



## CORA EXECUTIVE MEETING MINUTES

January 18, 2009 8:00- 9:00 pm

### A. Roll Call:

Present: Donna Wright, Shane Martin, Doug Mancel, Brian Johns, Jen Burford, Peter Forand, Ryan Pogue, Robin Roots

Absence: Kathleen Burton

Welcome- meeting convened at 8:00 pm

### B. Additions to and Adoption of Agenda:

Ongoing Business: # 4) Insurance- Peter

New Business: # 3) Promotion of CORA -Ryan

### C. APPROVAL OF MINUTES from December 21, 2008 Teleconference

Motion to accept minutes as circulated: Peter

Seconded by: Donna

Motion carried

### D. ON GOING BUSINESS:

- 1) **Website:** The old CORA website has been updated and is functional. Shane will continue to do further research into developing a new open source content management system (easier to maintain & upload to) and will obtain a quote to have new website built. We will continue to use old site, asking Colleen McCarthy to provide support on a temporary basis, until new site is launched.

Donna noted that the message board on the existing website does not work and has created difficulty for users. Donna spoke with Brad Pritten [www.pentictonoutrigger.com](http://www.pentictonoutrigger.com) who quoted an approx \$1000. to get a website up and operating.

**Action:** 1) Shane will continue to research website platforms  
2) Donna will notify Colleen that we will continue to use her services until a new site is in operation (\$35/hr)

- 2) **Finances:** Jen has contacted Adrienne regarding reconciling accounts payable. Still not confirmed if the \$2400 travel fund is assured.

**a) Travel Grants:** Ryan raised a number of issues relating to the allocation of CORA funds for travel grants 1) whether the club or the individuals receive the reimbursement for travel funding (need more clarity in the policy), 2) whether, alternately, travel costs should be offset by a reduction in club entry fees and 3) whether the travel grant money would be better spent to promote CORA activities.

It was clarified that the travel reimbursement was intended for the smaller clubs that do not have as many members to draw from to cover travel costs.

**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 continue discussion regarding this proposal on line- (Robin will circulate Cindy's proposal; Ryan will present options to all Board members on line; business carried forward)

**3) Insurance Issues:** Update: Peter met with representative from All Sport. Has had 2 requests for proof of insurance, will continue to refine process.

Donna noted that Cindy included a survey on insurance issues on the Club applications. Jan will compile results of survey on spreadsheet and will circulate.

**Action:** 1) Board needs to decide what to do with non-racing, non-members of CORA clubs (business carried forward)

**4) Safety/Race Committees:**

**Safety Manual-** Feedback from Board is that Manual needs to be condensed to a Safety Standard Manual (meet standard of CKC) and a separate Training/Coaching/Club Manual. Safety Manual needs to represent Best Standard and thus, items must be 1) consistent, 2) achievable, 3) relevant and 4) definitive.

**Action:** 1) Donna will send Peter the file and he will make first draft revisions  
2) Peter will then circulate first draft to Board for review

## **NEW BUSINESS:**

**1) Canadian Iron Championships:** Cindy notified (via email) race will be co-hosted by Victoria clubs, dates the same. Details (location and which clubs involved) will follow as confirmed.

## **2) 2010 Team Canada Coach Proposal:**

- a) Letter from Kamini Jain was circulated to members prior to the meeting, requesting support from CORA for: 1) position as Team Canada coach, 2) CORA sanctioned Sprint Trials, and 3) Travel expenses for New Caledonia \$2000. - \$3000.

Board is prepared to sanction events, however needs greater clarification regarding her coach role and expectations regarding costs/expenses

- b) IVF Travel- Donna has requested CORA to cover her expenses to travel to New Caledonia May 10 -11, 2009 for a meeting in preparation for hosting trials and event May 22, 2012. Cost of airfare \$1200. - \$1500.

**Action:** a) Donna will clarify details of proposal with Kamini and get back to the Board asap as Sprint trials need to move forward. Online discussion to follow

- b) Board approved airfare cost for Donna to attend IVF meeting.

Motion forwarded by Donna, seconded by Shane. Carried

## **3) CORA: Promotion & Communication with Clubs:**

Ryan brought forward the issue that there is little connection between CORA and its club members. He would like to see more effort be put into attracting new members, communicating issues with members, greater inclusion of eastern Canadian clubs, etc. Suggestions include a communiqué 2 x a year or a quarterly newsletter (Donna).

**Action:** Ryan to lead Discussion online with suggestions

**Actions from Business Arising:** as listed above

### **Business to be Carried Forward:**

**Items: 1) Website 2a) Budget confirmation, 2b) Travel Grant proposal 3) Insurance of non-racing, non-members and 4) Safety Manual; New Business Items: 2) Kamini proposal, 3) Promotion of CORA and Communication with Clubs**

\*\*\*\* **Next Meeting: Sunday February 15, 2009 - 8:00 pm** \*\*\*\*

Meeting adjourned 9:17 pm



## CORA EXECUTIVE MEETING MINUTES

February 15, 2009 8:00- 8:45 pm

### A. Roll Call:

Present: Donna Wright, Shane Martin, Brian Johns, Peter Forand, Ryan Pogue, Robin Roots

Absence: Kathleen Burton, Doug Mancel, Jen Burford,

Welcome- meeting convened at 8:00 pm

### B. Additions to and Adoption of Agenda:

Agenda as circulated.

### C. APPROVAL OF MINUTES from January 18, 2009 Teleconference

Motion to accept minutes as circulated: Donna

Seconded by: Brian

### D. ON GOING BUSINESS:

#### 1) Website:

Update- Old site is now up and running. So we currently have 2 hosting companies, a yearly contract with one and a month to month with the other. Shane will continue to work on building the new site and hopes to complete it within the next 10 months, so we will continue on a monthly payment schedule. Donna currently paying for host company charges and will bill CORA when changes complete. Message board does work however goes to Donna's email directly, Shane will assist in working out some the problems. Colleen has submitted a bill for \$250 to get website up and going.

#### 2) Travel Grant-

**2a.** See summary of online CORA Board discussions regarding the development of the Travel Grant Policy and Application Form. Final policy to provide more detailed information/education in policy and revision to include a per race limit.

**Action:** Robin will write up minutes from the online discussion and make final revisions, circulate to Board for final approval- asap, information to be posted in newsletter.

### 3) Insurance-

Fees are being paid on time. Still some question as to whether all clubs have adequate coverage. Issue tabled until all the clubs paid (9 of the 29 clubs paid to date). Information from survey will assist in determining how much of an issue this is.

**Action:** Kathleen, membership director to send out reminder to all clubs to pay fees (club fee will increase May 1<sup>st</sup> to \$150 so incentive to do so sooner rather than later)

### 4) Safety Manual-

Peter has the CD and will start editing manual- safety issues only

### 5) CORA Newsletter-

Donna has created a CORA Newsletter, will distribute it as soon as Travel Grant is finalized. It will be sent on to clubs, who can then circulate it to members.

