



## **CORA Monthly Meeting Minutes Draft**

**Sunday, January 5th, 2025**

**5:00 PM PST (8:00 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, Cindy, Jonathan, Leanne, Richard, Bethany, Graeme, Rob V, Dean, Paige, Foruzan, Bethany and Erik

Absent: Marianne, Richard and Rob M

Adoption of Monthly Minutes from December 8th, 2024

Motion to approve - Ron Chin

Seconded - Cindy

**Approved** - 1 objection raised

Concerns raised regarding amendments made after the Meeting adjourned. Individuals should be allowed to comment but not make edits. .

Minutes from November 30th, 2024, PRE AGM-Minutes will be sent out for the January meeting. *Confirm whether these have been reviewed or defer to the next meeting.* Could someone provide their understanding of this process - especially for new Board Members? - **GG**

Deferred.

Confirmation of Agenda/Add New items:

Motion to approve January agenda - Ron Chin

Seconded - Dean

## Approved!

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

- Ron to get the Insurance Summary out soon | Ron | ?
- Standing Items - Presented by existing Officers (collaborative effort by Secretary & Board Members)
  - Communications & Technical Update – **Erik / Graeme**
  - Outbound communications - **Erik**
    - AGM recorded, but not posted
    - IVF Updates completed recently; Discussion under IVF
    - Erik to update Race Schedule from 2024 to 2025
  - Communications / Website / Google Drive - **Graeme**
    - Website current with 2024 Monthly Board Meeting Minutes & 2024 AGM Draft Minutes
    - 2023 AGM Draft Minutes rolled to 2023 AGM Final Minutes
    - Race Results rolled over to 2024 Past & 2025 Present
    - Board Minutes rolled over to 2024 Past & 2025 Present
    - CORA Board Members / Committee Members page updated with 2024-Dec Board Meeting approvals
    - CORA Website (Social Media) Strategy document distributed for review; Working session hopefully late Jan-2025
    - To come? - Discussion Document on local / provincial / federal funding grants to be distributed for Board Members to review and hopefully have working session in Jan-2025
  - Membership Update – **Grace / Ron**

### **CORA Individual Memberships**

336 annual memberships were purchased in January for a total of 378 to date.

### **CORA Club Memberships**

Clubs are starting to renew their CORA club memberships for 2025. Jonathan says 15 Members Clubs have joined.

Suggestion that we remind clubs that despite their paddling season they are required to renew their memberships, both individual and club, when the memberships are due to be renewed. - Grace to follow-up with clubs (Action Item); Erik to confirm that membership reminder has been sent (Action Item); Clubs should know that as of Jan-1, Renewals should happen. 2025-Feb-1 Reminder to be sent out by Erik (Action Item)

NOTE: The following was reported to BFL Canada for CGL Policy renewal purposes (we are charged \$2.00 per Day Fee Member). Ron to request clubs

send in their expected Guest Memberships by beginning of each year to alert Insurance provider

*“In 2024 we had 477 Day Fee Memberships. 54 Day Fee Memberships were for the Eastern Canada Sprints Championships in Toronto, where we do not have many Annual Members. 103 Day Fee Memberships were for the CORA Nationals where the organizing Club sought out a number of visiting crews. We expect the number of visiting crews to CORA Nationals in 2025 will be lower, so overall, the number of Day Fee Memberships for 2025 will likely be about 400.”*

- Administration Update - **Ron**
  - All new / existing Board Members have Gmail addresses & CORA Google Drive access.
  - Acknowledgement received from Richard Lalancette (as well as Bethany Yam).
  - We do not have an Acknowledgement on file for Paige Misfeldt. - Ron reminded Paige to submit Acknowledgement (Action Item)
  - Reminder that all Committee Members also need to sign the Acknowledgement form as they are on-boarded.

## **Grant Updates – Ron**

### **Clinic Grants**

- 2024 Clinic Grants paid out to Jericho Paddling Club for their two June 2024 Clinics (OC1 Technique \$489.00; OC6 Technique \$539.00).
- Still need a revenue statement from Kelowna Paddle Centre for their 2024 clinics (I was late in reviewing and they have a new administrator). Ron to follow-up with Kelowna (Action Item)
- Edmonton DB Racing Club cancelled its clinic with Vesna Radonic due to no sign-up.
- FCRCC submitted a 2025 Clinic Grant application for a Warm Water Huli Drill Clinic on January 18, 2025. Jonathan reviewed and responded to FCRCC since Ron was in conflict. Warm Water Huli Drill Clinic details and registration link posted to CORA website since clinics applying for Clinic Grants must be open to all CORA members. We were a bit late in posting, but FCRCC will also have a second Warm Water Huli Drill Clinic on February 1, 2025. Note grant eligibility for a particular topic is limited to once per year, so the grant application is only for the January 18, 2025 Warm Water Huli Drill Clinic. Grant (if any) will be reconciled and calculated after a clinic accounting summary has been received.

