



**CORA Meeting Minutes
Wednesday March 1, 2017
7:00 PM PST (8:00 PM MST)**

- Welcome and Roll Call
 - In Attendance: Gralin, Nicole, Graeme, Ron, Paul, Rob, Don, Leanne, Lynda
 - Regrets: Marianne, James

- Adoption of Minutes **(Moved by Gralin – all approved)**

- Confirmation of Agenda/Add New items **(Moved by Gralin – all accepted as amended)**

- Standing Items
 - **IVF Representative Update – Lynda**
 - April 1 Paul can coordinate posting the notice on the website re: intent to compete for Team Canada 2018.
 - Lynda is updating the Team Selection Criteria.
 - James has provided coaching support for both women’s teams attending Tahiti in June 2017
 - **Financials/Treasurer Update – Rob**
 - Many 2017 memberships have been paid
 - The budget has been updated with input from board members (IVF, grants, etc.)
 - **Membership Updates – Gralin**
 - Income statement shows 2017 membership numbers
 - Rob will reach out to the club looking to become a new member as well as the individual from that club that

posted on the CORA forum.

- **Grant Updates – Ron**
 - An application for a sprint OC6 clinic has been submitted, as has one for coaching in Montreal
 - All cheques have been issued for Kamini's clinic
- **Communications & Technical Update – Paul**
 - Gralin and Paul to work offline on a plan to carry out these initiatives (website replication and updates)
- **Coaching Resources – Marianne**
 - Leanne and Marianne will discuss coaching development to take place during the off-season period
 - The ELCC certification of paddling coaches at a CKBC Clinic hosted by VYPC was discussed. It is to be determined if a clinic is eligible for a CORA grant if the clinic is not held by CORA, but attended by CORA members.
- **Juniors Support – Marianne**
 - (Tabled to Apr)
- **Additional CORA funding**
 - Rob updated 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**
 - Ron prepared a template and emailed it out Feb 28
 - Club name and team name need to be separated on the form so that both are filled in
 - Don will send the form to CORA Cup race directors to get feedback on template when he distributes the 2017 CORA Cup rules (inclusive of a highlight of this year's rule changes)
 - **CORA small boat numbers**
 - We are out of numbers to hand out at races and there is no objection to printing more.
 - Gralin will check with PNWORCA to see which number range they are using for their small boats to ensure CORA #s are unique.
 - **Unlimited canoes – Don**
 - In CORA races unlimited canoes only race open men, open women, open mixed, which may change in time
 - Staggered starts may be considered so that Unlimited canoes get a head start or held back
 - It is desired to encourage more unlimited canoes to participate in racing: challenge other clubs to send teams in the same category throughout the season

■ Knowing how many unlimited canoes registered for the race before you get there would be helpful to clubs to decide which canoe to bring/race

▪ Action items

No.	Assignee	Action Item	Due Date	Comments
Action items identified in meetings prior to Jan 4, 2017				
1	Gralin	<p>Update CORA Long Distance Rules:</p> <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. 	Prior to CORA Cup race season (May)	<p>Jan 4: Age classes have been updated to align with IVF in the updated version Gralin distributed today. Feb 1: 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. Mar 1: 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</p>
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.	Complete	Feb 1: In progress, being drafted. Mar 1: A note went out today to every club director asking them to have a policy in place and to review the CORA first aid manual
4	Ron	Create a conflict of interest guideline for the board		Jan 4: Tabled to Feb. Feb 1: Ron will put together a draft prior to the March meeting and send out for input. Mar 1: Ron sent this out today inviting input from the board.
5	Paul	CORA drafting policy: Post CORA's drafting reduction recommendation drafted by Don on the CORA Resources webpage	Complete	Jan 4: There will not be a hard fast CORA rule/ policy enforced, just this recommendation to be shared. Feb 1: 2016 drafting note needs to be updated to 2017 recommendation. Don sent update to Paul tonight. Mar 1: This has been uploaded to the CORA

				Resources section of the website
Raised Jan 4, 2017				
8	Leanne, Marianne	Provide Rob with a 2017 budget for Coaching Development		Feb 1: no update. Mar 1: in progress
9	Stu (website), Graeme	Provide Rob with a 2017 budget for Communications		Feb 1: no update. Mar 1: in progress
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		Feb 1: 2017 IVF input added to budget. Still need figures for coaching dev, comms. Mar 1: in progress, dependent on 8 & 9 above.
Raised Feb 1, 2017				
11	Lynda, James	Send Paul the Team Canada 2018 info to post on CORA (signup for intent to compete, time trial date, selection criteria, etc.)	Early Apr	Mar 1: info will be sent to Paul by Lynda in early April
12	Gralin	Reach out to Paul to plan how Communications & Technical Update work can be carried out without Stu		Mar 1: discussions in progress
Raised Mar 1, 2017				
13	Gralin, Paul	Create a plan to proceed with Communications and Technical initiatives (website replication and updates)		
14	Don	Email the 2017 CORA Cup rules and the CORA Cup race registration form revised by Ron to CORA Cup race directors to get feedback on template.		

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		
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Adjournment: 8:15pm PST

Next Meeting – Wednesday, April 5, 2017, 7:00 PM PT (8:00 PM MT)