## E. NEW BUSINESS:

- 1) CORA Club contacts- We need an accurate list of Club contacts and ensure that emails/letters etc are being received.  
**Action:** Kathleen to follow up with all club contacts to ensure correct contact info.
- 2) 2009 Sprint Budget/ 2010 Team Canada:  
Donna noted that it is too early in the year to accurately determine what the budget should be. 45 already signed up with intent to compete so by May-June more accurate sense of numbers for time trials. Sprints are following day.  
Proposal from Kamini Jain has been withdrawn, as many factors may change such as cannot predict what the need for coach will be, she will likely be racing. No request for commitment of funds at this time.  
Penticton 2012- Committee has been struck: Donna- events manager, Linda Roberts- Race director for 2012 and Ryan sponsorship packages. They will be seeking from funding from numerous sources such as government grants, Legacy money, etc. As CORA is already a nonprofit society, a subcommittee will be established with a separate account to plan and organize 2012.
- 3) Adaptive Clinics: Ryan has begun adaptive paddling clinics, similar to Project Pure Light in Hawaii. Ryan would like to make information regarding the start up, development, safety policy and funding sources available to other clubs. This project is also an important connection to CKC.

**Actions from Business Arising:** as listed above

**Business to be Carried Forward:**

**Old Business Items:** **2)** Travel Grant proposal- Robin to summarize online discussion and add to minutes, Policy expanded for clarification, **3)** Insurance- Kathleen to follow up with email reminder to clubs **4)** Safety Manual- Peter to edit and circulate

**New Business Items:** **1)** CORA club contacts confirmation- Kathleen

**\*\*\*\* Next Meeting: Sunday March 15, 2009 - 8:00 pm \*\*\*\***

Meeting adjourned 8:45 pm



## CORA EXECUTIVE MEETING MINUTES

March 15, 2009 8:00- 8:30 pm

- A. **Present:** Shane, Jen, Brian, Kathleen, Peter, Robin  
**Regrets:** Ryan, Donna and Doug
- B. **Agenda** adopted as circulated.
- C. **Minutes from February 15, 2009 CORA Teleconference-**  
Approved
- D. **ON GOING BUSINESS:**
  - 1) **Website-** Nothing new at this time.
  - 2) **Insurance-**  
**Action:** Peter will follow up with some of the clubs that have not completed all their paper work.
  - 3) **Safety Manual-** Peter  
Peter is now able to access the file to make changes to the Manual and will begin editing it. Peter will track changes made to the document to allow others to see where changes have been made. Revisions will be presented to the Board for comments and suggestions. Focus to remain on safety and logistic feasibility.
  - 4) **Membership-**  
Jan and Kathleen have updated the CORA membership list. Membership is currently at 550 members.
- E. **NEW BUSINESS:**
  - 1) **CORA Clinics-**  
Donna circulated an email to the Executive proposing several CORA clinics and suggesting that CORA subsidize members to attend. There is a clinic scheduled for March in Nanaimo. The Board has already approved this clinic. As the other proposed clinics are well into the future, the Board would like to examine the various options for providing and structuring these clinics. Ryan has put forth some suggestions and the Board would like further discussion on these and other options before

proceeding. It was concluded that this is an opportunity for us to step back and consider the way in which clinics are operated with a view to ensuring that they are of benefit to the most number of paddlers.

**Action:** To continue email discussion regarding options for CORA sponsored clinics over the next month. Begin to formulate some ideas for future clinics for next meeting.

**2) Proposal for CORA Clinics- Ryan**

1) See NB 1) above.

2) Additional discussion from Ryan's email regarding budgeting for 2012.

**Action: 1) and 2) Tabled til next meeting**

**3) CORA Mandate-**

Discussion regarding CORA's mandate and how it applies to a number of issues that have across the Board recently. There is a focus on racing, representing the interests of racers and sanctioning body for races.

The mandate of CORA is as follows:

- To foster and develop the sport of outrigger racing in Canada
- To set standards of equipment and safety for outrigger racing in Canada
- To organize outrigger races in Canada
- To represent Canadian outrigger racers at international forums for outrigger racing.
- To qualify Canadian outrigger racers for participation in international outrigger races.

**Next meeting: April 19, 2009 8:00 pm**





## CORA EXECUTIVE MEETING MINUTES

April 19, 2009 8:00- 9:00 pm

- A. Roll Call:** Brian Johns, Donna Wright, Shane Martin, Robin Roots  
Regrets: Ryan Pogue, Doug Mancel, Peter Forand
- B. Additions to and Adoption of Agenda:**  
2) Website update, 3) Safety Manual update
- C. Approval of Minutes from March 15, 2009 CORA Teleconference**  
Approved: Brian
- D. ON GOING BUSINESS:**
- 1) **Membership-** Update from Jan circulated to Board with agenda  
Total individual paddlers to date = 566  
Clubs outstanding: Vancouver Ocean Sports, Vernon Racing Canoe Club and Toronto Sailing and Canoe Club.  
River Spirit will not be renewing their membership.  
**Action: Kathleen** will follow up with Clubs that have not yet paid up.  
**Peter** to remind clubs that participants/members need to register when certificate of insurance for races is sent out
  - 2) **Website-**  
Update from Shane and Donna: currently lots of message postings, requirements of new site to include a message board with less work on the back end  
**Action: 1)** Shane will put together a document (RFP?) outlining the request for a new website design which he will circulate to interested parties and obtain quotes by the next meeting. 2) We have now switched from a month to month billing for services to a yearly fee.
  - 3) **Safety Manual-** Peter has made significant edits and reduced it to a technical manual of 70 pages. Brian and Donna have had a chance to review it.  
**Action:** The pdf will be circulated to all Board members to review and make comments. Practicality and feasibility must be kept in mind. Comments are to be sent to Robin who will collate and then produce a master edit. The final manual should then be reviewed with Dave Boulding

if possible. Members of the Board believe it should be reviewed by a lawyer prior to being released.

**E. CARRIED FORWARD from March 15, 2009:**

**1) CORA Clinics- Donna**

1) Discussion and decision regarding process for setting up and organizing clinics incl. issue of CORA subsidies: Members of the Board express the mandate of CORA is to promote the sport of racing to as wide a group of people/paddlers as possible. Given the structure of the proposed Sprint Clinic, it was felt that it would benefit 12 paddlers only and so would not be considered for subsidization by CORA.

2) Thunder Bay Outrigger Club has approached CORA to provide support for a stroke improvement clinic. They are proposing to have Sheila from Toronto Wai Nui travel to Thunder Bay for the clinic. Members of the Board believe this would be a good clinic to support.

**Action:** Donna will contact Thunder Bay and ask them for details and let them know CORA will provide support.

**F. NEW BUSINESS:**

**1) SPRINTS 2012- Donna**

Donna circulated a backgrounder document and Sprint 2012 proposal. Some clarification was offered regarding funding and support from CORA. Donna will keep the Board informed as the plans unfold.