### **Coaching Education Grants**

- No activity.

### **RME Grants**

- RME 2024 Open Call Grants paid out to Vernon (\$854.59), Jericho (\$1000.00) and Penticton PaddleSports (\$852.89).

- All 2024 RME Grants have been paid out.
- Late RME Open Call Grant enquiry from Aumakua Club Nautique (ACN) received on December 1, 2024. Advised to submit in 2025, noting that receipts must be dated in 2025.
- Late RME Open Call Grant Application received from Haunani Outrigger Club on December 29, 2024. Advised to submit in 2025, noting that receipts must be dated in 2025.
- Late Applications after Open Call Deadline (mid-Nov annually) will not be considered

### **Travel Grants**

- No activity

### **Other Grants**

- No activity

- IVF Representative Update – **Jonathan/Leanne**
  - Distance (Brazil 2025)
    - Committee meeting Jan 13/14 to
    - Going over acceptances / declines / predetermined / free agents / Juniors
  - Sprints (Singapore 2026)
    - Providing Sprints (selection?) criteria
  - CORA IVF Committee Direction (High Performance Committee)
    - Erik provided document for review prior to the 2025-Jan Board Meeting
    - Document contains recommendations discussed during 2024 Pre-AGM
    - Deadline recommended for 2025-Feb for planning
    - How to manage applications from postings after call for candidates
    - Confidence by CORA IVF Committee in being able to thin out the candidates
    - Ron Chin & Board reviewed High Performance Committee document terminology / guidelines (no objections - except coaching selection)
    - CORA Board makes the coaching appointments - not coaching ratifications as provided by the Committee???
    - Please refer to High Performance Committee document as amended by Ron Chin for most recent terminology / guidelines
    - “Redetermined crew” refers to Sprints; “Club crew” refers to Distance (Leanne?)
  - IVF General
    - [December 2024 written report](#) from Sherry:
    - IVF AGM was December 14th, 2024. Leanne did not get elected.
    - IVF AGM Documents can be [found here](#).
    - Much discussion about Hawaii / Hilo issues
    - Much progress since Strategic Plan from 2019

- Possible spacing of time between (Sprints / Distance) Championships cycle
- No discussion by IVF Board (bids) for 2027 Event
- IVF Board Member positions not updated as of 2025-Jan
- Paula Haito Tribaldos from Panama elected as a Board Member.
- Lynda Roberts stepping down from Technical Committee in the coming year
- How do we make sure Canada has a seat at the table (Canada has Lynda; Myles; Jonathan on various committees)?
- Dean is interested in stepping in for Lynda when her tour-of-duty ends. Depth of experience also includes Rob, Cindy as well.
- Priority for next Board Meeting should be getting Canada onboarded with IVF Committees
- IVF Committee Candidates should have name recognition
- No meaningful discussion / info from IVF Audit Committee
- When does the call for IVF Committee Candidates happen? - Leanne to provide notification
- Dean to follow-up with Lynda on IVF Committee Candidates

MOVED by Ron Chin that the Position Posting for International Sprints and Distance High Performance Committee as presented and revised during this meeting be approved.

Seconded: Jonathan

### **APPROVED**

Position Posting for CORA IVF Team Coaches to be presented and confirmed at the 2025-Feb CORA Board Monthly Meeting.

- Financial Report January 2025 - **Jonathan**
  - January report
  - [https://drive.google.com/drive/u/0/folders/1bK7p\\_BXdn63HCH1kOPB47qgVwEiyuOzK](https://drive.google.com/drive/u/0/folders/1bK7p_BXdn63HCH1kOPB47qgVwEiyuOzK)
  - Some Budget comments / input received after 2024-Dec Board Meeting
  - Jonathan proposes financial support for 4 Eastern Canada OC events (vs. 3 at the Pre-AGM)
  - Jonathan to confirm 2025 Budget Trailering Grant Line Item
  - Jonathan to amend 2025 Budget to provide for Insurance 2025 increased spend

MOVED BY Jonathan 2025 budget as presented by approved.

