



**CORA Meeting Minutes  
Wednesday, January 7, 2014  
7:00 PM PST (8:00 PM MST)**

Chair: Gralin Doubleday

1. Welcome and Roll Call

Attendees: Gralin Doubleday, Ron Chin, Lynda Roberts, Kristine Malmqvist, Graeme Galves, Rob Varnel, Cindy Wright, Don Mulhal, Leanne Stanley

**Absent: Paul Pilon, James Hill**

2. Adoption of Minutes

a. December Regular Board Meeting

Changes: (highlighted in pink in the revised minutes)

Participation Grant to Education Grant, clarified, see revised minutes.

Lynda Roberts' role from IVF Representative to Sprint Director

- Motion by Cindy seconded by Lynda for approval. CARRIED.

3. Review/Updates of Outstanding Action items

a. New Form for Clinic Grants – Ron

New forms for coaching/Education Grant and Clinic Grant, yet to be circulated. Changes will make it easier for administration. **Will be circulated to the board by Ron via email with deadline for review and comments back by January 12.**

Other grant forms were not revised.

b. Training Video– Cindy

Cindy circulated a summary of responses for video ideas to the board. Cindy will consult with Lori to determine if the budget can complete the entire list and comment on her

experience regarding running clinics, which topics are most important. **Cindy will report back to the board next meeting.**

c. Volunteer Assignment for Cheque Signing – Rob and Cindy

Jan Chavarie and Ron Chin have volunteered and are confirmed. Jan has agreed to be in charge of cheque book and look after cheque writing.

d. Membership Engagement Plan for Drafting issues – Paul & Graeme

Discussion resulted in Graeme, Don, Paul and James conduct a conference call and report back to the board next meeting. To be addressed: how to engage the membership. **Don to report back to the board by the next meeting.**

e. Website & Rollover – status update for closure of item

Website was backed up, cleared and back up and running January 1, 2015. Just shy of 100 members have been registered to date. Forgotten password link needs to be fixed, was tested using a number of browsers and it does not work.

f. Financials

Current Financials were circulated to the Board and are up to date showing an unexpected surplus. **Rob recommended that \$20,000 be invested in a GIC, motion by Rob seconded by Gralin for approval. CARRIED. Investment to be actioned when cheque signing authority is amended at the bank re: item 3c, by Rob before next meeting.**

2015 budget was prepared, will be circulated January 12 to the Board by Rob.

Discussion regarding how to spend the surplus funds, this will be discussed when all board members can meet face to face for long term planning and vision for CORA.

g. Sprint Update

Sprint subcommittee will meet offline and report back to the Board. Will discuss Trials. At this time, 6 paddlers from the East are signed up to trial, total intent to compete is 63. Team selection criteria will be drafted for review by the board. Lynda is attending IVF meetings at Sunshine Coast Australia early Feb. She will compile a report on 2016 event plans, accommodation options etc. to those signed up with intent to compete.

4. New business

a. Cindy – canoe issue, **Cindy will compile the collected information and report back to the board via email before January 21.**

b. Gralin – nationals – James's club is not able to host this year as they are hosting other events. Ron – False Creek Women proposed a beach change race in July, **Ron will follow up with them and report back to the Board before the next meeting via email.**

c. Harrison Lake race date - **Gralin will follow up and report back before the next meeting.**

**Next Meeting – Wed Feb 4 2015, 7:00 PM PST (8:00 PM MST)**