



**CORA Meeting Minutes  
Wednesday April 5, 2017  
7:00 PM PST (8:00 PM MST)**

- Welcome and Roll Call
  - In Attendance: Gralin, Nicole, James, Graeme, Leanne, Marianne, Ron, Lynda, Don
  - Regrets: Rob, Paul
  
- Adoption of Minutes **(Moved by Gralin and Leanne – approved)**
  
- Confirmation of Agenda/Add New items **(Moved by Gralin – all accepted as amended)**
  
- Standing Items
  - **IVF Representative Update – Lynda**
    - Team Selection Criteria for 2018 is drafted for feedback
    - Lynda is hoping Paul can add intent to compete for Team Canada 2018 by Apr 15
  - **Financials/Treasurer Update – Rob**
    - Additional 2017 memberships have been paid
    - Rob will distribute financials for next meeting
  - **Membership Updates – Gralin**
    - A few clubs have not registered for 2017 at this point
  - **Grant Updates – Ron**
    - No additional coaching education grant applications have been received, but some are expected from ELCC at

VYPC, which took place last weekend

■ A travel grant application has been received from FGPC for Crazy 8s

○ **Communications & Technical Update – Paul**

■ Paul to contact Gralin re: plan for website replication and updates

○ **Coaching Resources – Marianne**

■ Marianne will be adapting some resources she has amassed from other clubs and coaches

■ Cindy Wright has offered to put together a calendar listing coaching activities, to be posted on the CORA site. Marianne and Leanne agree this would be useful during times when there are many activities scheduled, and will review and reply to Cindy.

○ **Juniors Support – Marianne**

■ There has been considerable support in the paddling community for developing juniors

■ It would be good to be made aware of good coaches that now how to work with juniors

○ **Additional CORA funding**

■ Still in progress: Rob updating 2017 budget to help inform how funds are currently allocated and what is available for spending; Gralin, Graeme and Leanne are continuing to consolidate the ideas

■ **New Business**

○ **CORA Cup race registration form – Ron**

■ See action item #14

○ **CORA small boat numbers – Gralin**

■ See action item #15

○ **CORA Refund question – Gralin**

■ It was discussed if it would be possible to offer partial refunds for paddlers that accidentally signed up for an annual fee instead of a day fee. The website shows the annual fee as non-refundable. More information will be collected from the party in contact before a decision is made.

○ **Non-CORA race promotion – Gralin**

■ CORA members can use the Forum to promote non-CORA events

○ **Bowen Island race – Gralin**

■ Some date changes were proposed, but board will approve/sanction the race as submitted

○ **Nationals Accommodation – Gralin**

■ Race organizer has advised we need to book accommodation ASAP as area books up quickly

○ **Island Changes Accommodation – Marianne**

■ Race organizer has advised we also need to book accommodation ASAP as area books up quickly, particularly during this summer long weekend.

▪ Action items

No.	Assignee	Action Item	Due Date	Comments
<b>Action items identified in meetings prior to Jan 4, 2017</b>				
1	Ron	Update <b>CORA Long Distance Rules</b> : <ul style="list-style-type: none"> <li>• Add a summary page listing the changes made to the rules this year (Rob's recommendation)</li> <li>• Rework wording re: the CORA "race committee" that may be called upon by the race director/ organizer at the event if there is a dispute or protest.</li> </ul>	Prior to CORA Cup race season (May)	<b>Jan 4:</b> Age classes have been updated to align with IVF in the updated version Gralin distributed today. <b>Feb 1:</b> Gralin sent out an updated version last night and has some additional input from Ron (e.g., term definition) to incorporate before re-distributing. Reviewers can run document "Compare" feature in Word to note the differences between the previous to current versions. <b>Mar 1:</b> Gralin to send final version of 2017 rules to Paul, then Paul to remove 2013 race rules and upload the spring and distance race rules. <b>Apr 5:</b> Ron finalizing rules before will be posted
4	Ron	<b>Create a conflict of interest guideline</b> for the board		<b>Jan 4:</b> Tabled to Feb. <b>Feb 1:</b> Ron will put together a draft prior to the March meeting and send out for input. <b>Mar 1:</b> Ron sent this out today inviting input from the board. <b>Apr 5:</b> Ron still awaiting input and will resend to board
<b>Raised Jan 4, 2017</b>				
8	Leanne	Provide Rob with a <b>2017 budget for Coaching Development</b>		<b>Feb 1:</b> no update. <b>Mar 1:</b> in progress. <b>Apr 5:</b> Leanne will prepare
9	Graeme	Provide Rob with a <b>2017 budget for Communications</b>		<b>Feb 1:</b> no update. Stu's name removed from action. <b>Mar 1 &amp; Apr 5:</b> in progress, dependent on action #12.

10	Rob	<b>Update CORA budget</b> with the input from IVF, Coaching Dev and Communications, new grant budget numbers (RME, Education, etc.) then redistribute to CORA board		<b>Feb 1:</b> 2017 IVF input added to budget. Still need figures for coaching dev, comms. <b>Mar 1:</b> in progress, dependent on 8 & 9 above.
<b>Raised Feb 1, 2017</b>				
11	Lynda, James	<b>Send Paul the Team Canada 2018 info to post on CORA</b> (signup for intent to compete, time trial date, selection criteria, etc.)	Apr 15	<b>Mar 1:</b> info will be sent to Paul by Lynda in early April. <b>Apr 5:</b> Lynda will collect feedback, finalize documents and send to Paul Apr 8
12	Gralin	Reach out to Paul to plan how <b>Communications &amp; Technical Update</b> work can be carried out without Stu, particularly the website initiative (re: replication and updates)		<b>Mar 1 &amp; Apr 5:</b> discussions in progress
<b>Raised Mar 1, 2017</b>				
13	Gralin, Paul	Create a <b>plan to proceed with</b> Communications and Technical initiatives ( <b>website replication and updates</b> )	Cancelled: duplicate of #12	<b>Apr 5:</b> discussions in progress
14	Don	<b>Email the 2017 CORA Cup rules and the CORA Cup race registration form</b> revised by Ron to CORA Cup race directors to get feedback on template.		<b>Apr 5:</b> dependent on Ron's action item #1 to be completed first
15	Gralin	Check with PNWORCA to see which number range they are using for their small boat #s for 2017 to ensure CORA #s are unique	Prior to Brotchie May 7	<b>Apr 5:</b> Email sent and awaiting a reply. We will pick a 4 digit number to use for CORA.
<b>Raised Apr 5, 2017</b>				
16	Leanne, Marianne	Review and reply to Cindy's communication re: coaching calendar for CORA site. Identify next	Apr 12	

		steps to put this in place.		
17	Gralin	Communicate CORA board approval/ sanctioning of the Bowen Island race to this race's director	Apr 12	

**Adjournment: 7:50 pm PST**

**Next Meeting – Wednesday, May 3, 2017, 7:00 PM PT (8:00 PM MT)**