Seconded: Rob

APPROVED

- Junior Update - **Marianne**
  - Deferred
- Town Hall Update - **Leanne / Erik / Ron / Foruzan**
  - Race Director Town Hall - to come
  - IVF Worlds Town Hall
    - Dates to be determined for the above

- Insurance Update - **Ron / Erik / Jonathan**
  - CORA's Comprehensive General Liability (CGL) and Directors' and Officers' Liability (D&O) insurance policies have been renewed through BFL Canada for 2025.
    - **Sport Fitness Liability Policy No. CAS783321** through certain Lloyd's underwriters as arranged by Markel Canada Limited.  
**Annual Premium: \$12,639.**
      - It is noted that the Errors & Omissions Liability with Coverage for Directors & Officers is written on a Claims Made Form. To trigger coverage, a claim must first be made against the Insured(s) during the policy period. Furthermore, such claims must also be reported by the Insured to the Insurer during the policy period as soon as is practicable for coverage to apply. Please be aware that late reporting could result in a disclaimer of coverage.
      - Markel would like to bring your attention to:
        - New Claims Reporting Instructions (Policy Notices attachment, [page 10])
        - Code of Consumer Rights and Responsibilities (Policy Notices attachment, page 12)
        - Personal Information Protection and Electronic Documents Act (PIPEDA) (Policy Notices attachment, page 14)
    - **Directors & Officers' (D&O) Liability Policy No. CDO1003477** for the period of January 1, 2023 to January 1, 2026, through Trisura. This three-year policy has **annual installment payments of \$1,900** with 2025 being the third and final year.
      - Please note the D&O is written on a Claims Made Form. To trigger coverage, a claim must first be made against the Insured(s) during the policy period. Furthermore, such claims must also be reported by the Insured to the Insurer during the policy period as soon as is practicable for coverage to apply. Please be aware that late reporting could result in a disclaimer of coverage.
    - **Total Invoice Balance: \$14,539.00**
      - We declined purchasing Cyber or Legal Expense coverages.
      - CGL and D&O policy documents are available if you would like to review them.
      - To Whom it May Concern and Additional Insureds Certificates evidencing insurance for Member Clubs were received from BFL Canada. Additional Insureds Certificates were forwarded to Member Clubs who require them for facilities lease renewals and permitting (Lotus, MBOCC, FGPC, NOPC, Wailua, DOKA, PPSA, VYPC, CVCRC, River Runners).
      - Markel Canada now requires that Certificates of Insurance (including Race Certificates of Insurance) bear the address of Additional Insureds.
      - Question by Cindy as to should we capture the address of Additional Insureds - It would seem from the discussion that we need to do this.
      - Race Certificates of Insurance were requested and distributed to Race Directors for the following races:
        - PNWORCA Winter Series Small Boat Race #2 (January 25, 2025)
        - Lotus IceBreaker V12 Race (February 1, 2025)

- FGPC V12 Valentine's Double Hull 10km Race (February 8, 2025)
  - PNWORCA Winter Series Small Boats Race #5 (March 1, 2025)
  - FCRCC Bowen 360 OC6 and Small Boats Iron/Relay Race (June 7, 2025)
- Education Update - **Dean**
  - *Glad that money is being used for 2025-January meeting.*
- Historical Update - **Graeme**
  - Article on *Team Cascadia – Origins* completed / reviewed / published (Ashley; Mike; James)
  - Article on Ron Zander Williams (Canada HOF) and Julio Villarreal (Mexico) collaboration on founding of *Outrigger Canoe Club Cancun* and getting Mexico IVF Membership completed / reviewed / published
  - *Comox Club Legacy* document updated / completed / reviewed / published
  - *Sunshine Coast Clubs Legacy* document updated / completed / reviewed / published
  - *Nanaimo Region Clubs Legacy* document updated / completed / reviewed / published
  - *Greater Toronto Area (GTA) Clubs Legacy* document updated / completed / reviewed / published
  - *VCKC Club Legacy & Pemberton Club Legacy* documents work-in-progress
  - Uploaded latest Word / PDF document for every *Club Legacy* (FCRCC; Lotus; Jericho; ORPC; Skaha; Onake; Nanaimo; Sunshine Coast; Greater Toronto Area; Cancun; Comox) and *Historical Article* (Burrard; First OC6s in Canada; OC6 Chronology; Cascadia; Molokai Na Wahine 1985) since 2020 to CORA Google Drive History Registry folder (housekeeping)
- Awards Update - **Graeme**
  - *Hugh Town Memorial Builder Award* perpetual page updated with 2024 Recipient Bio (Marc Lavertu)
  - *Hugh Town Memorial Builder Award* 2024 Recipient trophy shield ordered from Kerr Recognition – invoice to be forwarded to CORA Treasurer
  - *Canadian Outrigger Hall Of Fame Policy / Process* document with revisions (absolute dates; Board courtesy notifications) to be distributed for review / approvals
  - *Peter Forand Masters Challenge Trophy retirement planning*: If / when this Initiative reaches a conclusion, Jericho (Jan Chavarie; Bob Stewart) have offered to have the trophy move from the top of my refrigerator (where it has lived for 8 years) to the Jericho Sailing Centre Association trophy room; If any CORA Board Member wishes to take custody of

ownership / management / presentation of this Trophy for future years, please let me know

