Update: Donna Harrison

Via email

Sub-budget of the Sprint money.

Expenses to be paid from Eastern and Western Trials

Cheques for Coach and AC

2) Membership/Financial update: Carmen Leung

Male 300

Female: 360

Balance: \$26,313

Action Item: Carmen will be meeting Martha, for Industry Canada Form 3. \$30.00 payment.

Action Item: Carmen will meet with Martha this month to discuss Updates to Bylaws.

3) CORA Website: Update—Denis Belkin/Doug Mancel

The new website will be ready soon.

Action Item: Doug to ask Denis to try to complete quickly

4) Racing Update

Island Iron: Changes in race/safety directorship

Race Director will be Julie Kippen

Trial by Water is Laurel Telford

Canoe Registry: Carmen sent Denis an update on the registry.

I. New Business

1) Safety Update: Doug Mancell

Doug is happy with the process that is happening and it is moving forward and should be ready to present at the next meeting.

He will forward to some prominent paddlers for feedback and then present to board.

2) Clinics

Vernon Changes Clinic

Sprint turns clinic at Lotus.

3) CORA Points

Action Item Doug: contact Laci on doing the CORA points system using the new spreadsheet system to ensure the CORA points system is up and going.

Move to Adjourn

All agree

Meeting adjourned.



CORA EXECUTIVE MEETING AGENDA

Minutes for June 16th, 2008

- A. Present: Cindy, Brian, Laci, Meghan, Doug,
Regrets: Carmen**
- B. ADOPTION OF AGENDA**
- C. APPROVAL OF MINUTES**
 - 1. May 19, 08 CORA Teleconference minutes**
All Agree: Minutes approved.
- J. On Going Business**
 - 1) Sprint Update**
 - PRCC/Joss Payment for Western Trials**
Payment Approved
 - Payments due**
Payment Approved in Principle.
 - Clinic**

Sending Penticton Rep. to Sacramento
 - Action Item: Doug to discuss with Donna the planning situation and level of commitment (PRCC/ Penticton Chamber).**
 - 2) Membership/Financial update: Carmen Leung**
 - Action Item: Doug to coordinate with Carmen mid-year budget and commitments.**
 - 3) CORA Website: Update—Denis Belkin/Doug Mancel**
 - The website is “read to go” he just needs Colleen to give present access to the website. They need direct FTP access to the server.**
We need to test drive the site prior to open release.
 - 4) Racing Update**
 - Island Iron/TBW: success**
 - Lotus: on track**
 - Gibson: nothing to report.**
 - Vernon FWC**

Vernon has regrettably chosen to cancel this year. They wish to retain their spot on the calendar and possibly due it every two years. They indicated that there may be a group of independent paddlers who may wish to pull together an event. They will need to contact CORA.

We will hold Vernon's space on the calendar for the coming year.

Action Item: Cindy to contact CORA reps/clubs to alert them to the cancellation of the Vernon FWC.

CORA Cup: Points, awards

Action Item: Meghan to look into the plaques for the CORA Cup

Action Item: Laci: to update the CORA Points spreadsheet.

Timing systems update –Doug

Action Item: Doug is discussing the Pitt Meadows to look at their timing system. Also to look at Alcans system

K. New Business
No new business

Motion to Adjourn at 8:52 pm: Motion carried.



CORA EXECUTIVE MEETING AGENDA

Minutes for July 21th, 2008

- A. Present: Cindy, Carmen, Brian, Doug
Regrets: Megan, Laci**
- B. ADOPTION OF AGENDA**
- C. APPROVAL OF MINUTES**
- 1. June, 2008 CORA Teleconference minutes**
Approval of participants: Cindy, Carmen, Brian, Doug (via email)
- L. On Going Business**
- 1) Sprint Update**
Update : Doug regarding Penticton Participation
Penticton Parks representative will be attending Sacramento for 2 days during the IVF
- 2) Membership/Financial update: Carmen Leung**
Males: 366
Females: 445
Total: 813
Account Balance: 47K (high percentage is sprint)
- New Invoice to Pogue to be paid
 - Sacramento Race Fees are paid
 - Payments to K. Jane and L. Roberts for coaching/camps: Final payments are complete
 - Hat payments are complete
 - Safety Manual: David Boulding secretarial fee paid
 -
- Action Item:** *Doug to update the other portion of fee to D. Boulding for safety manual development.*
- 3) CORA Website: Update—Denis Belkin/Doug Mancel**
Via email
- 4) Racing Update**

Vernon FWC: this race will now take place after all. The committee has been encouraged to ensure that they abide by the original sanctioning agreement.

