



CORA Monthly Meeting Minutes Draft

Sunday, April 7th, 2024

6:30 PM PST (7:30 PM MST) (9:30 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, Jonathan, Rob V, Rob M, Erik, Dean, Cindy, Foruzan

Absent (not present to vote, not in quorum): Leanne, Mony, Marianne, Graeme (Communications, Town Hall, Historical, Awards, Race Committee Standing Items updated), Paige

Adoption of Monthly Minutes from March 6th, 2024

Motion to approve - Ron C.

Seconded - Cindy

Approved

Confirmation of Agenda/Add New items:

- **Confirmed**

Motion to approve Agenda as presented - Ron

Second - Rob V

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.*

- *Ron to get the Insurance Summary out soon | Ron | ?*

- *Edmonton Dragon Boat Racing Club application | Ron | ?*

- Standing Items - Presented by existing Officers
 - Communications & Technical Update – **Erik / Graeme**
 - Outbound communications - **Erik**

Ongoing Sprints registration - shopping cart management
Announcement of IVF Project Manager soon
 - Inbound communications - **Graeme**

Ensuring that every CORA website post mentions the 2024-Apr-27/28 Sprints Regatta
 - Membership Update – **Grace / Ron**
 - **CORA Individual Memberships**

There were 230 annual memberships purchased in March for a total of 1,284 CORA memberships so far for 2024.

41 single day memberships were purchased this month; 1 for Crazy 8 and NPI Attack, 40 for FCRCC March Madness.
 - **CORA Club Memberships**

35 CORA clubs have renewed their club memberships.
Clubs who do not currently have club membership but have paddlers registered with CORA are; Ottawa River (1), Pemberton (1), Sunnyside (16), TSCC Maka Koa (3), Vernon (1)
 - VOS reminded of their perennial distinction of being the CORA Non-Member Club with the highest number of CORA Individual Members & to please renew their CORA Club Membership ASAP - **Graeme**
Jonathan - VOS has now joined.
 - Grant Updates – **Ron**
 - Clinic Grants**
 - No activity
 - Coaching Education Grants** -
 - No activity
 - RME Grants**
 - RME Grant Application received from **Maple Bay Ocean Canoe Club**
MBOCC has 20 annual CORA Members and has renewed its Club membership for 2024.
Justification: We have 2 X OC6 spec canoes, which are wheeled about 150 metres to/from our boat ramp. We are requesting grant monies to assist with maintaining the canoe carrier wheel sets (X 4), as well as repairs to zippers on the canoe skirts, new ratchet straps and line for ama lashings, and materials for renewing iakos and maintaining and minor repairs to gel-coat. We intend to purchase a second club steer paddle for

smaller members who find the larger biscuit to be a bit challenging to handle.

Expense Estimate: Wheel sets- \$200.00, zippers - \$100.00, ratchets - \$150.00, maintenance supplies - \$50.00, steer blade - \$500.00

I MOVE that the RME Grant Application of Maple Bay Ocean Canoe Club dated March 28, 2024 be approved in an amount up to \$1000.00, subject to receipt of satisfactory receipts on or before October 31, 2024.

SECONDED BY: Jonathan

APPROVED

Travel Grants -

- The following Trailing Grants were approved and paid in March

Latitude 48	Crazy 8s	\$228.60
FGPC	Crazy 8s	\$138.00
Suncoast	Crazy 8s	\$673.90

Other Grants

- n/a
- IVF Representative Update – **Leanne**
 - Sprints (Hilo 2024)

Cindy: Fixed a kink with Women’s Open crew - they now have a roster

Certain crew positions need to be raced off at 2024 Sprint Nationals

Finalized rosters to come after 2024 Sprint Nationals

Top 6 youth already determined

Women’s Elite currently has 7 - all on Club crews - but need to decide possibly on Jericho iron weekend.

Elite Men - down to 7 candidates - to be determined Friday night at 2024 Sprint Nationals

Hilo Team info to be turned over to new IVF Project Manager - Sherry Hunt

Need to hand over tasks to Sherry Hunt.

Coaches for IVF Hilo preparation for the Elites has not been decided yet. No amount in the budget for transport or time for an Elite coach. Elites would have to pay for a coach if desired.
 - Distance (Brazil 2025)

Will work with Sherry to put things in place for Brazil.
 - 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

The Selection Committee met numerous times and applied a rigorous process and applied an apples to apples ranking. The Committee followed up with references for Sherry Hunt.

Ron sent Sherry Hunt a draft Independent Contractor Agreement, and changes to the draft were discussed and agreed to. Contract to be finalized and signed soon.