- *Hugh Town Memorial Builder Award Trophy retirement planning*: If / when this Initiative reaches a conclusion, Lotus (Grace; Greg; Lotus Executive) have offered to have the trophy move from the top of my refrigerator (where it has lived for 6 years) to the Lotus Sports Club trophy room; If any CORA Board Member wishes to take custody of ownership / management / presentation of this Trophy for future years, please let me know
  - Policy /. Process documents to be circulated for review / discussion and hopefully 2025-Feb approval.
- 2024 Race Committee - **Graeme / Ron / Rob M / Cindy**
- Canoe Registry:
    - *CORA Canoe Registry How-To Guide* has been completed / posted to CORA Google Drive > Resources > Canoe Registry folder as a reference for how to manage common scenarios (periodic backups; canoe acquisitions; canoe transfers; CORA affiliation; etc.)
  - Confirmation of new CORA-sanctioned race submissions; CORA Board proposes to support 4 Eastern Canada OC races, but sanctioning to be provided by CORA Board once dates / clubs / venues / details confirmed by Eastern Canada clubs; Erik highly recommends Eastern Canada clubs put a place-holder in the Race Schedule for “draft” events; Foruzan has indicated that the host clubs will likely have their event details sorted out by sometime in 2025-Feb; Foruzan has been in communication with all Eastern Canada host clubs with regards scheduling.:
    - Kelowna Paddle Centre Waterman 2025, Saturday, June 21, 2025, Kelowna, BC - OC 1/2, Ski, SUP,
    - Vernon Freshwater Challenge, Sunday, June 22, 2025, Vernon, BC - Change, OC6, Relay
    - Haunani Challenge, Saturday, June 28, 2025, Dorval, QC - OC 1/2, Ski, SUP, OC6

***BE IT RESOLVED THAT*** the CORA Board hereby approve the following CORA race-sanctioning applications received:

1. *from Kelowna Paddle Centre for the Kelowna Paddle Centre Waterman 2025 on Saturday, June 21, 2025 in Kelowna, BC;*
2. *from Vernon Paddling Centre for the Vernon Freshwater Challenge on Sunday, June 22, 2025 in Vernon, BC; and*
3. *from Haunani Outrigger Club for the Haunani Challenge on Saturday, June 28, 2025 in Dorval, QC.;*



*and that CORA will support race-sanctioning applications for additional races for Eastern Canadian Sprint Championships (Sunnyside Paddling Club, Toronto, ON), Fall Classic (Ottawa, ON) and Toronto International Outrigger Challenge (TSCC Maka Koa, Toronto, ON).*

Moved by: Ron Chin

Seconded by: Jonathan

**APPROVED**

- NOTE: CORA race-sanctioning applications have not yet been received:
  - from Sunnyside Paddling Club for the Eastern Canadian Sprint Championships on July 5 & 6, 2025 in Toronto, ON; nor
  - from [River Runners] for the Fall Classic on October 13, 2025 in Ottawa, ON.
  - from TSCC Maka Koa for the Toronto International Outrigger Challenge in Toronto, ON.
- Race-sanctioning applications must be received prior to April 30, 2025.
- Other
- New Business
  - i. *Invitation to discuss CORA Website (Social Media) Strategy document on a mutually agreeable date / time in January-2025 (2025-Jan-11/12 are inconvenient - Wasabi Winter Series Race) - GG*
  - ii. *Requirement that Directors must be CORA members and to register once membership is opening.*
  - iii. *Creating an electronic waiver platform that all races can use - an option might be that clubs can “insert” their own waiver into the process*
    - *Could we offer a registration system that is run through CORA*
    - *This might incur some expenses.*
    - *This will address standardization.*
    - *A race waiver is done for each event as there are sometimes requirements to indemnify specific parties.*
    - Jonathan advocates this proposal & Erik has noted that scaling / learning will take time; Following the Rob Varnel approach, do we need to attempt a solution for every host club / participant; Ron Chin has noted that registration / waiver needs to be on an individual basis; Cindy has noted that we are proposing a one-size fits all approach - when individual clubs may have their own process; Erik recommends a needs assessment (survey) to see whether clubs would be open to this approach; Ron Chin noted that records of waivers need to be retained for several years; Ron / Erik agree that CORA Membership and event registration would be handled via one-stop shopping

NOTE: FCRCC enquired about online waivers for its March Madness OC6 race. Ron referred them to NOPC's system for Crazy 8s using Ramp Registration.

- **Review / Updates of Outstanding Action items:**
  - a. All Board Members requested to review Action Items For marked “Complete?” and post questions / concerns. If no questions / concerns / then Action Items will be confirmed “Completed” and removed from table by next Board Meeting.

