



## **CORA Monthly Meeting Minutes Draft**

**Wednesday, March 6th, 2024**

**7:00 PM PST (8:00 PM MST) (10:00 PM EST)**

**Google Meet joining info**

Video call link: <https://meet.google.com/kgz-zjvi-wkv>

Or dial: (CA) +1 647-737-7602 PIN: 737 367 261#

More phone numbers: <https://tel.meet/kgz-zjvi-wkv?pin=2945757636583>

**(Reminder that the Google Meet link is the SAME for all Monthly Board Meetings)**

- Welcome and Roll Call

Present: Ron, Graeme, Jonathan, Rob V, Leanne, Rob M, Erik, Dean, Cindy, Foruzan and Marianne

Absent (not present to vote, not in quorum): Mony and Paige

Adoption of Monthly Minutes from February 7th, 2024

Motion to approve - Ron Chin

Seconded - [Rob Varnel](#)

**Approved**

Confirmation of Agenda/Add New items:

- Confirmed  
Motion to approve Agenda as presented - Ron  
Second - [Rob Varnel](#)  
**Approved**

- **Recap / Update on Previous Monthly Meetings & Pre-AGM / Technical AGM & AGM Action items:**

- *Ron to review / distribute CORA Sanctioned Event Host expectations | Ron | Draft received from Graeme. Under review.*
- *Ron to get the Insurance Summary out soon | Ron | In progress, not yet.*
- *Edmonton Dragon Boat Racing Club application | Ron | To do.*

- *Send VYPC the Informed Consent form that Ron has developed | Ron | Check with Marianne.*
- *Prepare required website changes to get Markel waiver requirements from all CORA individual and Club members | Ron / Erik | In progress*
- *Update on Selection Committee progress for CORA IVF Program Manager to review & recommend a candidate to the Board | Erik | Committee met last Wednesday with plan and process in place. Shortlist of 5 people. Appointments to be scheduled for video interviews at the end of March and Committee will score points for each candidate, rank and bring recommendation to Board. 1 candidate to be recommended and 1 back-up candidate (not disclosed to Board). Ron to negotiate contract with candidate.*
- Standing Items - Presented by existing Officers
  - Communications & Technical Update – **Erik / Graeme**
    - Outbound communications - **Erik**
      - Steering Basics Town Hall was the highest attended so far.
      - Polynesian Voyaging Society Town Hall to be hosted March 17th.
    - Inbound communications - **Graeme**
    - Minimal CORA Inbox traffic (WooHoo!) - **Graeme**
    - Approved Minutes / Race Results postings up-to-date – **Graeme**
    - CORA Physical Mailing Address (PO Box) expired 2023-Aug; Restarted the Physical Mailing Address Valentines Day; Jonathan paid for 12-months via e-transfer; Jan Chavarie & Ron Chin & Graeme Galves added as individuals who can access the PO Box;  
All references to this Physical Mailing Address must say “Suite” and not “Box” - **Graeme**
  - Membership Update – **Grace / Ron**

#### **CORA Individual Memberships**

There were 228 annual memberships purchased in February for a total of 1,054 CORA memberships so far for 2024.

99 single day memberships were purchased; 3 for FGPC's Kan U Hakit, 7 for FGPC's V12 to V21, 83 for the Lotus IceBreaker (some were for the canceled January 13 date), 6 for PNWORCA at FCRCC.

#### **CORA Club Memberships**

24 CORA clubs have renewed their club memberships. Clubs who have not yet renewed but have paddlers registered with CORA are; Club Bon Accueil (1 paddler), Calgary (13), Gibsons (14), Leduc (3), Pemberton (1), River Runners (1), Star Nation (5), Sunnyside (3), Vancouver Ocean Sports (18), Vernon (1), Victoria Canoe & Kayak (13), Wailua (3)

Thanks to Erik and Paul for their timely membership updates before races - it has really helped race directors check for CORA!

VCKC needs to be reminded that 2024 WUTG is contingent on CORA 2024

Club Membership paid - **GG**

VOS needs to be reminded that they are chronically delinquent in paying their CORA Club Membership - **GG**

○ Grant Updates – **Ron**

Clinic Grants

- Reminder sent to KPC for description of their June clinic.

Coaching Education Grants -

- No activity

RME Grants

- No activity

Travel Grants -

- No activity

Other Grants

- No activity

○ IVF Representative Update – **Leanne**

■ Sprints (Hilo 2024)

- Elite selection camp held Feb 24/25, 18 adults and 4 Juniors (plus 1 fill-in) in the rain in Lotus. Lotus was a great host. Some announcements to be made in the next week or so naming 3-4 paddlers for the Men and Women and also cutting 2-3.
- Updates have started to go out to all paddlers who we have emails for. Some crews still have not submitted emails for their paddlers. Smaller, more frequent updates are going out this week instead of a massive one.
- Jonathan checking CORA memberships.
- Jonathan examining what will be needed for fees.
- Questions sent to Hilo organizers about V1s (moving seats, foot braces, rigging settings)
- Requested link and login for online entries from IVF Admin
- Open slots for club crews still available, will be put out publicly.

■ Distance (Brazil 2025)

- Current IVF Committee has been discussing selection options.

■ General

- Is there going to be a second area coordinator, will there be a coach.
- Will the “what if” situations be addressed by someone.

■ CORA Project Manager - Erik

See update above on status of Project Manager selection process.