See update above on status of Project Manager selection process.

Update for the Area Coordinator -

At Hilo, there will be the Project Manager (Sherry Hunt), shadowing as new Area Coordinator, plus one Area Coordinator (AC) (Leanne Stanley).

Project Manager would get airfare, accommodation and a meal allowance while traveling, no additional pay.

AC might get an allowance (bulk amount) to cover airfare, accommodation and a meal allowance.
Be cautious about Conflicts of Interest.

○ Financial Report March 2024 - **Jonathan**

■ <https://docs.google.com/document/d/1CaZPwJLshQOVMAAnTE0TrQgy151Asyo5yIUBrIMqvYoQ/edit>

■ GoFundMe

US\$3053+ sent to HCRA

■ Miscellaneous

Contract / Invoice with Business Now Services (“PO Box” Rental) uploaded to CORA Google drive (Treasury)

■ IVF Hilo

Most athletes have paid and will wait until after 2024 Sprint Nationals to reconcile.

○ Junior Update - **Marianne**

■ VYPC is working with Comox on Junior program

○ Town Hall Update - **Leanne / Erik / Ron / Foruzan**

■ CORA Town Hall conducted Sunday 2024-Mar-17. Hawaiian Outrigger Canoe Voyaging Society (HOCVS) conducted with “organic” contributions by “Uncle” Kimokeo of HOCVS and Lynda Roberts of Calgary Canoe Club. Attendance was light, but content was rich in historical perspective and was informative in terms of how organizations could prepare a succession strategy. Close out the Lahaina Recovery Go Fund Me - **GG**

■ Change Race Logistics - April 14th, 2024 4:00pm

○ Insurance Update - **Ron / Erik / Jonathan**

- Answered a few enquiries.
- Race Certificates of Insurance being requested for May races.
- 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.

As of April 7, 2024:

347 Adult Members have submitted the Waiver

14 Junior Parents/Guardians have submitted the Informed Consent

5 Member Clubs have submitted the Waiver

A reminder will be sent a month after the last email - after 2024 Sprint Nationals.

- Education Update - **Dean**
 - Cindy and James met about coaching.
- Historical Update - **Graeme**
 - Received a humongous package of Nanaimo canoeing historical information from Ruth Matson in-person at NOPC Crazy 8s and presently incorporating all the details / photos into "*The Nanaimo Legacy*" document
 - Collecting a few outstanding details from Ron Dickinson to complete "*The Sunshine Coast Legacy*" document for review mid-April 2024
 - Awaiting feedback from Alwyn Morris on "*The Onake Legacy*" document
- Awards Update - **Graeme**
 - Unable to have presentation of Hugh Town Builder Memorial Award to Annie Boulding at NOPC Crazy 8s due to weather conditions impacting the event schedule. All parties agreed that we should try for a BC Lower Mainland presentation at a CORA event on a warm weather day
 - Peter Forand Masters Challenge Trophy presented Saturday 2024-Mar-30 at PNWORCA Winter Series #7 Championship Race hosted by Sand Point OCC. Bob Stewart & Minnie Fontennelle recognized as Co-Champions (Tied in Points; Tied in Participation) with Bob Stewart recognized as Champion by virtue of the "*Tyler Irwin Longevity Tiebreaker Rule*". 4 Canadians finished in the Top 7 in OC1 Masters as of PNWORCA Winter Series #7.
 - Peter Forand Masters Challenge website perpetual page updated with Bob Stewart as 2024 Champion.
 - Peter Forand Masters Challenge 2024 website post with Bob Stewart as 2024 Champion published.

guarantee delivery as expected? **Update as of 2024-04-03 ~ Ken Ang has all of this covered.**

CORA agreed to provide **24 bailers** for the 12 V6s. CORA has been able to source 25+ used cylindrical bleach containers with handles and caps from the Vancouver Transfer Station at Zero cost (with more next week). - **Graeme / Ron**

CORA noted that **72 PFDs** (for 12 V6s) would need to be provided (V1 PFDs to be paddler-provided). Who has taken responsibility for this and what is the status? - **No updates on this task**

CORA noted that 5 **flags** (1 White; 1 Red; 1 Green; 2 Black) would need to be provided. Who has taken responsibility for this and what is the status? - **Ron collecting flags**

CORA noted that 12 V6 **boat numbers** and possibly 15 V1 boat numbers would need to be provided. Who has taken responsibility for this and what is the status? - **Erik providing V6 & maybe V1 boat numbers**

CORA noted that CORA did not wish to engage with Delta Amateur Radio Society (DARS) and that CORA Board members would source an adequate number of radios for communication between all venue stations. Who has taken responsibility for this and what is the status? - **Jonathan handed off responsibility to Ron**