Motion to adjourn the meeting @

Motion by Ron

Seconded by Jonathan

**Approved**

**Next CORA Board Monthly Meeting Sunday, February 2, 2025, at 5:00 PST and 8:00 EST**

Assignee	Action Item	Due Date	Comments
<b>Raised Feb-3 / 2021</b>			
Foruzan's contact	Translate 2020 race rules into French Wait until after next Distance Race Rules Revisions (2021-02)	Overdue	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 Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
Ron / Insurance Committee / Erik / Jonathan	Benefits of joining CORA will be sent out when new insurance has been finalized (2021-02)	Overdue	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 Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
<b>Raised Mar-3 / 2021</b>			
Ron / Insurance Committee / Erik / Jonathan	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)	Overdue	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: [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 May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
<b>Raised Oct-6 / 2021</b>			
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 Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
<b>Raised Nov-3 / 2021</b>			
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 May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
<b>Raised Nov-20 / 2021 (Pre-AGM)</b>			

<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 Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?</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 Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?</p>
<p><b>Raised Nov-21 / 2021 (AGM)</b></p>			
<p>Ron / Insurance Committee / Erik / Jonathan</p>	<p>Plain language regarding our insurance coverage will be posted on the CORA website (2021-11)</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: 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</b></p>

			<p><b>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 Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?</p>
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	<p>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 Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?</p>
<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	<p>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 May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?</p>
<b>Raised May-4 / 2022</b>			
Graeme / Ron	Begin compiling 2020 / 2021 / 2022 / 2023 / 2024 Membership FAQs for self-	Overdue	<p>May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7:</p>

	service via FAQ Plugin (2022-05)		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 May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
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 May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
<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 (before next Board meeting)</b> (2022-06)	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 Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
<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	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:

	Member Club list on the policy, as well as on the CORA website, etc. (2022-09)		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 May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
<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 Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
<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 Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
<b>Raised Sep-12 / 2023</b>			



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)	Overdue	Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
<b>Raised Nov-25 / 2023 (Pre-AGM)</b>			
Education 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)	Overdue	Nov-25: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Give this Action Item until 2024 CORA Pre-AGM for some direction otherwise Dismiss
Education Committee (8)	We should spend a bit of time building content for paddlers to access when they are interested in coaching. (2023-11)	Overdue	Nov-25: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Give this Action Item until 2024 CORA Pre-AGM for some direction otherwise Dismiss
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 May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
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, however CORA President has yet to act on those recommendations. Mar-17: At least 1 CORA Cup Series Sanctioned Event Host has requested guidance on CORA expectations. Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
Erik (19)	Erik suggested Town Hall on Race Safety (mostly for	Overdue	Nov-25: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22:

	Junior / Novice Short Course). (2023-11)		Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
<b>Raised Nov-26 / 2023 (Technical AGM)</b>			
Education Committee (24)	Putting together pathways on how to become a coach for Community Coaching Initiatives, will start with a Town Hall. (2023-11)	Overdue	Nov-26: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
<b>Raised Jan-3 / 2024</b>			
Paige / Ron	Paige Misfeldt to complete Acknowledgement Form and Conflicts Policy (2024-01)	Overdue	Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
<b>Raised Feb-7 / 2024</b>			
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)	Overdue	Feb-7: Ongoing Feb-28: Graeme handed over to Ron for review; Note that this should cover off outstanding Race Director Guidebook Action Items, however CORA President has yet to act on those recommendations Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
<b>Raised May-20 / 2024</b>			
Board	This is also driven by new OC6s using the boat number stickers (not just small boats), and OC6 finish lines are not as close to shore for reading numbers. Query whether we prompt new OC6 to "choose a boat number" and order their own large sized numbers. This could create problems with repeated OC6	In-Progress	May-20: Ongoing - Please note that one of the outcomes of the CORA Canoe Registry Initiative of 2020 was a recommendation that CORA put into place standardized Big Boat Number Decals. Nothing came of those recommendations Several years ago, some CORA clubs began using these Small Boat Number Decals on their OC6s. However, there is now a mish-mish of Big Boat Numbering schemes with

	<p>numbers if owners do not properly check the Canoe Registry. OC6 numbers - Suggestion of after review of the CORA registry to determine numbers to order new numbers and issue numbers specific to the OC6 canoes. Keeping in mind that different clubs have different coloured hulls. An email should go out to clubs that any canoes racing must have an easily seen number on it. They should clear their chosen number with CORA first.</p>		<p>legacy numbers (Axx; Cxx; Gxx; Lxx; Mxx), personalized numbers (888; 777; 707), and Small Boat Numbers (11xx; 12xx; 13xx). Also note that the Canoe Registry is private to the CORA Board Members. Jul-3: TBD</p>
<b>Raised Sep-22 / 2024</b>			
IVF Committee	<p>Need to create an IVF Selection committee. Not necessarily to change the people but to clarify the process. Discuss this further at the pre-AGM meeting. Need to get more people involved in committee work. (2024-09)</p>	In-Progress	<p>Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: HP Committee applications being put out</p>
Foruzan / Jonathan / Erik	<p>\$2,500.00 to be allocated for the translation of selected aspects of the CORA Website into French, such sections and documents to be determined by Jonathan, Erik and Foruzan. (2024-09)</p>	In-Progress	<p>Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?</p>
Jonathan	<p>It was suggested that, if we are not spending what we budgeted for in one year, we should reduce the amount budgeted for subsequent years. There was agreement that if a budget was not allocated for a development item, then it was significantly less likely to happen, and</p>	Completed	<p>Sep-22: Ongoing; Nov-3 Progress; Dec-1 Treasurer provided a 2025 Budget that addresses all of these ongoing Budget Line Items except for the Strategic Planning Initiative; Jan-5: 2025 Budget Approved at 2025-Jan Board Monthly Meeting with all budgeting concerns from 2024 addressed</p>