**2) Finances- Jen absent**

**Financial audit:**

**Action:** Forwarded to next meeting

**Actions from Business Arising:**

**1) Kathleen** will follow up with Clubs that have not yet paid up. **Peter** to remind clubs that participants/members need to register when certificate of insurance for races is sent out

**2) Shane:** will create website proposal document, circulate and get quotes for next meeting

**3) All Board Members:** Review Safety Manual and provide edits, comments **to Robin**

**4) Donna:** Follow up with Thunder Bay Club

**Business to be Carried Forward:**

**New Business Items: 2) Finances: Audit and Auditors**

\*\*\*\*\* **Note: NEXT MEETING: Sunday May 24, 2009** \*\*\*\*\*  
(Long weekend on the 17<sup>th</sup>)



## CORA EXECUTIVE MEETING MINUTES

May 24, 2009 8:00- 9:00 pm

- A. Roll Call:** Shane, Peter, Donna, Jen, Robin  
**Regrets:** Brian, Kathleen and Ryan
- B. Additions to and Adoption of Agenda:** No additions. Agenda adopted.
- C. Approval of Minutes from April 19, 2009 CORA Teleconference**  
Correction: attendance- Peter was *not* present (corrected to regrets)
- D. ON GOING BUSINESS:**
- 1) **Website-** carried forward to next meeting
  - 2) **Membership-** Status of Ontario clubs unknown  
Results of Insurance survey that was distributed with membership renewal last year circulated. And while it provides some indication of what clubs are doing, Peter wishes more information- see item #3
  - 3) **Insurance-** Peter has proposed to send out a more detailed questionnaire to all clubs to determine what sports club members are engaged in, and what, if any, additional insurance coverage clubs have for sports other than OR. Peter's questions were circulated to Board members who agreed that this was a worthy initiative and would provide valuable information that can be used in clarifying and coverage with All Sport.  
  
**Action:** 1) Peter will speak with Clayton regarding this and ask for further feedback 2) Donna will type up questionnaire and circulate to clubs asking for as immediate response as possible.
  - 4) **Safety Manual-**  
Safety manual was circulated to Board following last meeting eliciting feedback. Brian offered some technical changes and advised that the Junior information be put back into the document.  
  
**Action:** 1) Donna will make technical changes as per Brian's feedback and then recirculate to Board. 2) Remainder of the Board to review and send Robin revisions, 3) Robin to contact Doug and ask if he can get

hold of David Boulding regarding legal review, should Doug not be able to get hold of David or if it appears that the process will be delayed than Peter will ask Gabe if he will provide a legal opinion.

- 5) **Sprints-** Update from Donna: went to New Caledonia for the IVF meeting. Confirmed that Canada's initiative to associate CORA with the CKC mirrors Brazil and other countries and their canoe federations. This will assist with funding and recognition from ICF (canoe federation). IVF/ ICF applications to IOC moving forward. Applications for all Olympic sports reviewed in 2020. ICF World sprints held in Halifax. European and South American Conferences may result in World Cup events in the future.
- 6) **Penticton 2012:** Update given by Donna: Race director- Linda Roberts, Sponsorship director: Ryan Pogue, Event director- Donna Harrison. Previous hosts of event report costs recovered and profit made. City of Penticton motivated and backing the event. Ryan has a plan regarding boats. Donna will start applying for funding within the next year. Donna will develop an organizing committee. 2014 to be decided May 2010 next IVF (bids received from France, NZ, Brazil and Cook Islands).

**E. CARRIED FORWARD FROM March 15, April 19:**

- 1) **Finances-** Jen  
Our current bylaws state that an audit is to be done every year and Industry Canada form requests name of auditor. However audit has not been conducted in the last 4 years. Board presented with option to: amend By-laws so this is not a requirement or if CORA will reinstate audits.  
**Decision/Action: 1)** CORA Board decides to reinstate audits. Jen to get a quote for financial audit of CORA finances for the last 2 years. **2)** Jen to get financial statements from Adrienne so that the Board has an update on the Opening statement and balance. Jen to present financial report at next meeting.

**F. NEW BUSINESS:**

- 1) **CORA Race rules-** Following a question from a crew in Penticton regarding what constitutes a mixed crew- clarification revisited:  
Mixed crew is at least 3 women  
Men's crew is all men  
Women's crew is all women

**2) Payments for CORA clinics-**

Recent submission for expenses of CORA clinic reinforce the need to be clear on future applications that CORA will pay ½ of travel costs (expenditures only, not time) and \$25 a head

**Actions from Business Arising:**

**1) Kathleen** will follow up with Clubs that have not yet paid up. **Peter** to remind clubs that participants/members need to register when certificate of insurance for races is sent out

**2) Shane:** will create website proposal document, circulate and get quotes for next meeting

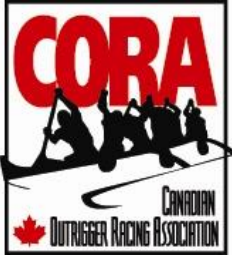
**3) All Board Members:** Review Safety Manual and provide edits, comments to **Robin**

**4) Donna:** Follow up with Thunder Bay Club

**Business to be Carried Forward:**

2) Website Finances: Audit and Auditors

**\*\*\*\*\* Note: NEXT MEETING: Sunday June 21, 2009 \*\*\*\*\***



## CORA EXECUTIVE MEETING MINUTES

Monday July 6, 2009 8:00- 9:00 pm

- A. **Welcome-** This meeting is in place of the meeting of June 21<sup>st</sup> of which only 3 members were in attendance, so was postponed to July 6, 2009  
**Present:** Brian, Donna, Jen, Shane, Ryan and Robin  
**Regrets-** Peter, Kathleen
- B. **Additions to and Adoption of Agenda:** no additions, adopted as is.
- C. **Approval of Minutes from May 24, 2009 CORA Teleconference**  
Correction: Men's crew is four or more men. This way a crew with too many men to qualify for mixed can still race in an official division.
- D. **ON GOING BUSINESS:**
- 1) **Website-** update from Shane & Donna: Colleen has redone the background so that messages are now posted automatically, eliminating previous problems. Discussion regarding developing a new website is **on hold until further notice.**
  - 2) **Membership-** Kathleen not present- no update regarding club membership and standing
  - 3) **Insurance-** update from Donna (and Peter in absentia): Questionnaire mailed to clubs. Response results: more clubs than not that have own insurance. The presentation that was prepared by All Sport was circulated to the Board and members were asked to review scenarios: (option 1, 2, and 3). Discussion ensued- main points included: the various options and the costs/benefits of each for various clubs, that any change in insurance plans should be presented at the AGM, with the best scenario well researched and presented to members as a recommendation and then voted on at the AGM, further information especially the cost to individual clubs of obtaining their own insurance coverage.  
**Action:** Peter will get an estimate for Jericho to get an idea of the cost
  - 4) **Safety Manual-** Doug has contacted David Boulding to ask him if he will review and provide some legal advice.
- E. **CARRIED FORWARD from May 24:**
- 1) **Finances-** Jen sent around a document some while ago regarding the obligations of CORA to undergo financial audit. While this has not been adhered to regularly, Jen presented various options in place of an Audit, 1) Review engagement, or 2) Notice to reader. Adopting any of these would require a change in the bylaws & name auditor or accounting firm. The Board is in agreement that a review engagement would be our best options. However, member vote will be required to amend bylaw at next AGM in the Fall.