Nationals:

Action Item: Doug to provide a Nationals budget to include: prize money and cost of CORA Cup plaques. This will be coordinated with Carmen to determine budget for fall clinics.

CORA Cup: Points, awards

CORA Points: OC6 needs updating

Small boat event needs to be added

National Budget required:

To include: race prize money

CORA plaque costs

M. New Business

Clinics

Action Item: Carmen to contact Adrien about potential changes clinic at Vernon

Action Item: Brian Johns to consider with his club the potential for Comox to host a fall steering clinic



CORA EXECUTIVE MEETING AGENDA

Minutes for September 15th, 2008

A. Roll Call

Present: Doug, Carmen, Brian, Cindy, Meghan

Absent: Laci, Denis

B. ADOPTION OF AGENDA

Motion: Cindy

Passed: all

C. APPROVAL OF MINUTES

1. August, 2008 CORA Teleconference minutes

Due to problems with landlines, Cindy's phone line was interrupted. Minutes were taken but have not been compiled.

N. On Going Business

1) Website Problems and Solutions

Administration and Updating

Action Items:

Doug to arrange access and confirm with Brian North other board access, and costs associated.

(Three members of board/Sprint council to have access for updating.)

Action Item:

Carmen to discuss with Brian the membership database and confidentiality issues.

Action Item:

Cindy to discuss with Brian starting up/monitoring the message board and the photo gallery

2) Membership/Financial update: Carmen Leung

Pre-August: small number added

Due to database problems, final numbers not known

\$33, 468. 00

-minus expenses of 800.00 for decals

- approximately 5-6K for insurance will be due soon.

Action Item: Carmen to check with Adrienne on final expense update.

3) AGM—Doug Voting Required on Resolution (Bylaw change)

“**Notice of General Meetings:** Fourteen (14) days’ notice shall be given to each member of any annual or special general meeting of members by written or electronic means, for example by use of email or website communication. Notice of any meeting where special business will be transacted should contain sufficient information to permit the member to form a reasoned judgment on the decision to be taken. Notice of each meeting of members must remind individual members that they have the right to vote by proxy.”

Motion to accept Resolution

AGM Date

**Date: November 8: Technical Meeting
November 9 AGM**

Place: Jericho Sailing Club

Action Item: Carmen will email Jan Chavrie about use of Sialing Club

- 1) Set an agenda**
 - a. Technical Meeting**
- 2) Set a budget**

Action Item: Doug/Megan to review budget and to meeting with Adrienne Scott to produce the draft for the AGM

Forms

Action Item: Cindy

- Revise the forms and email them to the clubs/ reps. Add the website, or send to Brian to add to website. Update Proxy form***
- Resolution notices is added.***
- Post onto the website: AGM notice (send to club/ reps).***

New Business

New Board:

Ideas for new President



CORA EXECUTIVE MEETING AGENDA

Minutes for October 2008

A. Roll Call

Present: Doug, Carmen, Brian, Cindy, Laci, Meghan

Absent: Denis

B. ADOPTION OF AGENDA

Motion to Adopt: Cindy

Second: Doug

Approved: passed

C. APPROVAL OF MINUTES

1. September, 2008 CORA Teleconference minutes

Motion to Adopt: Doug

Second: Carmen

Approved: Approved

On Going Business

1) Website Problems Update: Doug and Cindy

The issues with the forum have resolved for the time being.

Donna Harrison met Brian North and they decided to work together to get the website up to date and will continue in Communications Capacity.

Invoicing indicates that Brian has been paid for the \$2500.00 but Doug will recheck with Brian himself.

2) Membership/Financial update: Carmen Leung

Membership: pre-Bridges

As of October 24, 2008 \$17K in the account (most of the differential from last month is the uniform bills and other sprint bills and miscellaneous operation bills).