	therefore it was important that the budget line remains. Jonathan will give us a spread sheet covering the four cycles. (2024-09)		
Town Hall Committee	Suggestion of a Town Hall - When should a Race Director cancel / change a race. Liability issues, etc. (2024-09)	In-Progress	Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
Race Committee	Implications of CORA Small Boat Decal Numbers (adequate for 20 years) being used by clubs on Big Boats. Pre-AGM Discussion. (2024-09)	In-Progress	Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
Board	Vicki-Lynn CC registering as Spec OC6 & racing as Unlimited OC6 was not a mistake by a new Club. Race rules do not need to be amended to delete advance notice since ULS are commonplace. This was a flagrant misrepresentation of a crew's racing division. Discuss at Pre-AGM. (2024-09)	In-Progress	Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
Board	CORA Website Protocols discussion to be held with interested Board Members TBD. (2024-09)	In-Progress	Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
<b>Raised Nov-3 / 2024</b>			
Graeme	Workshop for interested Board Members on CORA website postings protocol (social media strategy) to-be-arranged before or after AGM weekend. (2024-11)	In-Progress	Nov-3: Ongoing; Nov-15 CORA Website Postings Analysis discussion document provided and available for discussion post-AGM; Dec-8: Ongoing; Jan-5: Progress?
Ron	Still need to review receipts from Kelowna Paddle Centre and Jericho Paddling Club for	In-Progress	Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?

	their respective June Clinics. (2024-11)		
Ron	Courteous gesture to reach out to First Nation's cubs - are you aware that there is a traveling grant available as long as you have the required permit to car top. (2024-11)	In-Progress	Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
Dean	Need to sort out how we are getting the IVF coaches and the selectors. (2024-11)	Completed	Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: High Performance Committee Guidelines distributed by Erik prior to 2025-Jan Board Monthly Meeting and approved at 2025-Jan Board Monthly Meeting addresses this topic
Board	Would like to see a written report for the latest events. Request that we add to our regular agenda for each monthly meeting to add that there should be a monthly report from Sherry. (2024-11)	Completed	Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Monthly Report as of 2024-Pre-AGM received from Sherry
Marianne	Recommended change to Junior Guidelines: A coach boat with a qualified power squadron operator should accompany all Juniors on the water is recommended. If a coach boat is not available then the coach must either be in the outrigger canoe with the Junior paddlers, as in an OC6, or nearby in their own OC1. (2024-11)	In-Progress	Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
Marianne	Recommended change to Junior Guidelines: it is recommended that anyone involved with a Junior paddling program, who is over the age of 18, should have a Criminal Record Check. (2024-11)	In-Progress	Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?
Graeme	Had "boots on the ground" discussions with most club	Completed	Nov-3: Ongoing; Nov-30: Distributed Youth / Junior / Novice Engagement

	<p>reps at the Penticton September event that had Junior/Novice participants about how CORA could support these Junior/Novice participants. Feedback to be provided at CORA Pre-AGM. (2024-11)</p>		<p>discussion document to Board for review; Dec-15: Looking forward to news on 2025 Junior / Youth Initiatives</p>
Graeme	<p>Canadian Outrigger Hall Of Fame session scheduled for Remembrance Day weekend of 2024 Nov 10 @ 4:00pm Pacific/7pm Eastern. (2024-11)</p>	Completed	<p>Nov-3: Ongoing; Nov-10: Held on Sunday 2024 Nov 10</p>
Town Hall Committee	<p>Suggestion of a Town Hall - When should a Race Director cancel / change a race. Liability issues, etc. (2024-11)</p>	In-Progress	<p>Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?</p>
Jonathan	<p>Nothing received from BFL Canada on 2025 Insurance yet. Jonathan will email BFL for an update. (2024-11)</p>	Completed	<p>Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Confirmation of 2025 Insurance Paid and 2025 Budget updated accordingly</p>
Foruzan / Jonathan	<p>Translation of website and race rules into French. Translation should be done shortly. Expenses to be given to Jonathan before year end. Suggestion of a website review to ensure that all translations needed to be done have been done. (2024-11)</p>	In-Progress	<p>Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?</p>
Erik / Jonathan	<p>Suggestion of having a toggle on the website, for either an English or French version. (2024-11)</p>	In-Progress	<p>Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Progress?</p>
Graeme / Jonathan	<p>3 Canadian Outrigger Hall Of Fame Commemoration shipping expense receipts to be delivered to CORA Treasurer shortly. (2024-11)</p>	Completed	<p>Nov-3: Ongoing; Dec-15: HOF shipping expense receipts delivered to CORA Treasurer &amp; paid via e-transfer</p>
Graeme / Jonathan	<p>Junior/Novice OC Paddle Grant 8 Gift Certificates</p>	Completed	<p>Nov-3: Ongoing; Nov-8: Oddball Workshop submitted Invoice &amp; was paid</p>