Do we have an **estimate and staffing / equipment plans and contractual agreement** with a **Timing / Race Management** service provider (staffing; equipment - computers; printers; cameras; timers; binoculars; stop-watches), and if not, when can we expect to have this in place? If this is an event risk, should CORA consider engaging with other potential established Timing / Race Management service providers? - **Staffing plan incomplete. No Contractual Agreement in place.**

Do we have an **estimate and staffing / equipment plans and contractual agreement** with an **Event Management** service provider (staffing; equipment - porta-potties; generator; canopies; tables; chairs; tires; meals / beverages), and if not, when can we expect to have this in place? If this is an event risk, should CORA consider engaging with other potential established Event Management service providers? - **Proposed Budget received far in excess of previously quoted equipment needs. Staffing plan incomplete. No Contractual Agreement in place.**

Delta Deas Rowing Club (DDRC) have confirmed their support for this event in terms of racecourse setup/takedown (CORA-provided turn buoys), safety boats, utilities (power/water) access, dock access, compound worker meal / beverage shelter, overnight canopy / tables / generator storage subject to CORA SPOC. - **Graeme**

Delta Outrigger (DOKA) have confirmed their support for this event in terms of volunteers (6-8), V6 dollies (2), PCOC certified safety boat drivers (2), and compound access subject to CORA SPOC. - **Graeme**

Metro Vancouver Regional District (MVRD) has confirmed their support for this event in terms of clearing rogue logs from the shoreline and provision of 6-8 folding tables from their Service Yard facility. - **Graeme**

City of Delta has confirmed their support for this event in terms of giving their OK for having the Officiating Station with 1 generator on City property along the Millenium Trail. - **Graeme**

Dragon Zone has confirmed their quote / availability of 4 pop-up 10'x10' canopies from Friday PM to Mon AM for \$60/Canopy/Day = \$250+Taxes - **Event Management estimate far in excess of Quote received.**

Super Save has confirmed **until 2024-Apr-12** their Non-Profit Discounted quote / availability of 4 porta-potties from Friday PM to Mon AM for \$250/Each/Day = \$1000+Taxes (Quote uploaded (DI-SuperSave-Porta-Potty-Rental-Quote-Discount-Simi.jpg) to Google Sprints Venue Deas Island folder) - **Event Management estimate far in excess of Quote received.**

Home Depot has increased their generator quote from \$68/Day to \$73/Day from Friday PM to Mon AM for \$146+Taxes - **Event Management estimate far in excess of Quote received.**

Regatta Master has confirmed **until 2024-Apr-8** their quote / availability from Saturday AM to Sunday PM of \$2800 CAD + Taxes - **Regatta Master offer expired**

Potential second visit to **Captain's Cove Marina** upcoming to meet with **water-skier / wake-boarder** contingent to confirm shared use of channel on the 2024-Apr-27/28 weekend. - **Graeme left message with water-skier / wake-boarder at Captain's Cove Marina requesting confirmation of shared use of channel**

Motion to adjourn the meeting at *****pm (nobody took note of adjournment time)

Motion by R

Seconded by

Approved

Next CORA Board Monthly Meeting – Wednesday, May 1st, 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 [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ongoing Action Item for Board based on paddling community needs. Keep an eye on whether any CORA-sanctioned races in Quebec will materialize [TBD]. 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 Apr-4: 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: Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD]. 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 Apr-4: Ongoing</p>
<p>Raised Mar-3 / 2021</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: Ongoing Feb-18:</p>

			<p>[CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD]. 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 Apr-4: Ongoing</p>
Raised May-5 / 2021			
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 [CORA Board 2022 Action Items TODO 2023 Jan Ron] 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) [TBC]. 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 Apr-4: Ongoing</p>

Raised Oct-6 / 2021

<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 [CORA Board 2022 Action Items TODO 2023 Jan Ron] 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 [TBD]. 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 Apr-4: 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 [CORA Board 2022 Action Items TODO 2023 Jan Ron] 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,</p>

			mandatory skirts, huli experience) [TBD] . 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 Apr-4: 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: Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD] . 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 Apr-4: 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 [CORA Board 2022 Action Items TODO 2023 Jan Ron] Cindy to include Safety expectations in Race Director Guidebook. Race Director Guidebook should cover this. No need for email blast [TBD] . 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 Apr-4: 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 Apr-4: Ongoing
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 [CORA Board 2022 Action Items TODO 2023 Jan Ron] 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 [TBD] . 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 Apr-4: Ongoing
Ron / Insurance Committee / Erik / Jonathan	All clubs MUST put together and submit to CORA, for sanctioning, an operating plan/outline of their practices (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: 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: Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD]. 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 Apr-4: Ongoing
Ron / Insurance Committee / Erik / Jonathan	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)	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: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD]. 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 Apr-4: Ongoing