Update for the Area Coordinator - need to outline the Area Coordinator description and coach. Right now, the selection committee is focusing on the Project Manager.

Whether or not there will be a second AC will factor into the costs (i.e. travel) to be recouped from the racers. Selection committee needs to determine how many people will attend Hilo (potentially 2 ACs, new PM and coach).

○ Financial Report February 2024 - **Jonathan**

- <https://docs.google.com/document/d/1CaZPwJLshQOVManTE0TrQqy151Asyo5ylUBrIMqvYoQ/edit>

■ GoFundMe

- The GoFundMe balance for Lahaina stands at \$2805.67 - the odd balance comes from the Square Fees having been deducted.
- The balance is included in the IVF books - it had to go somewhere, but it also shows as a liability.
- I would like to settle this now.
- Do you have an account reference in Maui, please, Erik?
  - Might we round this amount up to, say, \$3,000
- The Go Fund Me will remain open until after the next Town Hall.

**BE IT RESOLVED THAT** once Go Fund is tallied CORA will round up to the nearest US\$500.00.

Moved by Ron Chin  
 Secunder - Jonathan Wilkins  
**Approved**

■ IVF Hilo

- Income from the February Camp has been entered, but the expenses claims have not yet been received. These will be in the order of the receipts.
- Next up, is making payment of the entry fees to IVF, and charging these and any other outstanding costs to the paddlers.
- It is intended that a small profit be made from this program to build up a balance to assist in the cash flow that will involve the new Project Manager, who will hopefully be coming on stream shortly.

○ Junior Update - **Marianne**

- Courses required for coaching credentials are now available.
- Update on junior forms/waivers that Ron has developed. Both types of forms.

- Town Hall Update - **Leanne / Erik / Ron / Foruzan**
  - OC6 Steering Basics Town Hall held on Sunday, February 25, 2024. Video and handout have been posted to the CORA website. Ron was phenomenal! The best attendance so far.
  - Hawaiian Outrigger Canoe Voyaging Society (HOCVS) CORA Town Hall to be held on Sunday, March 17, 2024. HOCVS Sample Presentation material distributed to HOCVS & Calgary; CORA website post published; Zoom link posted; In capable hands of the Town Hall Committee - **Graeme**
  - Topics for a Sunday, April 14, 2024 Town Hall and possibly a Sunday, May 19, 2024 Town Hall (Victoria Day weekend). Ron would like to have a Change Race Logistics Town Hall before breaking for the summer. This would be good before the Vernon Freshwater Challenge on June 30, 2024.
  - Cheryl Skribe has offered to host an advanced steering Town Hall. Suggested that this be the first weekend of June 1 or 2.
  
- Insurance Update - **Ron / Erik / Jonathan**
  - Insurance - Markel now requires a waiver from all CORA individual and Club members. Checkbox will meet Markel's requirements for waiver. Form of waiver sent to Erik March 5, 2024. Erik preparing required website changes. We have until April 1, 2024 to obtain the waivers. 826+ Memberships already.
  - City of Burnaby has required Burnaby to have \$1M Sudden and Accidental Pollution coverage which is being added to CORA's insurance as an additional Endorsement. CORA's Insurance subcommittee agreed that it is reasonable for CORA to cover the \$300 premium as it will cover all CORA member clubs. Endorsement and invoice to come and to be paid soon.
  
- Education Update - **Dean**
  - No activity.
  
- Historical Update - **Graeme**
  - "Nanaimo Legacy" document distributed to Ruth Matson & Wolfgang Presslauer for review – Onsite interviews with Wolfgang & Ruth at NOPC Crazy 8s Mar 9/10 weekend
  - "Onake Legacy" (Montreal / Quebec) document completed and to be distributed to Onake membership (including Alwyn Morris) for review by mid-Mar-2024 for review
  
- Awards Update - **Graeme**
  - Hugh Town Memorial Builder Trophy to be presented (Wolfgang / Graeme / Ron / Ruth / Annie) at NOPC Crazy 8s Mar 9/10 weekend

- Hugh Town Masters Challenge Trophy (47 paddlers have Points; It is now a Points race; 6 paddlers in contention; 3 Canadians in contention)
- 2024 Race Committee - **Graeme / Ron / Rob M / Leanne / Cindy**
  - Penticton Paddle Sports Association has submitted a race sanctioning application for 2024 CORA Distance Nationals to be held on Okanagan Lake on September 28-29, 2024 with Saturday's OC-6 races being 20-22 km with short course of approx. 10 km and Sunday's small boats being a 12 km downwind (short course 8 km).

**BE IT RESOLVED THAT** *the CORA Board approve the 2024 CORA Distance Nationals Races application from PPSA to be held on Okanagan Lake, Penticton, BC on September 28 & 29, 2024.*