Jen provided an updated balance as June 5, \$36000. One of the GIC has reached maturity. Jen asked if it should be rolled over? The Board agreed that it should be. Jen will look after this.

#### **F. NEW BUSINESS:**

- 1) **Meeting process-** Robin asked what the official Quorum was for a meeting- it was decided that it should be 4 Board members.
- 2) **CORA clinics- future payments and invoicing process:**  
A general discussion regarding clearance for payments on all CORA clinics held to date and process. Jen will look after ensuring that Water's Edge has been paid.
- 3) **Finances- Approval and Payment process of Invoices-** Given recent confusion over the process of payments of invoices, Jen provided some clarification of the process via email to the Board members:  
**Background copied from Jen's email:**
  - Jan / Ade do not need involvement in any cheque approval / discussion etc process
  - One person communicates with the cheque signers, I would suggest the Treasurer
  - Invoices that are not material in nature (i.e. 100\$ as an example, # can change) or are recurring need only to be emailed to the board, with treasurer approval.
  - Items that are per contract or grant, be approved by the board on a monthly basis (this should be noted on the grant application forms etc if decided, to let the people know that there will likely be a bit of a lag.
  - There needs to be invoice support for ALL expenses before payment is issued. Photocopies can be accepted in some cases, when it is difficult to get originals to us right away, but originals will be needed in the end for any audit / review financial work done.
- 4) **Kamloops Club Membership: Ryan** has a request from a club in Kamloops that is trying to save their OC club. They wanted to know about a CORA discount for a club fee for this year. The Board agreed to assist by reducing the membership fee for this club as this was an important means of supporting them. Ryan will communicate with the club directly and work out an arrangement. It was agreed that decisions such as this should be made on an individual basis.

#### **Actions from Business Arising:**

**OB 3) Peter:** to get an insurance quote to give the Board an estimate of private insurance costs.

**OB 4) Doug and Donna:** Follow up with David Boulding regarding Safety Manual

**NB 1) Jen** to provide the Board with a detailed quote / estimate of cost of doing a Review Engagement for CORA finances. Options and costs will be presented to the Board in the Fall for membership voting.

\*\*\*\*\*NEXT MEETING: AUGUST 23, 2009 8:00 PM\*\*\*\*\*



## CORA EXECUTIVE MEETING MINUTES

Sunday August 23, 2009 8:00- 9:00 pm

- A. **Present:** Peter, Donna, Brian, Shane, Robin  
**Absent:** Ryan, Jen, Kathleen
- B. **Agenda adopted as circulated.**
- C. **Approval of Minutes from July 6, 2009 CORA Teleconference:** sent to members w Agenda. Approved as circulated.  
**Note: Online discussion** occurred following the July 6 meeting regarding the discussion at last year's AGM that prize money would be awarded to Juniors only. While this could not be found in the AGM notes, Robin was able to locate it in the discussion notes from the technical meeting.
- D. **ON GOING BUSINESS:**
- 1) **Website-** Discussion regarding changes to website *on hold until further notice*. There are no current website issues needing resolve.
  - 2) **Membership-** Kathleen **not present** to provide CORA membership update  
**Action:** Kathleen to provide membership update at the Sept meeting
  - 3) **Insurance-** update from Peter:  
Peter asked Clayton from AllSport for a ball park figure for an average club to get its own insurance. As an example: Jericho Club (50 members):  
\$5M General Liability with \$1M Errors & Omissions protection (also referred to as Directors & Officers protection) = \$3,500.; \$5M GL with \$2M E&O = \$4,000. ;  
\$5M GL and E&O = \$4,250.  
Discussion ensued that each club needs to investigate/ fully understand 1) what current coverage they have and 2) what it covers. There is a general feeling that people are operating under the misconception that CORA insurance covers all. Based on the results of the survey and from Peter's enquiry, it does not appear to make sense to extend CORA's insurance to \$15,000. As this still will not cover all paddlers or all sport but must be purchased by all whether OR race paddler or not. Some clubs such as False Creek have insurance to cover Directors as well as general liability.  
**Action:** An Email will be sent out to all Club reps outlining the situation, the options and the Board's recommendations. **Peter** will draft the letter; have Donna review it, prior to 1) posting it on the website and 2) circulating to all clubs prior to the Technical meeting and AGM. If it appears as Insurance fees will not be as high as



predicted for the upcoming year, and this is factored by the Budget and Budget approved, then membership fees may decrease!

- 4) **Safety Manual-** The Manual still needs to be reviewed by a lawyer and Garry Mancell has offered to do this. He is currently out of the country but will do this asap. There is a need to get it done as soon as possible so that we can join the CKC. As CORA is a national organization, alignment with National organization as opposed to a provincial organization such as CKCBC.  
**Action:** Donna to follow up with Gary, ensure that he reviews it prior to the AGM.

## E. NEW BUSINESS:

- 1) **Proposal to have International Races Sanctioned by CORA-** Peter  
Peter noted that in the process of obtaining insurance for Shane's crew to go to Catalina, Allsport Insurance will provide coverage for a single event if it is a CORA sanctioned event, for an additional cost (\$5. per head) This service should be made known to members and a process put in place for this to occur.  
**Action:** Board agreed that CORA should sanction International races on an Ad Hoc basis. CORA will decide to sanction a race 1) when a club or team approaches the Race Director, or CORA, with enough notice so as to determine the eligibility and 2) based on whether it is sanctioned by another well recognized sanctioning body such as SCORA. **Peter** will include details of this service and description of the process in the Insurance document to be posted on the website.
- 2) **CORA AGM and Technical meeting:**  
**Tentative date for CORA Technical meeting - November 21**  
**CORA AGM – November 22**  
Technical meeting to include such topics as Insurance (a background documents will be sent to clubs ahead of time), Race schedule, Nationals.  
AGM items include:  
1. National Championships: Prize money for Juniors  
2. Change of By-laws surrounding the Financial Audit  
Further details of the Agenda for both meetings to follow from next meeting.
- 3) **Sprint Time Trials and Canadian National Sprints-** Donna  
**October 10, 2009.** Dragon Zone has been hired to lay precise course. Current registration is 80 people (including 6 from Ontario and some from Calgary). 4 rudderless Teva Nui personal boats have been secured for the Time Trial use. These are the same as the ones that will be used in the Championships. As they are personal boats, extra care must be taken by the paddlers. While it is the paddler's personal responsibility, a clause will be added to the waiver form. Dock handlers need to make everyone aware that the boat they are using is a personal one. Owners of the boats will be taking them directly to the water and changes will happen at the dock.  
Time Trails for the OC1 ladder will also occur. Donna and Shane will follow up with Gord, equipment manager for False Creek, regarding the use of the False Creek Sea Lions. Linda Roberts is race director and will be bringing equipment

with her. All the money generated by the Regatta and time trials will be kept in the CORA account and kept for the Sprint budget.

