



CORA Meeting Minutes
Wednesday January 4, 2017
7:00 PM PST (8:00 PM MST)

1. Welcome and Roll Call
 - In Attendance: Nicole, James, Gralin, Rob, Lynda, Don, Ron, Graeme, Leanne
 - Regrets: Paul, Marianne, Stu
 2. Adoption of Minutes **(Moved by Gralin – approved)**
 3. Confirmation of Agenda/Add New items **(Moved By Gralin – approved)**
 4. Standing Items
 - **IVF Representative Update – Lynda**
 - sustainable budget for IVF:
 1. Lynda and Rob looking into a 4 year plan, inclusive of ways to bring in more revenue as well as designating a financial contribution to the teams attending the World sprints or World distance competition each year.
 2. Lynda documented a proposal to offer funding support to the Canadian teams starting with 2017 distance event in Tahiti. The women's teams provided an itemization of their costs for training, coaching, and racing fees, etc. Awaiting itemization of costs from men's team before a decision can be finalized.
- (Moved by Graeme and all in favour - approved)**

- **Financials/Treasurer Update – Rob**
 - CORA membership has grown, bringing in more income. Operating expenses remain low, clinic grant expenses came in less than budgeted, and the travel grant was underspent
 - The 2017 budget is being created and updated based on discussions that took place at AGM
- **Membership Updates – Gralin**
 - 2017 memberships are available to purchase online
- **Grant Updates – Ron**
 - 2016 grant cheques have been sent out
 - 2017 grants: One grant helped back the V12 clinic at Dragon Zone. Likely will be rescheduled to two weeks later (to 22nd) due to snow forecast
- **Communications & Technical Update – Paul & Stu**
 - (Tabled to Feb as Paul and Stu were not able to join this call)

5. New Business

- **Coaching Resources – Marianne**
 - (Tabled to Feb)
- **Juniors Support – Marianne**
 - (Tabled to Feb)
- **Unfinished business from AGM - Gralin**
 - accumulation of cash in CORA accounts to be spent:
 1. Gralin, Graeme and Leanne are consolidating the ideas
 2. Graeme to distribute list of ideas to board for familiarization
 3. We need a strategy to spend/invest it gradually each year in a way that supports CORA's mandate and best benefits CORA members
 4. Rob to send out the updated budget for 2017 to assist discussion

6. Review/Updates of Outstanding Action items

No.	Assignee	Action Item	Due Date	Comments
Action items identified in meetings prior to Jan 4, 2017				
1	Gralin	Update CORA Long Distance Rules: <ul style="list-style-type: none"> • Add a summary page listing the changes made to the rules this year (Rob’s recommendation) • 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. 		Jan 4: Age classes have been updated to align with IVF in the updated version Gralin distributed today.
2	Paul (or Colleen)	Peter Forand Memorial Recognition: Post on CORA the description and rules updated by Ross, Rob and Gralin.		Jan 4: Colleen may post for Paul while he is away
3	Graeme, Gralin	CORA’s safety policy on First Aid Requirements at races: Review then send reminders to race directors/hosts that the onus is on them to put safety policy and plan in place.		
4	Ron	Conflict of interest guidelines for the board		Jan 4: Tabled to Feb
5	Paul	CORA drafting policy: Post CORA’s drafting reduction recommendation drafted by Don on the CORA Resources webpage		Jan 4: There will not be a hard fast CORA rule/ policy enforced, just this recommendation to be shared.

7. New Action Items

No.	Assignee	Action Item	Due Date	Comments
Raised Jan 4, 2017				
6	Lynda	Confirm to Team Canada 2017 participants the funding support CORA will offer to assist with training and racing costs		
7	Lynda, James, Rob	Provide Rob with a 2017 budget for IVF		
8	Leanne, Marianne	Provide Rob with a 2017 budget for Coaching Development		
9	Stu (website), Graeme	Provide Rob with a 2017 budget for Communications		
10	Rob	Update CORA budget with the input from IVF, Coaching Dev and Communications, new grant budget numbers (RME, Education, etc.) then redistribute to CORA board		

Adjournment: 8:10pm PST

Next Meeting – Wednesday, February 1, 2017, 7:00 PM PT (8:00 PM MT)