Moved by Ron Chin; Seconded by Jonathan Wilkins

**APPROVED**

- CORA 2024 Canadian National Sprints Championships Deas Island
  - How does the Application to hold a CORA sanctioned event get updated to provide for a V1 selection? Erik can customize on a case-by-case basis.
  - We are in full agreement that this event is happening on the 2024-Apr-27/28 weekend - Metro Vancouver (MVRD) is waiting for Permit Fee payment (\$660). Need to have Jonathan **call MVRD with credit card information for payment.**
  - **Supply of V6/V1s.**
    - Ken Ang has provided for review by the CORA Board the attached draft Letter Agreement regarding the loan of V6 and V1 canoes from ARE Outrigger World Inc.
    - Revised Version:
      - [https://drive.google.com/file/d/1S8PFBXrcacGxco7YFSaB0CLn2aER7Y37/view?usp=drive\\_link](https://drive.google.com/file/d/1S8PFBXrcacGxco7YFSaB0CLn2aER7Y37/view?usp=drive_link)
        - Points to be discussed by the CORA Board: clauses regarding mutual agreement on paying for damage to the canoes and possible contribution to trailering costs from California. (1200 miles \* 2 trucks / 15 MPG \* \$4 Gal = \$640; PNWORCA gets the 12 Matahinas for 4 events) - This event has a canoe provisioning / delivery "budget" - **GG** Compare to 2022 Sprints trailering grant allocation of \$1500.00
        - Clarify item #1 to add "assisting with transport.." and strike item #6 from the letter.
        - Ken has confirmed that "ARE has taken care of property insurance for when canoes are in storage

and while they are in transit on highways and roads in case of a catastrophic loss in an accident”.

- 4. CORA will *provide volunteers to assist the ARE representative in unloading, setup, and rigging of all V6 and V1 canoes.* - This was intended to be part of the “Coaching Clinic” on Friday 2024-Apr-26 -

**GG**

- Kenneth Ang has also requested a letter from CORA addressed to Canada Border Services Agency confirming that canoes being brought up from the US are being used at CORA Sprint Nationals. To be prepared once the canoe supply Letter Agreement is finalized and signed.

**BE IT RESOLVED THAT** the CORA Board approve the entering into of the Letter Agreement with ARE Outrigger World Inc. in the form presented, subject to the removal of item #6 and the amendment of item #1 to clarify assisting in transport, and that any director can sign on behalf of CORA.

Moved by Ron Chin

Seconded by Rob Varnell

**Approved.**

- Where are we at WRT Event Registration? Have Terms & Conditions & **Budget** been agreed with our preferred Event Registration service provider FGPC?

Set up of the registration site will depend on the race fees.

Proposed fees will be:

\$360 per crew for OC6; \$60 per person for V1

- Where are we at WRT Race Management (Timing / Race officials)? Have Terms & Conditions & **Budget** been agreed with our preferred Race Management (Timing / Results) service provider DZPC / ex-G2G? Discussions have been held with many Timing Service companies.
  - Ian Tsang confirmed that Kerry Chow and Greg Lamb are on board with providing timing and race official services. Compensation has not been discussed but expected to be similar to 2022 (maybe a bit more).
  - Kerry and Greg would provide the timing and race official services outside of Dragon Zone.
  - Ian would like to know if the race format would be the same as in 2022 or different (it was changed at the last

minute in 2022). I think it's flexible at this time and would probably depend on race registration and how many crews / individuals sign up.

Race format can be discussed with the IVF Committee members (i.e. Leanne, Rob and those familiar with Sprints and what would be desirable).

Rob M - need to add age divisions. You may need to limit number of crews per age division.

**BE IT RESOLVED THAT** the CORA Board approve the entering into of negotiations with Kerry Chow and Greg Lamb for the entering into of a Letter Agreement for the provision of timing and race officiating services at CORA Sprint Nationals on April 27-28, 2024 and that any director can negotiate on behalf of CORA.

Moved by Ron Chin

Seconded by Jonathan Wilkins

**Approved.**

- Where are we at WRT Event Management (Parking / Check-in / Marshalling / Officiating)? Have Terms & Conditions & **Budget** been agreed with our preferred Event Management service?
  - Ian Tsang would provide management services, has visited the Deas Island Regional Park site and is already making plans for staffing needs and resource allocation. Dragon Zone would not be involved.
  - Ian notes that generators would be required.
  - Ian notes that port-a-potties would likely be required since there are only 2 on-site washrooms.
  - He thinks that 6 Matahinas can be docked and loaded at a time (subject to dock restriction to 50 people).
  - Since there's no food on site, food would have to be provided for volunteers (either by CORA or Ian (with reimbursement or worked into his fees)).
  - Ian would like to meet with Ron (and Graeme) next week to discuss logistics and budget.

Erik - Very important that races run on 15-minute centres. Run everything through Ian so there is a one window approach.

**BE IT RESOLVED THAT** the CORA Board approve the entering into of negotiations with Ian Tsang for the entering into of a Letter Agreement for the provision of event management services at



CORA Sprint Nationals on April 27-28, 2024 and that any director can negotiate on behalf of CORA.

Moved by Ron Chin

Seconded by Jonathan Wilkins

**Approved.**

- CORA 2024 OC Sprints Regatta Championship Budget Google Sheet distributed by Jonathan has been updated with all known Line Items & estimated expenses as at this point in time.
  - Jonathan will recirculate
- Recommend that Lower Mainland Board Members who have not made a visit to Deas Island Regional Park **do so SOON** to gain perspective
- Posted to CORA Google Drive a list of Contacts (name / organization / email / phone) for everyone connected to the event venue.
- <https://docs.google.com/spreadsheets/d/1Acozitp-09C2qyAUfBVGbVdQpjiR-C0qH1jka7ttdxE/edit>
- DOKA is awaiting CORA 2024 OC Sprints Regatta Championship decisions so as to prepare for an ARE **Matahina / Mako Coaching Clinic**.