CORA has a Pay pal account with UserID and passwords. This can be used for online registration and for Membership. It can be used for Deposit only and monies are then transferred into CORA account.

**Next CORA Board meeting Scheduled for Monday September 21<sup>st</sup> at 8:00 pm**



## CORA EXECUTIVE MEETING MINUTES

Monday October 19, 2009 8:00- 9:00 pm

- A. **Present:** Donna, Shane, Ryan, Jen  
Absent: Robin, Peter, Brian, Kathleen
- C. **Approval of Minutes from Sep 21, 2009 CORA Teleconference:**
- D. **ON GOING BUSINESS:**
- 1) **Website-** *on hold until further notice.* There are no current website issues needing resolve.
  - 2) **Membership-** Kathleen **not present** to provide CORA membership update  
**Action:** Kathleen to provide membership update at the Oct meeting
  - 3) **Insurance-** Donna discussed some specific questions being asked by clubs. Questions and answers are posted on the resource web page. Peter has asked Clayton to attend the Technical meeting to field further questions from Clubs.

Donna emailed MJ Abbott of CKBC on their insurance with the following answer:

“Everyone who participates out of one of our registered clubs **must** be registered with us and abide by the CKC Code of Safety or they have no coverage for anything. We have a national data base that each member club can access and they each enter their own information.....and it is useful to them as well to track their own data (and for me to do spot checks ☺). Our clubs have matured enough now to understand the importance of risk management and even those that participate/try once are tracked and entered.

Those who have their own policy and do not register their athletes with us are not covered nor eligible to participate in any of our sanctioned events in any discipline.”

The key words being abide by the CKC Code of Safety, which does not cover “open water” or night paddling.

- 4) **Finances** – Jen reviewed current budget items and presented 2010 draft budget for review. Budget needs to be presented as 2 options, based on Insurance option chosen at AGM. Option 2, will show lower insurance cost and membership due to loss of clubs, and Option 3 will show increased cost and membership due to membership enforcement.

**ACTION:** Donna to re-send Insurance Summary document to board members to peruse current club membership and insurance structure.

Ryan to submit approximate numbers for Cora Clinic program, Race marketing and Cora Cup re-vamp. Updated budget will be re-circulated to board for further comments and final draft approval.

**5) Time Trial and Nationals** - Time trials for 65 participants were well run with official metered course, timers and officials. The success of the trials was largely due to donation of personal V1's and False Creek's Club fleet of OC1 and Calmar's. We had over 25 volunteers donate their weekend. Lynda Roberts from Calgary Canoe club provided the equipment and expertise for a well run regatta. Kamini Jain was responsible to setup the time trial fairly, observe heats and now set Team Canada Crews.

The National regatta brought (34)-OC1 paddlers and (15)-OC6 teams on Sunday. Time trials and regatta brought total revenue of \$3630.00. From this revenue, weekend expenses such as course setup, medals, team selection have been paid. Time Trial registrations were collected mainly through the CORA PayPal account and deposited directly. Regatta monies were mailed to Jan Chaviere for deposit.

Monies remaining after expenses will be allotted to further Team Canada needs and discussed with Cora board.

#### **E. NEW BUSINESS:**

- 1) **Travel Grant to attend AGM** – Ryan has had some inquiries, but no clubs have confirmed applications for the grant.
- 2) **CORA Nationals:** Revamping Cora Cup Series will be part of the Technical meeting discussion with ideas provided by Ryan.

**ACTION:** Ryan will condense CORA Series ideas, and Cora Clinic ideas into a document to circulate with Technical meeting agenda.

#### **3) Nov 21 / 22 Technical meeting and AGM planning**

1. Insurance Option Discussion – Tech / AGM
2. CORA Clinics for review. – Tech / AGM
3. CORA Series re-vamp – Tech / AGM
4. Addition of Classic (400lb) vs open (330lb) division for OC6
5. 2010 Race Schedule review – Tech / AGM
6. Budget approval – AGM only
7. Change of By-laws surrounding the Financial Audit – AGM Only

**4) New Board Members:** The following people are scheduled to remain on for one more year. Peter Forand, Shane Martin, Ryan Pogue, Jen Burford. This board should solicit 3 new board members for nomination before the AGM. Ideally, Brian, Robin and Kathleen could look for likely candidates. The 3 new members will be a 2 year term.

**Next CORA Board meeting Scheduled for Monday November 16th at 8:00 pm**

**Main Focus of this meeting will be to approve draft budget and Technical /AGM agenda – Everyone's attendance would be appreciated**



## CORA EXECUTIVE MEETING MINUTES

Monday November 16, 2009

8:00- 9:00 pm

**A. Welcome-**

**Roll Call:** Brian, Shane, Peter, Donna, Ryan, Jen, Robin  
**Regrets:** Kathleen

**B. Additions to Agenda:** CKC update from Ryan, Logistics of Tech/AGM,  
**Adoption of Agenda** by Donna, Robin

**Approval of Minutes from Oct 19, 2009 CORA Teleconference** by Peter and Donna

**D. ON GOING BUSINESS:**

**Action:** *A reminder to each Board member that they will need to give a report (verbal and written please) at the AGM Sunday Nov 22, 2009.*

- 1) **Website- Shane:** The website as it stands now functions well and serves all the purposes required of it. There is no need to change to a different site/language/model. The new Board 2009-2010 will decide on what changes, modifications, and security upgrades needed to be made to keep the site operating. These decisions will be made in consultation with Colleen. All changes to the site must be done over the next few months and before March 2010 (paddling season begins).

**Action:** *Shane will present report at AGM*

- 2) **Membership- Kathleen absent.**

Jan provided details to Robin Nov 17:

Total membership for 2009 is 956 (up from 2008 = 204)

Total day fee membership was approximately 250.

**Action:** *Jan will give membership report at AGM.*

- 3) **Insurance- Peter:** spoke with Clayton at AllSport, discussion regarding how many people paddle OR, how many race and how many do not pay CORA dues. To date, OR has not had any claims. AllSport must calculate and measure the risk, legal cost against revenue. One of the issues is paddlers who do not purchase CORA memberships but belong to a CORA club. AllSport is still responsible for defending the club, and assumes the liability for someone who has not paid their dues. It is apparent that CORA has been collecting Day fees but not passing that along to AllSport. Peter and Clayton have attempted to estimate numbers of paddlers who belong to clubs but do not race, pay fees and do not race, do not pay fees, etc. It may be that the cost of Option 3 may be decreased.