Numbers

904 members: 505 females, 399 males

The database is being rebuilt with Carmen, Brian, and Jan. There may be problems with age classes...may not be available for AGM, but it still exists and the goal is to extract it for the new database.

3) All Sport Insurance Issues

Doug and All Sport (Clayton Owens) will be meeting in the post-AGM because of the information he requires.

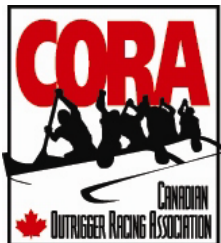
4) AGM and Technical Meeting

The agenda for both the Technical meeting and the AGM were approved.

Doug/Meghan: met with Adrienne and is presently working with Geoff to confirm the numbers and Carmen will send her financial report to Cindy to cover at the meeting

New Business

Short discussions of potential board members for 2009 season.



CORA EXECUTIVE MEETING MINUTES

from December 21, 2008 8:00- 9:00 pm

A. Roll Call:

Present: Shane Martin, Doug Mancel, Brian Johns, Jen Burford, Peter Forand, Robin Roots

Regrets: Kathleen Burton, Ryan Pogue

B. ADOPTION OF AGENDA:

Agenda adopted as circulated.

C. APPROVAL OF MINUTES from November 24, 2008 Teleconference

Motion to accept minutes as circulated: Peter

Seconded by: Shane *Motion carried*

D. ON GOING BUSINESS:

- 1) Website:** Shane proposes that an open source content management system be installed so that it can be easily updated, supported and sustainable. Shane has offered to work on this over the next two months however it was expressed that the sooner the website is up and running the better. Membership forms are available for download from the current website.

Action: Shane will look into the cost of hiring a PHP programmer to set it up once provided with the requirements document, and notify the Board of cost and timeline.

- 2) Finances:** Jen asked for verification on the designation of the \$2400 previously allocated for Nationals towards Travel Grants. Review of **Cindy's proposal for Travel Grants:**

- Up to 12 travel grants of \$200.00 each
- Request would be post race via a formal application to CORA.
- Would require receipts (ferry, gas, etc.)
- Travel limitations: would require a certain mileage (minimum 100 km) or ferry expense
- Would include only the vehicle/trailer and the driver
- Would include both trailering and truck topping canoes.
- No limit on the number of times a club could apply but only 1/event
- When money is gone, no more applications

- Cheque should be written to the club or with permission, an individual the club agrees to.
- The form could be very simple: e.g.: Club, event, mode of travel, mileage (if applicable), ferry receipt (if applicable). With respect to mileage, there should be \$200.00 worth of travel, but take into consideration a small amount for wear-and-tear on vehicle.
- Applications by email (with scanned receipts) or snail mail

Action: 1) Jen will confirm that we have the funds to support this initiative given that there are some possible outstanding expenses.

2) The Board will review this proposal at the next meeting- (business carried forward)

3) Insurance Issues: brought forward from previous meeting and AGM

Action: 1) Motion to nominate Peter Forand as Insurance Liaison/Representative for CORA, brought forward by Robin, Seconded by Shane. *Motion carried*

2) Peter will contact Cindy regarding contact details

4) Safety/Race Committees:

Safety Manual- Peter noted a number of inconsistencies in content, Doug circulated Junior Safety page to Board in a previous email. Discussion ensued regarding the origin and Intent of Manual- to be a Safety Standard (meet standard of CKC). Training/Coaching Manual could be separate from Safety Manual.

Action: 1) All Exec members will review manual in preparation for making changes to make document more precise, accurate and consistent.

2) Brian will contact Donna when she returns from holidays and ask for guidance regarding next steps especially legal requirements

3) Proposed plan: Board to Review document section by section

NEW BUSINESS:

1) Canadian Iron Championships: Marty and Cindy will meet this coming week to decide location and hosting of the race. It is hoped that a consensus will be reached. If not, race proposals will be forwarded to the Board and a decision will be made based on safety and professional organization.

Actions from Business Arising: as listed above

Business to be Carried Forward: Items 1) Website update- Shane

2) Travel Grant proposal- Jen

4) Safety Manual- All members

Next Meeting: Sunday January 18, 2009 - 8:00 pm

(Meetings are scheduled for the 3rd Sunday of each month at 8:00pm)

Meeting adjourned 8:50 pm