Rob M will enquire with Ken Ang regarding the attendance of a coach for a potential **Fri 2024-Apr-26 Coaching Clinic?**  
DOKA has at least 2 members with PCOC and DOKA is fully prepared to support the Coaching Clinic and the Sprints Regatta.  
CORA needs to **demonstrate a level of support / confidence to our partners.**
- **CORA Sprints Regatta Rules** distributed to Leanne, Rob M, Dean and Rob V for review 2-weeks ago and no responses. Propose we **Motion to approve these Sprints Regatta Rules** so as to provide Event Management service providers with clear guidance on Event expectations.

Sprint Rules have not been posted on the CORA Website in ages. Graeme found them. Cindy - only change would probably be the age divisions.
- Had several discussions with North Water (V6 Spray-decks / Covers) & they have confirmed event presence / sponsorship along the lines of **15-20% discount on all North Water V6 spray decks & Unlimited V6 seat skirts & V6 boat covers for CORA Member Club (Island Brave example) orders in 2024 (RME Grant usage) all across Canada, as well as complementary CORA Sprints Regatta Swag prizes (leashes; dry bags; throw ropes; etc.)**

in exchange for promotion over the course of the event.  
Does this require CORA Board approval?

**BE IT RESOLVED THAT** Graeme Galves be authorized to negotiate sponsorship with North Water for Sprint Nationals.

Moved by Jonathan

Seconded by Rob

**Approved.**

- VIASport on 2024-Feb-29 approved the CORA 2024 OC Sprints Regatta Championship Grant for up to \$10,000.  
CORA to agree Terms & Conditions and confirm banking information for deposit of \$10,000 up front, subject to return of unused funds.

**BE IT RESOLVED THAT** the acceptance and signing (as necessary) of the VIASport Grant of \$10,000 for CORA Sprint Nationals be approved, subject to review and acceptance of the terms and conditions by any director of CORA.

Moved by Ron

Seconded by Rob V

**Approved.**

Motion to adjourn the meeting at 9:32pm

Motion by Ron Chin

Seconded by Leanne

**Approved**

**Next CORA Board Monthly Meeting – Wednesday, April 3rd, 2024, 7:00 PM PST (10:00 PM EST)**

Assignee	Action Item	Due Date	Comments
Raised Feb-3 / 2021			
Mony	Translate 2020 race rules into French Wait until after next Distance Race Rules Revisions (2021-02)	Overdue	<p>Jan-6: Mony? To-do Feb-3: Ongoing Mar-3: Ongoing Apr-7: Ongoing May-5: Ongoing Jun-2: Ongoing Aug-4: Ongoing Sep-1: Ongoing Oct-6: Ongoing Nov-3: Ongoing Nov-20: Note that Board acknowledges current Distance Race Rules require review / corrections Dec-1: Ongoing Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing May-4: Ongoing Jun-1: Ongoing Jul-6: Find university student to utilize CORA approved Grant. No race in Quebec yet. Wait until a Distance race is scheduled before asking Mony to translate the amendments. We have \$4000 for student work which may include translation of the Distance Race Rules. Send to Val. Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-18: As per <b>[CORA Board 2022 Action Items TODO 2023 Jan Ron]</b> Ongoing Action Item for Board based on paddling community needs. Keep an eye on whether any CORA-sanctioned races in Quebec will materialize <b>[TBD]</b>. Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing</p>

<p>Ron / Insurance Committee / Erik / Jonathan</p>	<p>Benefits of joining CORA will be sent out when new insurance has been finalized (2021-02)</p>	<p>Overdue</p>	<p>Jan-6: To-do Feb-3: Ongoing Mar-3: Ongoing Apr-7: Ongoing May-5: Ongoing Jun-2: Ongoing Jul-7 Ongoing Aug-4: Ongoing Sep-1: Ongoing Oct-6: Ongoing Nov-3: Ongoing Nov-21: Plain-speak Insurance Benefits to be communicated to membership as per AGM topic Dec-1: Ongoing Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: <b>Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD].</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing</p>
<p><b>Raised Mar-3 / 2021</b></p>			
<p>Ron / Insurance Committee / Erik / Jonathan</p>	<p>Draft a memo as a reminder that if clubs have members engaging in sanctioned activities that all clubs should ensure to keep membership up to date to be reviewed by Ron and then issued to all clubs (2021-03)</p>	<p>Overdue</p>	<p>Mar-3: Ongoing Apr-7: Ongoing May-5: Ongoing Jun-2: Ongoing Jul-7 Ongoing Aug-4: Ongoing Sep-1: Ongoing Oct-6: Ongoing Nov-3: Ongoing Nov-21: Communicated to membership as per AGM topic, but not distributed to membership as of yet Dec-1: Ongoing Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: <b>Ongoing Feb-18: [CORA Board 2022 Action Items TODO</b></p>

			<p><b>2023 Jan Ron] Ron still to draft Insurance Summary. [TBD].</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing</p>
<b>Raised May-5 / 2021</b>			
Ron / Cindy (handed over)	Revise / simplify proposed Novice Age Division definitions and distribute to Board for review (2021-05)	Overdue	<p>May-5: Ongoing May-27: Revised Novice Age Division definitions distributed to Board for review Jun-2: Ongoing Jul-7 Add to Race Director Guidebook Aug-4: Ongoing Sep-1: Ongoing Oct-6: Ongoing Nov-3: Ongoing Nov-19: Dependent on progress with Race Director's Guide Dec-1: Ongoing Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Feb-18: As per <b>[CORA Board 2022 Action Items TODO 2023 Jan Ron]</b> Cindy to include Division expectations in Race Director Guidebook. Include a reminder of the crew composition for Novice (2 years race experience and allowing an experienced paddler) <b>[TBC]</b>. Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Jan-11: Handed over to Ron Feb-7: Ongoing Mar-6: Ongoing</p>
<b>Raised Oct-6 / 2021</b>			