	presented; Oddball Workshop to submit invoice before year-end 2024. (2024-11)		
<b>Raised Nov-30 (Pre-AGM)</b>			
Sherry	To put together a Brazil 2025 Junior/chaperone guide. (2024-12)	In-Progress	Dec-1: Ongoing; Jan 5: Ongoing
IVF Committee	Timeline for the high-performance committee is the end of January-2025. Once this committee is struck, the coaching group does its recommendation for Singapore. (2014-12)	In-Progress	Dec-1: Ongoing; Jan 5: Ad for HP committee approved, posted after meeting.
Education Committee	Various Regional Coaching & Community Coaching Topics: Need a handbook put together with a curriculum leading to coaching credentials (2024-12)	In-Progress	Dec-1: Ongoing; Jan-5: Progress?
IVF Committee & Town Hall Committee	Suggestion of doing a Town Hall to address IVF selection process, suggestion of running this in April of 2025. (2024-12)	In-Progress	Dec-1: Ongoing; Jan 5: Nothing until 2025-April
Race Committee	CORA Cup Series Expectations need to be communicated (early) to CORA Cup Series Host Clubs. (2024-12)	In-Progress	Dec-1: Ongoing; Jan-5: Progress?
Board	We should have a strategy for updating CORA news on social media and the website. (2024-12)	Ongoing	Dec-1: Ongoing; Dec-31 Discussion Document on CORA Website Strategy distributed for Board Members to review in Jan-2025 and hopefully have a working session early Jan-2025; Dec-8: Ongoing; Jan-5: Progress?
Board	Recommended that we do an associate membership. This will allow someone to state that they belong, in order to be included in the discussion.	In-Progress	Dec-1: Ongoing; Jan-5: Progress?

	Industry membership that one will have in other professional organizations (2024-12)		
<b>Raised Dec-1 / 2024 (Technical AGM)</b>			
Marianne	Update CORA guidelines for Junior / Novice support with respect to safety boat requirements (2024-12)	In-Progress	Dec-1: Ongoing; Jan-5: Progress?
Board	CORA Cup Series 2024 Winners. Discussions on types of canoe - Spec v UL will be done during 2025 by the Board. (should Spec divisions be trimmed to just Open) (2014-12)	In-Progress	Dec-1: Ongoing; Jan-5: Progress?
<b>Raised Dec-1 / 2024 (AGM)</b>			
Board	Bethany Yam of Sunnyside Paddling Club & Richard Lalancette of Ottawa River Runners to be onboarded to CORA Board email addresses & CORA Google Drive access & Acknowledgements to be completed (2024-12)	Completed	Dec-1: Ongoing; Jan-5: Ron indicated that Richard & Bettany had been onboarded to CORA Board email addresses & CORA Google Drive access.
<b>Raised Dec-8 / 2024</b>			
Board	Board Member appointments for the officer positions and the Committee Member positions to be updated on CORA Website (2024-12)	Completed	Dec-8: Ongoing; Dec-15: Board Member appointments for the officer positions and the Committee Member positions updated on CORA Website
Graeme	Discussion Document on CORA Website Strategy to be distributed shortly for Board Members to review in Dec-2024 and hopefully have	Completed	Dec-8: Ongoing; Dec-31 Discussion Document on CORA Website Strategy distributed for Board Members to review in Jan-2025 and hopefully have a working session early Jan-2025.