It is becoming apparent that a large number of the membership is in favour of option 3. An issue of this option is that CORA would be responsible for enforcing membership dues are paid by clubs and all members, regardless of racing status.

Discussion took place regarding, if this option is voted in, then perhaps a new standard is established. In order for a club to be a member in good standing then it will have to meet certain requirements such as 1) membership dues, 2) safety standard as per CORA Safety Manual, etc.

**Action:** *Peter to ask Clayton what happens in the scenario of a club that has independent insurance through AllSport for its activities. Do members of this club still need to pay CORA insurance if they do not race CORA? Clayton will attend Tech meeting on Saturday to discuss Insurance options.*

- 4) **Finances-** Jen: review of Budget details for presentation at AGM and 2010 Itemized details of priority areas.

**Action:** *The Board approved the Budget as given however the numbers are likely to change again given the new estimates from Clayton. Jen will present Budget to members at the AGM.*

- 5) **Sprints-** Clarification from Donna that the profits from Sprints will be reinvested into Sprint Canada.

- 6) **Safety Manual- Action:** *Revisions to the Safety manual APPROVED by the Board. Robin and Brian. The Manual will be posted on the Website. This will be announced at the AGM and Clubs will be encouraged to adopt it (see note above re insurance and CORA clubs).*

#### **E. NEW BUSINESS: forwarded from last meeting**

- 1) **Ryan's Wish List** – Ryan will present these ideas to the members at the Tech meeting for discussion. It was decided that these do not represent the views of the Board but it is important for these issues to be discussed.

**Action:** *Ryan's documents will be printed (Donna) and circulated at the meeting.*

- 2) **CKC-** Ryan met with Mary Jane from CKC. CKC does cover outrigger as it is considered a canoe. Canoe Racing BC has zero members. CKC will cover clubs and members who comply with safety code. Code of safety has stringent rules regarding night paddling, coach boats and supervision, controlled body of water. Many of the outrigger clubs would have difficulty complying with this code of safety. *Discussion delayed due to time.*

- 3) **Nov 21 Technical meeting: Revised** Agenda attached- accepted as is

- 4) **Nov 22 AGM:** Agenda accepted as is

- 5) **Logistics-** Food. Robin will arrange to have lunch provided both days. CORA to cover costs.

- 6) **Who's coming and going on the Board? From the October 2009 minutes:** *The following people are scheduled to remain on for one more year. Peter Forand, Shane Martin, Ryan Pogue, Jen Burford. This board should solicit 3 new board members for nomination before the AGM. Ideally, Brian, Robin and Kathleen could look for likely candidates. The 3 new members will be a 2 year term.*

**NEXT MEETING- New Board to decide! Thanks everyone for your hard work over the last year!**



## CORA ANNUAL GENERAL MEETING MINUTES

Sunday November 22, 2009

Jericho Sailing Centre

1300 Discovery St. Vancouver, B.C.

Shane Martin (FCRCC) Communications  
Director CORA  
Jen Burford (FCRCC) *Treasurer CORA*  
Peter Forand (Jericho) *Race Director CORA*  
Donna Harrison (Gibsons) IVF and Sprint  
Canada Rep  
Brian Johns (Comox) *President CORA*  
Robin Roots (Jericho) *Secretary CORA*  
Jan Chavrie (Jericho) *CORA Membership*  
Doug Mancell (Lotus)  
Jason Riggins (Delta)  
Robert Glasford (Nanaimo Canoe & Kayak  
Club)  
Lynn Redmond (Penticton RCC)  
Cindy Wright (Ocean River Paddling Club)  
Carmen Varnel (Pacific Reach)

Rob Varnel (Pacific Reach)  
Phil Gorsuch (Pacific reach)  
Greg Smith (SOAR)  
Ron Dickinson (SOAR)  
Rob Pronger (Penticton RCC)  
Barb Alley (Lotus)  
Grace Morissette (Lotus)  
Jane Teoh (Lotus)  
Willene Wong (Jericho)  
Colleen McCarthy (Jericho)  
Leanne Stanley (Wai Nui)  
Sue Milligan (Powell River)  
Ken Linklater (Delta)  
Maureen Linklater (Delta)  
Bob Stewart (Jericho)  
Adrienne Scott (False Creek RCC)

### **Welcome**

Meeting convened at 10:10am

**Motion to Adopt Agenda as circulated: Peter Forand**

**Seconded: Rob Varnel**

**Motion carried**

**Motion to adopt 2008 CORA AGM Minutes as posted: Peter Forand**

**Seconded: Cindy Wright**

**Motion carried**

### **1. President's Report- Brian John**

#### **Overview of the 2009 season presented:**

Highlights of the report include: Many good races were held, attendance was good, membership is high, hard work by the Board on the Insurance issue and the completion of the CORA Safety Manual. Happy paddling everyone.

### **2. Treasurer's Report- Jen Burford**

Jen presented an overview of the Finances and noted that there were some issues that needed to be dealt with. It became apparent that the financial practices of CORA were not in line with the By-laws.

2.1. By-Law # 41 requires the books to be audited on a yearly basis. The last audit was done in 2004. The cost of audits, notice to readers and reader engagement is approximately 20% of our operating budget and so make this regular feature financially prohibitive for the organization. While it is important to have the books reviewed on a regular basis, a notice to reader done every five years may be sufficient. Cindy Wright asked if this was legal under Industry Canada and Victoria, the answer is yes. General comments from the floor were that given the small budget and financially responsible nature of the organization, the least expensive route should be chosen.

**Jen put forward a motion to revise the current By-law 41 and 42.**

Current By-Law 41: **Auditor:** The individual members shall at each annual meeting appoint an auditor to audit the accounts of the corporation for report to the members at the next annual meeting. The auditor shall hold office until the next annual meeting provided that the Directors may fill any casual vacancy in the office of auditor. The remuneration of the auditor shall be fixed by the board of directors.

Current By-Law 42: **Keeping of Records:** The Directors shall see that all necessary books and records of the Corporation required by the By-laws of the corporation or by any applicable statute or law are regularly and properly kept.

**Motion to Change By law #41: Jen** and the Board proposes a resolution to rescind CORA By-Law #41 regarding official audits of the financial records of CORA and an amendment to By-Law #42.

**Proposed revision to By-Law #42:**

By-Law 42: **Financial Review and Keeping of Records:** The Directors shall see that all necessary books and records of the Corporation required by the By-laws of the corporation or by any applicable statute or law are regularly and properly kept. The Directors will obtain a review or other financial engagement from a qualified accountant as determined by the Board of Directors of the financial records of the Corporation on a bi-annual basis.

**Seconded by Rob Varnel**

No further discussion

**Motion Carried**

**2.2. Resolution to Rescind the requirement under the By-law 41 to suspend the 2008 audit presented by Jen:**

Whereas the CORA Board has reviewed the auditing practices of non-profit corporations; whereas the budget of CORA is 25000.00 and the accounts are kept consistent with current Canadian accounting standards; whereas the costs of an audit are cost-prohibitive, the Board has decided that, consistent with section 43 of the by-laws, the audit requirement as per By-Law 41, be suspended for 2008.