Raised Nov-21 / 2021 (AGM)			
Ron / Insurance Committee / Erik / Jonathan	Plain language regarding our insurance coverage will be posted on the CORA website (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: Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD]. 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 Apr-4: 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: Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD]. 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 Apr-4: Ongoing
Raised Dec-1 / 2021			
Graeme	Agreed that "old" Outstanding Action items will be noted	In-Progress	Dec-1: Ongoing Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing

	such as "Not going to happen" and removed (2021-12)		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 Apr-4: Ongoing
Raised May-4 / 2022			
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 Apr-4: 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 Apr-4: Ongoing
Raised Jun-1 / 2022			

Ron / Insurance Committee / Erik / Jonathan	<i>Plain language regarding our insurance coverage will be posted on the CORA website.” On the Action Items (5-6 Insurance Action Items - since Nov-2021) - Ron to provide within 30 days (before next Board meeting) (2022-06)</i>	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: Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD]. 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 Apr-4: Ongoing
Raised Sep-7 / 2022			
Ron / Insurance Committee / Erik / Jonathan	<i>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)</i>	Overdue	Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD]. 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 Apr-4: Ongoing
Raised Nov-2 / 2022			
Ron / Graeme	<i>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</i>	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 Apr-4: Ongoing

	AGM & before Dec-2022 Board Meeting. Graeme to circulate when further revised. (2022-11)		
Raised Nov-19 / 2022 (Pre-AGM)			
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 [CORA Board 2022 Action Items TODO 2023 Jan Ron] 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. [TBC] 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.
Raised Nov-20 / 2022 (Technical AGM)			

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 [CORA Board 2022 Action Items TODO 2023 Jan Ron] Cindy to take ownership of Race Director Guidebook updates. [TBD] 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 Apr-4: Ongoing
Raised Dec-7 / 2022			
Ron / Insurance Committee	Ron to complete Insurance Summary for January 2023 Board Meeting. (2022-12)	Overdue	Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD]. 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 Apr-4: Ongoing
Raised Feb-1 / 2023			
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

Raised May-3 / 2023			
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
Raised Sep-12 / 2023			
Town Hall Committee	Please provide 2024 date options for "Polynesian Voyaging Society & Lynda Roberts & Uncle Kimokeo" Town Hall session. (2023-09)	Completed	Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Scheduled for weekend of 2024-Mar-16/17 subject to HOCVS availability. Mar-17 Hawaiian Outrigger Canoe Voyaging Society (HOCVS) conducted with "organic" contributions by "Uncle" Kimokeo of HOCVS and Lynda Roberts of Calgary Canoe Club

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 being members (including the club) of CORA. (2023-09)	In-Progress	Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing
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 Apr-4: Ongoing
Raised Oct-4 / 2023			
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 Apr-4: Ongoing
Raised Nov-1 / 2023			
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 Apr-4: Ongoing

Raised Nov-25 / 2023 (Pre-AGM)

Raised Nov-25 / 2023 (Pre-AGM)			
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 Apr-4: 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 Apr-4: 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 Apr-4: 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 Apr-4: 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 Apr-4: 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 Apr-4: 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 Apr-4: 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 Apr-4: 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 Mar-17: At least 1 CORA Cup Series Sanctioned Event Host has requested guidance on CORA expectations.
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 Apr-4: 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 Apr-4: 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 Apr-4: 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 Apr-4: 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 Apr-4: 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 Apr-4: 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 Apr-4: Ongoing

Insurance Committee	BFL has notified us that Markel now requires that 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)	Overdue	Jan-3: Ongoing Feb-7: Ongoing Mar-17: CORA Individual Members are still awaiting a communique from CORA as of Mar-27.
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)	Overdue	Jan-3: Ongoing Feb-7: Ongoing (time-sensitive) Mar-17: ARE Outrigger World has been the bottleneck on this. DOKA has offered full support. Need to determine what are the ARE Outrigger World expectations to make this happen. This also impacts readiness of V6s/V1s for Saturday AM
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)	Overdue	Jan-3: Ongoing Feb-7: Ongoing (time-sensitive) Mar-17: Event Registration resolved. Timing / Race Management & Event Management services (Terms & Conditions & Budget) still TBD as this is becoming a major risk
Raised Feb-7 / 2024			
Foruzan	Foruzan trying to get in touch with Mony through vendor of his inventory, as The Board	In-Progress	Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing

	cannot remove Mony. (2024-02)		
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 Apr-4: 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 Apr-4: 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	In-Progress	Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing

	description and coach. (2024-02)		
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 Apr-4: Ongoing
Jonathan	Review and possibly correct Financial Statements errors	In-Progress	Feb-7: Ongoing Mar-6: Ongoing Apr-4: 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 Apr-4: Ongoing
Graeme / Town Hall Committee	Collaborate on Polynesian Voyaging Society Town Hall for March 17th. (2024-02)	Completed	Feb-7: Ongoing Mar-17 Hawaiian Outrigger Canoe Voyaging Society (HOCVS) conducted with "organic" contributions by "Uncle" Kimokeo of HOCVS and Lynda Roberts of Calgary Canoe Club
Erik / Ron	Prepare required website changes to get Markel waiver requirements from all CORA individual and Club members by April 1, 2024. (2024-02)	Overdue	Feb-7: Ongoing Mar-17: CORA Individual Members are still awaiting a communique from CORA as of Mar-27.

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)	Overdue	Feb-7: Ongoing Mar-17: FCRCC opted not to provide Event Management services for 2024; G2G has ceased business operations and is not available to provide Timing / Race Management services. Event Registration resolved. Timing / Race Management & Event Management services (Terms & Conditions & Budget) still TBD as this is becoming a major risk
CORA Board	CORA to do a tender for Event Registration & Race Management & Event Management services for 2026 CORA Sprints. (2024-02)	Overdue	Feb-7: Ongoing Mar-17: Event Registration resolved. Timing / Race Management & Event Management services (Terms & Conditions & Budget) still TBD as this is becoming a major risk
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)	Overdue	Feb-7: Ongoing Mar-17: ARE Outrigger World has been the bottleneck on this. DOKA has offered full support. Need to determine what are the ARE Outrigger World expectations to make this happen. This also impacts readiness of V6s/V1s for Saturday AM

Graeme	Continue discussions with North Water (V6 Spray-decks / Covers) about some level of event sponsorship, as they are keen. (2024-02)	Completed	Feb-7: Ongoing Mar-17: Northwater offering 15-20% Discount on all spray-deck / canoe-cover purchases in 2024 by CORA clubs and a TBD volume of Swag Prizing for the 2024 Sprint Championships
Graeme	Graeme will send out CORA Sprints Regatta Rules revised / uploaded & aligned with IVF Sprints Rules (provides guidance for conducting Sprints Regatta & many undocumented scenarios to Leanne, Rob M, Dean and Rob V). (2024-02)	Completed	Feb-7: Ongoing Feb-21: Distributed to Leanne, Rob M, Dean and Rob V
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 Apr-4: Ongoing
Raised Mar-6 / 2024			
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	In-Progress	Mar-6: Ongoing Apr-4: Ongoing

	1 backup Candidate. (2024-03)		
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 CORA Club Membership. (2024-03)	In-Progress	Mar-6: Ongoing Apr-4: Ongoing Mar-15: Ron communicated to VCKC need for CORA Club Membership before WUTG & Stormin Norman events
Ron	Reminder sent to KPC for description of their June clinic. (2024-03)	In-Progress	Mar-6: Ongoing Apr-4: Ongoing
IVF Committee	Open slots for club crews still available and communication will be put out publicly. (2024-03)	In-Progress	Mar-6: Ongoing Apr-4: 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 Apr-4: 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	In-Progress	Mar-6: Ongoing Mar-15: Erik updated new CORA Sprints Championships Race Calendar Entry to say "V1"

	basis. To be added to General FAQs. (2024-03)		
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 Agreement is finalized and signed. (2024-03)	In-Progress	Mar-6: Ongoing Apr-4: Ongoing
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 Apr-4: Ongoing
Raised Apr-4 / 2024			
IVF Committee	Hilo Team info to be turned over to new IVF Project Manager (Sherry Hunt). Need to hand over tasks to Sherry Hunt. (2024-04)	In-Progress	Apr-4: Ongoing
IVF Committee	Ron sent Sherry Hunt a draft Independent Contractor Agreement, and changes to the draft were discussed and agreed to. Contract to be finalized and signed soon. (2024-04)	In-Progress	Apr-4: Ongoing

Erik	Close out the Lahaina Recovery Go Fund Me. (2024-04)	In-Progress	Apr-4: Ongoing
Erik	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. A reminder will be sent a month after the last email - after 2024 Sprint Nationals. (2024-04)	In-Progress	Apr-4: Ongoing