	a working session early Jan-2025. (2024-12)		
Graeme	Discussion Document on local / provincial / federal funding grants to be distributed shortly for Board Members to review in Dec-2024 and hopefully have a working session early Jan-2025. (2024-12)	In-Progress	Dec-8: Ongoing; Jan-5: Progress?
Richard	Richard to complete Acknowledgment Forms shortly. (2024-12)	Completed	Dec-8: Ongoing; Jan-5: Ron indicated that Richard & Bettany had provided Acknowledgment Forms
Ron	Review receipts from Kelowna Paddle Centre and Jericho Paddling Club for their respective June Clinics. (2024-12)	In-Progress	Dec-8: Ongoing; Jan-5: Progress?
Board / Leanne	Candidate profiles received from the IVF to be forwarded from Leanne to CORA Board Members and responses to be provided on nominations for the IVF Board of directors as well as for IVF officer positions, to Leanne on or before December 12th @ 5:00 pm (2024-12)	Completed	Dec-8: Ongoing; Jan 5: Done
Marianne	Working on updating the information on the CORA website for Juniors (2024-12)	In-Progress	Dec-8: Ongoing; Jan-5: Progress?
<b>Raised Jan-5 / 2025</b>			
Erik	Update Race Schedule from 2024 to 2025. (2025-01)	Completed	Jan-5: Ongoing; Jan-7: Done
Graeme	Working session on CORA Website (Social Media) Strategy (based on document distributed for review) to be booked for late Jan-2025. (2025-01)	In-Progress	Jan-5: Ongoing

Grace / Board	We should remind clubs that despite their paddling season they are required to renew their memberships, both individual and club, when the memberships are due to be renewed. - Grace to follow-up. (2025-01)	In-Progress	Jan-5: Ongoing
Erik	Confirm that membership reminder has been sent. Clubs should know that as of Jan-1, Renewals should happen. 2025-Feb-1 Reminder to be sent out by Erik. (2025-01)	In-Progress	Jan-5: Ongoing
Ron / Paige	We do not have an Acknowledgement on file for Paige Misfeldt. Ron to remind Paige to submit Acknowledgement (2025-01)	In-Progress	Jan-5: Ongoing
Ron	Still need a revenue statement from Kelowna Paddle Centre for their 2024 clinics. Ron to follow-up with Kelowna. (2025-01)	In-Progress	Jan-5: Ongoing
Ron / Grants Officer	FCRCC submitted a 2025 Clinic Grant application for a Warm Water Huli Drill Clinic Coaching Clinic Grant (if any) will be reconciled and calculated after a clinic accounting summary has been received. (2025-01)	In-Progress	Jan-5: Ongoing
IVF Committee / Ron	Deadline recommended for 2025-Feb for High Performance Committee planning. (2025-01)	In-Progress	Jan-5: Ongoing
Ron / IVF Committee	Revised High Performance Committee document as amended by Ron Chin (with outcomes from 2025-Jan Monthly Board Meeting to be distributed / posted). (2025-01)	In-Progress	Jan-5: Ongoing

IVF Committee / Leanne / Dean	Priority for next CORA Board Monthly Meeting should be getting Canada onboarded with IVF Committee Candidates that have name recognition. Leanne to provide notification on when the call for IVF Committee Candidates happens. Dean to follow-up with Lynda on IVF Committee Candidates. (2025-01)	In-Progress	Jan-5: Ongoing
IVF Committee	Position Posting for CORA IVF Team Coaches to be presented and confirmed at the 2025-Feb CORA Board Monthly Meeting. (2025-01)	In-Progress	Jan-5: Ongoing
Jonathan / Treasurer	Jonathan to confirm 2025 Budget Trailering Grant Line Item. (2025-01)	In-Progress	Jan-5: Ongoing
Jonathan / Treasurer	Jonathan to amend the 2025 Budget to provide for Insurance 2025 increased spend. (2025-01)	In-Progress	Jan-5: Ongoing
Graeme	Hugh Town Memorial Builder Award 2024 Recipient trophy shield invoice from Kerr Recognition to be forwarded to CORA Treasurer. (2025-01)	In-Progress	Jan-5: Ongoing
Graeme / Awards Committee	Policy /. Process document with highlighted revisions for Peter Forand Masters Challenge Trophy (primarily regarding Trophy "retirement planning") to be circulated for review / discussion and hopefully 2025-Feb approval. (2025-01)	In-Progress	Jan-5: Ongoing
Graeme / Awards Committee	Policy /. Process document for Hugh Town Memorial Builder Award document with highlighted revisions (primarily regarding Trophy "retirement planning") to be	In-Progress	Jan-5: Ongoing

	circulated for review / discussion and hopefully 2025-Feb approval. (2025-01)		
Graeme / Awards Committee	Policy /. Process document for Canadian Outrigger Hall Of Fame with highlighted revisions (absolute dates; Board courtesy notifications) to be circulated for review / discussion and hopefully 2025-Feb approval. (2025-01)	In-Progress	Jan-5: Ongoing
Erik / Ron / Jonathan	Creating an electronic waiver platform that all races can use. Ron Chin has noted that registration / waiver needs to be on an individual basis; Erik recommends a needs assessment (survey) to see whether clubs would be open to this approach; Ron Chin noted that records of waivers need to be retained for several years. Personal note, that this seems to be along the lines of the Strategic Planning Initiative, wherein CORA Board has a vision that this concept would be of value, but the CORA Board does not as yet have direction.(2025-01)	In-Progress	Jan-5: Ongoing