<p>Ron / Cindy (handed over)</p>	<p>Race Director Guidebook is not on the website, draft will be made available once the controversial topics have been addressed.</p> <p>NOTE: This has been an Action Item since before 2021 (2021-10)</p>	<p>Overdue</p>	<p>Oct-6: Ongoing Nov-3: Ongoing Dec-1: Ongoing Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Feb-18: As per <b>[CORA Board 2022 Action Items TODO 2023 Jan Ron]</b> Cindy to include Safety expectations in Race Director Guidebook RC: Rob V. just forwarded Adrian's Safety Manual Update Feb 1, 2023. To be reviewed <b>[TBD]</b>. Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Jan-11: Handed over to Ron Feb-7: Ongoing Mar-6: Ongoing</p>
<p>Ron / Cindy (handed over)</p>	<p>Update Race Director Guidebook with takeaways from discussion on TIOC 2021 feedback (2021-10)</p>	<p>Overdue</p>	<p>Oct-6: Ongoing Nov-3: Ongoing Dec-1: Ongoing Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing May-4: Ongoing Jun-1: Ongoing Jul-6: Note for future Town Hall Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Feb-18: As per <b>[CORA Board 2022 Action Items TODO 2023 Jan Ron]</b> Cindy to include Safety expectations in Race Director Guidebook. Don't need to raise TIOC specifically, but need to make sure issues are covered (safety boats, course design, cancellations due to weather, mandatory skirts, huli experience) <b>[TBD]</b>. Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing</p>

			Nov-1: Ongoing Jan-3: Ongoing Jan-11: Handed over to Ron Feb-7: Ongoing Mar-6: Ongoing
Ron / Insurance Committee / Erik / Jonathan	Insurance guidelines will be posted in the context of discussion on TIOC 2021 feedback (2021-10)	Overdue	Oct-6: Ongoing Nov-3: Ongoing Dec-1: Ongoing Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: <b>Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD].</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
Ron / Cindy (handed over)	Communicate to Eastern Canada clubs / paddlers safety concerns in the context of discussion on TIOC 2021 feedback; Possible Town Hall topic (2021-10)	Overdue	Oct-6: Ongoing Nov-3: Ongoing Dec-1: Ongoing Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Feb-18: As per <b>[CORA Board 2022 Action Items TODO 2023 Jan Ron]</b> Cindy to include Safety expectations in Race Director Guidebook. Race Director Guidebook should cover this. No need for email blast <b>[TBD].</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Jan-11: Handed over to Ron Feb-7: Ongoing Mar-6: Ongoing

**Raised Nov-3 / 2021**

Graeme / Ron	Correct CORA Website "Water Changes" document as per Lori / Lorri (2021-11)	Overdue	Nov-6: Ongoing Dec-1: Ongoing Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
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**Raised Nov-20 / 2021 (Pre-AGM)**

Ron / Cindy (handed over)	For CORA Cup Series races, it is mandatory that short course races be held for Novice and Junior. However, clubs have the discretion not to hold. If it is mandatory, then how can clubs have the discretion not to hold? (2021-11)	Overdue	Nov-20: Ongoing Dec-1: Ongoing Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: To be included in Race Directors' Guidebook. Feb-18: As per <b>[CORA Board 2022 Action Items TODO 2023 Jan Ron]</b> Cindy to include Race Course expectations in Race Director Guidebook, but Ron to review the Race Director Guidebook. We should include suggestions on how a short course can be accommodated concurrently with and as a portion of a long course <b>[TBD]</b> . Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Jan-11: Handed over to Ron Feb-7: Ongoing Mar-6: Ongoing
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<p>Ron / Insurance Committee / Erik / Jonathan</p>	<p>All clubs MUST put together and submit to CORA, for sanctioning, an operating plan/outline of their practices (2021-11)</p>	<p>Overdue</p>	<p>Nov-20: Ongoing Dec-1: Ongoing Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Survey provided by clubs when they renew their memberships (also new clubs as well). Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: <b>Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD].</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing</p>
<p>Ron / Insurance Committee / Erik / Jonathan</p>	<p>Guidelines should be posted advising what is to be in the outline, cover points such as all CORA club members MUST be members with CORA (2021-11)</p>	<p>Overdue</p>	<p>Nov-20: Ongoing Dec-1: Ongoing Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: <b>Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD].</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing</p>
<p><b>Raised Nov-21 / 2021 (AGM)</b></p>			
<p>Ron / Insurance</p>	<p>Plain language regarding our insurance coverage will be</p>	<p>Overdue</p>	<p>Nov-21: Ongoing Dec-1: Ongoing Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing May-4: Ongoing Jun-1:</p>