**Seconded by Cindy Wright**

**All in favour**

**Resolution to suspend the requirement of the 2008 audit as per the terms of By-law 41 as written during the CORA Board period 2009 carried.**

Revision of 2008 Financial Statements. The invoice for the \$3000 fee for the website upgrade was received in 2009 however the expense was incurred in 2008. An adjustment to the 2008 financial statements is required.

**Motion proposed by Jen to revise the 2008 financial statements**



**Seconded by Peter Forand**  
**All in favour**  
**Motion carried**

**2.3.** Presentation of the 2009 budget and 2010 Projections. Given the revision to the Insurance premiums, Jen has reflected this adjustment in the financial forecast for 2010. There were comments from members to the effect that we are accumulating a fair amount of cash (as of Oct. 2009 \$42000.). Jen explained this as having built up a surplus due to the unknown cost of the Insurance renewal. Expenses in 2009 were also not as high expected (\$11920. As compared to budget of \$18000.) given that we only held one clinic, there were no other applications and only a few travel grants were issued.

General discussion regarding what money could be spent on marketing, nationals, etc. The new Board will consider what the 2009-2010 priorities should be. Members are encouraged to contact the Board and provide input.

3. **Insurance:** Peter provided an overview of the presentation given by Clayton from All Sport Insurance agency yesterday (Nov 21) at the Tech meeting. Peter described each of the Insurance options and outlined the revisions to #3 and the reason for the change in cost to number 3 (from \$15000. to \$5800. Due to clarification and confirmation of the approximate number of recreational paddlers per club (250 as compared with a much greater number). Most of the club reps that were at the meeting had their questions answered. The majority of the questions centred on multi-disciplinary clubs. Clubs are expected to have third party insurance for paddlers who participate in other sports. Dragon boating is not covered whatsoever. If a paddler from another sport wishes to paddle outrigger then they are encouraged to purchase CORA insurance. CORA Board recommends option # 3 (Option 3: CORA purchase an insurance policy that covers premises, personal injury, bodily damage, errors and omissions. The policy protects 1) the CORA Board for operating budget, errors and omissions, 2) CORA sanctioned races, and 3) 28 Member Clubs for operating budgets, board of directors' errors and omissions, day to day activities. The policy extends to "Recreational" Paddlers within each club (approx 200 total). Protection includes the 39 annual Races with 200 Paddlers per race (comprised of the current 1,000 CORA members / racing paddlers listed on the policy). **Estimated CORA cost** (based on an estimated number of racing and recreational paddlers): **approx \$5900.**

There are a number of stipulations on choosing this option. These include:

- The CORA Board will be responsible for knowing exactly how many paddlers paddle outrigger in each club, how many registered members are in each club and the operating budget of each club (as the Insurance policy covers the E & O of each BoD of each club) and that
- All Clubs must pay their club membership dues and provide an approximate number of paddlers in their membership at the start of every year
- Clubs will be responsible for tracking and reporting on the number of outrigger paddlers in their club and ensuring that all memberships are paid up
- All clubs must show proof of Third party parallel insurance for other on water activities (Policy number and carrier)

- All clubs must provide CORA with their legal name ( or name of person responsible for the membership)
- There will be a more balanced and detailed reporting of the membership to All Sport by CORA including the number of races, number of paddlers per race.
- CORA will create a document that outlines what a Club needs to provide to ensure that it is “Club in Good Standing”

Note : All policies cover: \$5 M accidental bodily injury and property damage protection and \$2 M errors and omissions (director’s & officers wrongful act)

**The 2008-2009 CORA Board Recommends Option 3. Rationale:** Race registration and CORA club registry provides a manageable means on ensuring that risk and membership registration are balanced. The diversity of club membership (racing and recreational) and paddling activity (other paddling disciplines) as well as the variety of insurance coverage that clubs currently hold make this option the most viable and reasonable.

**Motion to adopt Option #3 Insurance Policy put forward by Peter Forand  
Seconded by Cindy Wright**

**Further discussion on the topic:** What to do about the proxy vote? Proxies signed by members were based on a different proposal than what was arrived at in the last 48 hours, however as the majority of them assigned their vote to the card carrying member, were in alignment with the end result of Option #3 and it appears that there is a majority vote, the proxy vote is not necessary at this time. Proxies were given to Jan and checked for their membership eligibility- note that some were invalid due to membership not paid or not a member on the database.

**All members present in favour.**

**Motion carried**

**4. Membership Report given by Jan Chavarie**

The numbers of paddlers 956 increased over 2008 (904). 2005 saw the highest number of members at (1002). There are still more women (560) than men (396), and juniors make up a very small number of the members (33).

There are 31 paid clubs but only 27 clubs have members. This is an example of clubs that purchased membership for insurance coverage. This will no longer be acceptable. False Creek Club has the greatest number of members and Lotus follows second. Jan noted that there a total of 250 day fees were issued and there were still people paying dues in October. It is evident that CORA and clubs are going to have to be more diligent in collecting membership fees. General discussion took place regarding the different times of year that paddlers come to the sport (After dragon boating season, spring not Jan 1<sup>st</sup>, etc) however it will be up to the Club to guesstimate the number of paddlers they will have and update the membership and CORA as paddlers join. Clubs would do well to remind their members of the risk of the sport and the liability that the BoD of each club assumes.

Discussion returned to insurance and membership: What happens for people coming out to try the sport? All Sport will cover the club, however it is up to the Club to make the decision whether they want a waiver forms (which may not hold), but it is recommended that the club collects the CORA membership fee. Annual junior fee is \$10.

Question from Rob Varnel regarding the membership and the membership database: Do we know how many adults members came from a junior program? There is a field in the

database as to what year the member joined however as we have not been collecting data for long enough, difficult to determine. This is an area that we may wish to explore in order to determine where to best recruit our members or concentrate the programs. Grace, Jane and Doug (Lotus) spoke to the Lotus programs and the success of recruiting juniors who then go on to be adult members. Colleen asked about the percentage (19%) of our members are open (198 members) and perhaps this was an age category to market.