Committee / Erik / Jonathan	posted on the CORA website (2021-11)		Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: <b>Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron Ron still to draft Insurance Summary. [TBD].</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
Ron / Insurance Committee / Erik / Jonathan	Unaffiliated members (not with a CORA club) will be apprised when they register that certain training is not an insurable activity (2021-11)	Overdue	Nov-21: Ongoing Dec-1: Ongoing Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4:  Ongoing Feb-1: <b>Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron Ron still to draft Insurance Summary. [TBD].</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
<b>Raised Dec-1 / 2021</b>			
Graeme	Agreed that "old" Outstanding Action items will be noted such as "Not going to happen" and removed (2021-12)	In-Progress	Dec-1: Ongoing Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing

			Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
<b>Raised May-4 / 2022</b>			
Graeme / Ron	Begin compiling 2020 / 2021 / 2022 / 2023 / 2024 Membership FAQs for self-service via FAQ Plugin (2022-05)	Overdue	May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Jan-29 Awaiting Insurance Summary from Ron Chin Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
Ron / Rob V / Rob M	Collect weights of 7 Bradley Lightning OC6s weighed at Burnaby Lake OC Sprints (2022-05)	In-Progress	May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
<b>Raised Jun-1 / 2022</b>			
Ron / Insurance Committee / Erik / Jonathan	<i>Plain language regarding our insurance coverage will be posted on the CORA website.</i> On the Action Items (5-6 Insurance Action Items - since Nov-2021) - <b>Ron to provide within 30 days</b>	Overdue	Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: <b>Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD].</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing

	(before next Board meeting) (2022-06)		Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
<b>Raised Sep-7 / 2022</b>			
Ron / Insurance Committee / Erik / Jonathan	Need to keep a list of Member Clubs up to date so we don't pay a higher insurance premium than we need to. At the AGM, decide which clubs to drop from the Member Club list on the policy, as well as on the CORA website, etc. (2022-09)	Overdue	Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing <b>Feb-1: Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD].</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
<b>Raised Nov-2 / 2022</b>			
Ron / Graeme	CORA General FAQs almost ready for review. Requesting 1 or more volunteers to review FAQs (many, many of them) for political correctness to be distributed for review after AGM & before Dec-2022 Board Meeting. Graeme to circulate when further revised. (2022-11)	Overdue	Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Jan-29 Awaiting Insurance Summary from Ron Chin Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
<b>Raised Nov-19 / 2022 (Pre-AGM)</b>			

Ron Chin	Contact Mony Sy to ask what are his barriers with respect to attendance (2022-11)	Overdue	Nov-19: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Oct-29 Discuss at 2023 Pre-AGM as to what to do with absentee Board Members
Ron / Cindy (handed over)	CORA Cup race directors need to be reminded that they need to offer a Short Course race and of the applicable race divisions for setting up registration. (2022-11)	Overdue	Nov-19: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Feb-18: As per <b>[CORA Board 2022 Action Items TODO 2023 Jan Ron]</b> Cindy to include Race Course expectations in Race Director Guidebook, but Ron to review the Race Director Guidebook. We should include suggestions on how a short course can be accommodated concurrently with and as a portion of a long course. <b>[TBC]</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Jan-11: Handed over to Ron; CW / The Race Director Guidebook does not "sit" with me. I have had my input and it is now sitting elsewhere.
<b>Raised Nov-20 / 2022 (Technical AGM)</b>			
Ron / Cindy (handed over)	Race Director Guidebook to be reviewed at upcoming Town Hall session (2022-11)	Overdue	Nov-20: Ongoing Dec-7: Ongoing Jan-4: Ongoing Jan-19: As per <b>[CORA Board 2022 Action Items TODO 2023 Jan Ron]</b> Cindy to take ownership of Race Director Guidebook updates. <b>[TBD]</b> Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Jan-11: Handed over to Ron Feb-7: Ongoing Mar-6:

			Ongoing
<b>Raised Dec-7 / 2022</b>			
Ron / Insurance Committee	Ron to complete Insurance Summary for January 2023 Board Meeting. (2022-12)	Overdue	Dec-7: Ongoing Jan-4: Ongoing <b>Feb-1: Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD].</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
<b>Raised Feb-1 / 2023</b>			
Rob V / Eik	Safety Review - Rob V. has not reviewed updates from Adrian Lee yet, recommends that someone with a good eye should review. Suggestion of asking Erik to review since FGPC has very good safety procedures. (2023-02)	Overdue	Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Oct-29 Topic for 2023 CORA Pre-AGM
<b>Raised May-3 / 2023</b>			

Ron	Photo-ops from the PNWORCA Winter Series FCRCC Race #5 event to be collected from FCRCC photographers for CORA website publication by Ron Chin (2023-05)	Overdue	Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Oct-29 Remind Ron Chin before 2023 CORA Pre-AGM to deliver
Erik	Erik will review the updated Safety Plan received from Adrian Lee as well as PFD info. (2023-05)	Overdue	Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Oct-29 Remind Erik to review before 2023 CORA Pre-AGM
<b>Raised Sep-12 / 2023</b>			
Town Hall Committee	Please provide 2024 date options for "Polynesian Voyaging Society & Lynda Roberts & Uncle Kimokeo" Town Hall session. (2023-09)	In-Progress	Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Scheduled for 2024-Mar-17
Ron / Erik	Do an email to Eastern clubs on the conditions of sanctioning for a race, such as everyone who races must be a member of CORA. Also include the requirements for a club being a member of CORA. This is also a chance to outline the benefits of	In-Progress	Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing

	being members (including the club) of CORA. (2023-09)		
Ron / Foruzan	Need to include a discussion regarding engaging Eastern clubs and getting them involved in CORA at Pre-AGM. (2023-09)	In-Progress	Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
<b>Raised Oct-4 / 2023</b>			
Board	Eastern clubs have noted that it is cheaper using OMCKRA. CORA could look into a day package for races requiring the membership data. (2023-10)	In-Progress	Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
<b>Raised Nov-1 / 2023</b>			
Foruzan	Distribute Eastern Canada OC Strategy document in advance of Pre-AGM. (2023-11)	In-Progress	Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing



**Raised Nov-25 / 2023 (Pre-AGM)**

<b>Raised Nov-25 / 2023 (Pre-AGM)</b>			
Ron / Race Committee (2)	Approach Penticton to run CORA Distance Championships (OC6 & Small-boat). (2023-11)	In-Progress	Nov-25: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
Ron / Race Committee (4)	Invite clubs to submit for CORA Distance Championships (OC6 & Small-boat) with a preference for the interior. (2023-11)	In-Progress	Nov-25: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
IVF Committee (7)	One of the first things we need to offer is how to start being a coach, and need curriculums for the different stages of coaches' expertise. (2023-11)	In-Progress	Nov-25: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
IVF Committee (8)	We should spend a bit of time building content for paddlers to access when they are interested in coaching. (2023-11)	In-Progress	Nov-25: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
Ron (9)	Ron to look at Bylaws to see if there is something there about Absentee Board Members. (2023-11)	Overdue	Nov-25: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing

Ron (10)	Ron to get the Insurance Summary out soon. (2023-11)	Overdue	Nov-25: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
Ron (11)	Ron to review comments from the Race Director Guidebook from Cindy again. (2023-11)	In-Progress	Nov-25: Ongoing Jan-3: Ongoing Jan-11: Handed over to Ron Feb-7: Ongoing Mar-6: Ongoing
Ron / Erik (16)	Ron & Erik to follow-up with Adrian Lee on Safety Review (PFDs still a concern). (2023-11)	In-Progress	Nov-25: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
Ron (17)	Ron to write-up memo on CORA Cup Series hosts expectations (Reciprocity; Race Results; Meals; Waivers; etc.). (2023-11)	Overdue	Nov-25: Ongoing Jan-3: Ongoing Feb-7: Ongoing Feb-28: Graeme handed over to Ron for review; Note that this should cover off outstanding Race Director Guidebook Action Items
Cindy (18)	Cindy to add Turn rule & Impeding / overtaking high priority rules regarding Safety Incidents to Race Director Guidebook and emphasize these specific rules. (2023-11)	In-Progress	Nov-25: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
Erik (19)	Erik suggested Town Hall on Race Safety (mostly for Junior / Novice Short Course). (2023-11)	In-Progress	Nov-25: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing

Raised Nov-26 / 2023 (Technical AGM)			
IVF Committee (23)	Information for 2024 Hilo IVF Sprints is coming out. (2023-11)	In-Progress	Nov-26: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
IVF Committee (24)	Putting together pathways on how to become a coach for Community Coaching Initiatives, will start with a Town Hall. (2023-11)	In-Progress	Nov-26: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
Race Committee (25)	Looking at trying to get CORA sanctioned races in the East. (2023-11)	In-Progress	Nov-26: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
Raised Jan-3 / 2024			
Ron	Ron to look into the procedure for the removal of inactive Board members. The guidelines for Board member attendance and requirements should be sent out to all Board members. (2024-01)	In-Progress	Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
Paige / Ron	Paige Misfeldt to complete Acknowledgement Form and Conflicts Policy (2024-01)	In-Progress	Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing
Insurance Committee	BFL has notified us that Markel now requires that	Overdue	Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing (time-sensitive)

	CORA individual and club members sign waivers. Confirmation to come for BFL as to whether a checkbox will meet Markel's requirements or whether an electronic signature will be required. We have until April 1, 2024 to obtain the waivers. (2024-01)		
Leanne / Ron	Terms and conditions need to be established on the groundwork for clinics to be held by ARE Tahiti for the CORA 2024 Deas Sprints (If ARE is providing canoes for the event). (2024-01)	In-Progress	Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing (time-sensitive)
Ron / Jonathan	Terms and conditions and budget need to be established for all vendors for the CORA 2024 Deas Sprints (Registration Management/FGPC?; Race Management/G2G?; Event Management/FCRCC/Lotus/DZPC/FLCC?) (2024-01)	In-Progress	Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing (time-sensitive)
<b>Raised Feb-7 / 2024</b>			
Foruzan	Foruzan trying to get in touch with Mony through vendor of his inventory, as The Board cannot remove Mony. (2024-02)	In-Progress	Feb-7: Ongoing Mar-6: Ongoing

Graeme / Ron	Graeme to provide draft memo on CORA Cup Series hosts expectations (Registration; Reciprocity; Race Results; Meals; Waivers; etc.) for Ron to review. (2024-02)	Completed	Feb-7: Ongoing Feb-28: Graeme handed over to Ron for review; Note that this should cover off outstanding Race Director Guidebook Action Items
Ron	Ron to contact Edmonton Dragon Boat Racing Club and ask several questions: 1) Does this application have the EDBRC board's approval 2) Each member wanting to compete or paddle in outrigger must be members of CORA 3) Do you have access to outrigger canoes, either OC6 or OC1 (2024-02)	In-Progress	Feb-7: Ongoing Mar-6: Ongoing
Ron / Erik	Information requested to publicize the Kelowna Paddle Centre June 1-8, clinic to the CORA membership. (2024-02)	In-Progress	Feb-7: Ongoing Mar-6: Ongoing
Erik	Will be preparing a description for the CORA Project Manager position as well as for the Area Coordinator, also outlining the Area Coordinator description and coach. (2024-02)	In-Progress	Feb-7: Ongoing Mar-6: Ongoing

Erik / Cindy	Issue a Call for an Area Coordinator for Hilo. Area Coordinator to be appointed by the Board. Need to decide whether a coach will be hired for the Team Canada Elite crews (for practices leading up to Hilo). Advisory Committee composed of a Board member and others to determine a coach. (2024-02)	In-Progress	Feb-7: Ongoing Mar-6: Ongoing
Jonathan	Review and possibly correct Financial Statements errors	In-Progress	Feb-7: Ongoing Mar-6: Ongoing
Ron	Send VYPC the Informed Consent form that Ron has developed - Both types of forms. (2024-02)	In-Progress	Feb-7: Ongoing Mar-6: Ongoing
Graeme / Town Hall Committee	Collaborate on Polynesian Voyaging Society Town Hall for March 17th. (2024-02)	In-Progress	Feb-7: Ongoing Mar-6: Ongoing
Erik / Ron	Prepare required website changes to get Markel waiver requirements from all CORA individual and Club members by April 1, 2024. (2024-02)	In-Progress	Feb-7: Ongoing Mar-6: Ongoing
Graeme	Working on providing a list of Contacts (name / organization / email / phone) for everyone connected to the Deas Island Sprints Regatta event venue. (2024-02)	Completed	Feb-7: Ongoing; Feb-21: Uploaded to CORA Google Drive; Will be updated periodically

CORA Board	CORA to approach, negotiate and contract with the entities that provided the event services for CORA Sprints Nationals in 2022. (2024-02)	In-Progress	Feb-7: Ongoing Mar-6: Ongoing (time-sensitive)
CORA Board	CORA to do a tender for Event Registration & Race Management & Event Management services for 2026 CORA Sprints. (2024-02)	In-Progress	Feb-7: Ongoing Mar-6: Ongoing (time-sensitive)
CORA Board	Provide guidance on potential DOKA Coaching Clinic (roles / responsibilities / communication / registration / topics) & CORA Coaching Clinic Grant in the event ARE wish to have a 1-day "demonstration day" at Deas Island Regional Park as part of any canoe sponsorship agreement. (2024-02)	In-Progress	Feb-7: Ongoing Mar-6: Ongoing
Graeme	Continue discussions with North Water (V6 Spray-decks / Covers) about some level of event sponsorship, as they are keen. (2024-02)	In-Progress	Feb-7: Ongoing Mar-6: Ongoing
Graeme	Graeme will send out CORA Sprints Regatta Rules revised / uploaded & aligned with IVF Sprints Rules (provides guidance for conducting	Completed	Feb-7: Ongoing Feb-21: Distributed to Leanne, Rob M, Dean and Rob V

	Sprints Regatta & many undocumented scenarios to Leanne, Rob M, Dean and Rob V). (2024-02)		
IVF Committee / Erik / Jonathan	Need to appoint a Selection Committee for CORA IVF Program Manager to review and recommend a candidate to the Board. The Board will approve the successful candidate. Jonathan and Erik have indicated a desire to be on the selection committee. (2024-02)	In-Progress	Feb-7: Ongoing Mar-6: Ongoing
<b>Raised Mar-6 / 2024</b>			
IVF Committee / Erik / Jonathan	CORA IVF Selection Committee for Program Manager to schedule interviews for end of Mar-2024 and then score / rank / recommend 1 Candidate and 1 backup Candidate. (2024-03)	In-Progress	Mar-6: Ongoing
Ron	VCKC needs to be reminded that 2024 WUTG is contingent on CORA 2024 Club Membership paid VOS needs to be reminded that they are chronically delinquent in paying their	In-Progress	Mar-6: Ongoing Mar-15: Ron communicated to VCKC need for CORA Club Membership before WUTG & Stormin Norman events



	CORA Club Membership. (2024-03)		
Ron	Reminder sent to KPC for description of their June clinic. (2024-03)	In-Progress	Mar-6: Ongoing
IVF Committee	Open slots for club crews still available and communication will be put out publicly. (2024-03)	In-Progress	Mar-6: Ongoing
IVF Committee	Need to outline the Area Coordinator description and coach. Selection committee needs to determine how many people will attend Hilo (potentially 2 ACs, new PM and coach). (2024-03)	In-Progress	Mar-6: Ongoing
Erik	The Application to hold a CORA sanctioned event get updated to provide for a V1 selection, to be customized by Erik on a case-by-case basis. To be added to General FAQs. (2024-03)	In-Progress	Mar-6: Ongoing Mar-15: Erik updated new CORA Sprints Championships Race Calendar Entry to say "V1"
Ron	Ron is to prepare a letter from CORA addressed to Canada Border Services Agency confirming that canoes being brought up from the US are being used at CORA Sprint Nationals once the canoe supply Letter	In-Progress	Mar-6: Ongoing

	Agreement is finalized and signed. (2024-03)		
Erik / Rob M	Event Registration to add age divisions. May need to limit the number of crews per age division. (2024-03)	In-Progress	Mar-6: Ongoing