Donna asked about posting the Membership database on the website now that date of birth has been removed. However it was concluded that there was no need for the membership to be made public and that there was still an issue of privacy. It was suggested that there be a check box on the membership forms that indicates whether the member would be willing to volunteer their time for a committee

	<b>CORA CLUBS</b>	<b>CORA Members</b>
<b>1</b>	Calgary Canoe Club	23
<b>2</b>	Comox	42
<b>3</b>	Delta	15
<b>4</b>	Fairport Aquatic (Pickering, Ontario)	0
<b>5</b>	False Creek Racing Canoe Club	136
<b>6</b>	Gibsons	0
<b>7</b>	Gorge Rowing and Paddling	73
<b>8</b>	Jericho	45
<b>9</b>	Kelowna Outrigger racing	15
<b>10</b>	Lotus Sports	80
<b>11</b>	Nanaimo Paddle	16
<b>12</b>	Nanaimo Canoe and Kayak	31
<b>13</b>	North Van Canoe Club	1

	<b>CORA CLUBS</b>	<b>CORA Members</b>
<b>14</b>	Ocean River Paddling Club	59
<b>15</b>	Pacific Reach	42
<b>16</b>	Paddlers Haven	36
<b>17</b>	Penticton	61
<b>18</b>	VOS	26
<b>19</b>	Powell River	29
<b>20</b>	Spirit of Aloha	6
<b>21</b>	Toronto Sailing CC	0
<b>22</b>	Unaffiliated	64
<b>23</b>	Victoria Canoe and Kayak	11
<b>24</b>	Vernon	37
<b>25</b>	Wai Nui O'Kanaka	42
<b>26</b>	Sproat Lake	44
	<b>TOTAL</b>	<b>956</b>

## 5. Communication Report given by Shane Martin

The old blue website is back up and running and it has been working just fine. Shane had proposed that he change it to be able to do more however as it is fully operational there is no need to do this. There are some needed changes and some money will be invested into upgrading it this winter. A quick poll was done to see if there was interest in changing the colour and cosmetics of the website. Most members like the familiarity of the old site and know where to go to get stuff and no consensus on changing the colour. In general it was felt that this was not necessary. There was discussion as to whether there was a need for a Buy and Sell column. It is important that members are able to find new postings and retrieve postings that have been cleared off the front page. Rob asked how often the Board communicates with the membership. Messages are sent to the Club reps and then they are distributed. Perhaps there is a way to improve upon this.

Cindy asked if it is possible to have an RSS to the site to notify of changes. Leanne Stanley has a huge list of changes she would like to present to the Board for consideration.

**6. Safety Report- Donna and Peter**

The CORA code of Safety was revised by the Board and vetted by Gary Mancell. It has been reduced significantly from its original size, complexity and vagueness. It now provides clear guidelines for all clubs and clubs are asked to follow it. One of the reasons for its development is for insurance purposes as well as to build an associative relationship with CKC. This will then allow us to apply for federal funding etc. The CORA Safety Manual will be posted on the Website in the next few days.

**7. Sprint Canada and IVF Report- Donna Harrison**

Time trials for Sprints were held in Vancouver on the Thanksgiving weekend and were a great success. There were a total of 65 participants, 25 great volunteers and lots of spectators. 5 people came from Ontario, some from Calgary. Total revenue was \$3600. which will go back to team Canada. The event was a success in part due to the combined effort of many clubs: lending equipment, organizing safety boats etc. 50 paddlers will represent Canada at New Caledonia. (135 paddlers went to Sacramento) Donna expects the numbers of paddlers at Penticton 2012 to be much greater. Members asked questions regarding Penticton 2012. It is hoped to be held on the second weekend in September 4 – 9, 2012. Many of the details regarding sponsorships, grants, etc have not yet been decided / discussed. Previous experience from other venues is that it can be a money generating event. Discussion regarding boat building / pre-selling boats etc has begun. Approx 18 boats are needed. A proper business plan will be submitted to the Board ahead of time.

**NEW BUSINESS:**

**8. CORA National Championship:**

**8.1. Junior prize money-** the decision that was made at the AGM last year was not finalized in the minutes. However as it is not a by-law than the monies can be assigned accordingly.

**8.2.** Cindy Wright raised the point that when more than one club bids for the championship, the Board should consider awarding it a single club rather than expecting the clubs to come together. Jointly hosting a championship was not a successful model.

**8.3. CORA Series:** There was some discussion yesterday at the Technical meeting about the need to change the format of CORA series and the national championship event. Peter summarized some of the Points that Ryan made. The Board will decide on any changes proposed.

**8.4. National Championship:** Lotus has been approached to host the CORA National Championship. Doug will need to discuss this with the Lotus board however he raised the point about a number of clubs coming together to jointly host the championships. Jericho has a perfect venue; perhaps some of the other clubs could supply the volunteers or look after different aspects of the race. This would make it a true CORA community event. Colleen raised the issue of the importance of an event after the race as being one of the defining features of the Nationals and the sport.

**Motion proposed by Colleen McCarthy that \$1500 be given by CORA to the club hosting the Nationals to cover the entertainment and equipment such as tables, tents needed for an event.**

**Seconded by Sue Milligan**

**Discussion that the Board will decide on what it will be used for etc.**

**Motion carried**

### **9. Age groupings:**

Shane Martin raised a proposal to change the age groups for CORA races so that they are in line with the PNWORCA and Hawaii. The age categories would be a decade apart and as follows:

Juniors –19 and under

Novice –1 to 2 years competitors

Open – any age

Masters – 40+

Senior Masters – 50+

Golden Master – 60+

Kupuna – 65+

**Motion proposed by Peter Forand that the age categories of CORA change to be in line with other organizations as outlined above.**

**Seconded by Ken**

**No further discussion**

**All in favour**

**Motion carried**

### **10. Weight Class of Boats:**

Significant discussion at the technical meeting regarding the change in weight class for OC6s that is occurring in many other countries. Peter outlined some of the discussion and reason for this. A number of members support a move to lighter boats for the ease of carrying, use by juniors etc. A general discussion occurred regarding how to weigh boats, whether weights added to the boat to bring it up to spec should be permanent or temporary. However this is not a significant issue until more clubs have lighter boats and wish to race in a different class. As there is a need to update the boat registry for insurance purposes, boats will be weighed in 2010. Ryan has offered to bring his scale to the first few races of the season and all boats will be weighed and recorded for 2010.

A new open class (weight under 400lbs) has been created.

### **11. Novice paddlers:**

Sue Milligan raised the point that all novice crews should have an experienced steersperson. The race rules do not specify this directly.

Action: The Board will modify the race rules to indicate the only member of a novice race crew with experience is to be the steersperson.

### **Election of 2009-2010 CORA Board**

CORA Board members who are stepping down as their terms have been completed:

Robin Roots

Kathleen Burton

Brian Johns

Continuing on the Board:

Ryan Pogue

Jen Burford as Treasurer  
Shane Martin  
Peter Forand

New Board Members:

Donna Harrison nominates Leanne Stanley (accepted)

Donna Harrison nominates Ron Pronger (accepted)

Cindy Wright and Peter Forand nominate Rob Varnal (accepted)

**2009 - 2010 CORA Board of Directors:**

Ryan Pogue, Jen Burford, Shane Martin, Peter Forand, Leanne Stanley, Ron Pronger, Rob Varnal

**Positions will be determined at the first Board meeting.**

**Additional Non-Board Support**

Jan Chavrie will be doing membership with help from Cindy Wright (Island membership)

Donna Harrison – IVF Sprint Rep

**Meeting adjourned at 2 pm**