



CORA Executive Meeting

MINUTES

January 8, 2006

Next teleconference: February 19, 2006 7:00 pm – 8:00 pm

Present

Jan Chavarie	Jericho Outrigger Canoe Club
Dave Del Rizzo	Penticton Racing Canoe Club
Steve Palmier	False Creek Racing Canoe Club
Lisa Robertson	Ocean River Paddling Club
Donna Harrison	Gibsons Paddle Club

Absent

Cindy Parkin	Lotus Canoe Club
Florida Town	Unaffiliated

Agenda item Sunday January 9, 2005

1. Board Positions

Vice President	Dave Del Rizzo
Membership	Jan, with assistance of Cindy Wright
Secretary	Donna Harrison
Education	Steve Palmier
Communications	Cindy Parkin (with Dave's assistance)
Safety	Lisa Robertson
Director	Florida Town

Motion to pass board positions: Lisa. Seconded: Jan. No discussion. All in favor, motion passed

2. Howe Sound Race

- Discussion regarding the addition of a 6th race to the Canadian National series. General discussion felt that the series would be diluted if increased to 6 races. Further discussion on the higher cost of participating in the HSI compared to other event races. Donna's concern that attendance will be lower if HSI is not included in the series and perhaps the club hosting the National should not host an additional race included as part of the series.

Action Item: Jan will discuss with Jericho Club and Lynn of Western Canoes for next meeting

3. Insurance

All clubs hosting a CORA sanctioned event need to apply for a Certificate of Insurance. This document will be requested by the Harbour Master or governing body where the event will be hosted from.

Paddlers are covered for race practices when club is a member of Cora. If individual paddlers are not Cora members ** they are not covered **
Recreational paddlers need to be covered under separate club insurance usually purchased from All Sports.

Confirmation that Junior membership rate is \$10.00

Action Items: Lisa will follow up on Safety Guideline booklet. Cindy will contact all race directors of the need for this Certificate.

4. **High School Team event for Howe Sound Iron**

Lynne at Western Canoe would like to organize a High School (Junior) event at the next HSI. General discussion felt this was a good idea to promote more youth involvement and thought a short sprint race similar to the corporate race format would work well during the Saturday race day.

Action Item: All board members should challenge their local and surrounding clubs to form junior teams to participate in this race.

5. **Boat Weights**

Discussion for the need to weigh boats yearly, and who should do this. General discussion decided that boats should be weighed once a year as boat weight does change. Also decided that the yearly weigh-in should happen at the Canadian National Championship the evening prior to race day. The cost will be paid by CORA in the keeping of a Central Registry.

6. CORA Sprints Web Page

Discussion that the new web page would be ongoing for this and future sprinting event. Sometime during this year, executive will need to develop a policy to handle sponsorship requests.

Action Item: Donna will contact Colleen for a quote to add content and current sponsors logos to this web page. Donna, with other sprinters help will provide some content for this web page.

7. Admin Area

New discussion on having an Admin area within the CORA website to accommodate central document storage such as monthly minutes.

Action Item: Jan to discuss with Colleen

8. Age Averaging

Due to time allowance no discussion. Board members are encouraged to read Dave's emailed document and ensue and online discussion of pros and cons. This item will be added to next meetings agenda.

Next meeting set in 6 weeks Sunday, Feb 19 at 7:00 pm PST – using Skype on-line software. Please go to www.skype.com to download prior to meeting and test.



CORA Executive Meeting MINUTES

February 26, 2006

Next teleconference: April 2, 2006 7:00 pm – 8:00 pm

Present

**Jan Chavarie
Dave Del Rizzo
Florida Town
Lisa Robertson
Donna Harrison**

**Jericho Outrigger Canoe Club
Penticton Racing Canoe Club
Unaffiliated
Ocean River Paddling Club
Gibsons Paddle Club**

Absent

**Cindy Parkin
Steve Palmier**

**Lotus Canoe Club
False Creek Racing Canoe Club**

Old Business

- Jan confirmed with Jericho executive and Howe Sound Iron has been added to the Cora Cup series. Jericho will host Canadian Nationals only.
- Lisa will continue building the Safety Guideline booklet with Florida's assistance for editing.
- Sprint page has been added to Cora website for approximately \$700. Administration site will be put on hold until September when cash flow can be re-assessed.

New Business

1. IVF Email

An email has been received by Lorenz Bruecher asking for Cora's support in disqualifying any paddler who has not provided required documentation to participate in the 2006 World Sprints as of Feb 28th. Another email was received asking for definition of responsibility in dealing with difficult situations that may arise in New Zealand.

Action Item: It was agreed that Jan would compose a letter of support for the IVF Canadian Rep regarding any paddler who did not meet the deadline if needed. Another email would be sent to IVF Rep Alan Carlsson, and Lorenz Bruecher stating Cora did not have jurisdiction to define the IVF's

responsibilities.

2. Age Averaging

Most discussion and debate on the subject took place via email. Many points were made for both the pros and cons of age averaging. Final suggestion made by Jan was to summarize the discussion listing the pros and cons and forward to the Club reps for their feedback.

Action Item: Jan and Dave's *for and against* arguments should be combined into one document to be emailed to all Club reps. No date was discussed for completion – but assumed by next meeting.

3. Membership Report

Discussion on setting a due date for Cora fees of May 1st. This would need to be adopted into the bylaws at the next AGM. All agreed

4. Club Updates

It was discussed that communications with Club reps may not be happening effectively due to out of date email addresses or club rep information.

Action Item: Donna offered to contact each club rep either by email or phone to confirm correct email address

Next meeting set in 6 weeks Sunday, Apr 2 at 7:00 pm PST



CORA Executive Meeting MINUTES

April 23, 2006

Next teleconference: May 21st, 2006 7:00 pm or Jericho Iron if possible

Present

Jan Chavarie	Jericho Outrigger Canoe Club
Dave Del Rizzo	Penticton Racing Canoe Club
Florida Town	Unaffiliated
Lisa Robertson	Ocean River Paddling Club
Donna Harrison	Gibsons Paddle Club
Steve Palmier	False Creek Racing Canoe Club

Absent

Cindy Parkin	Lotus Canoe Club
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Old Business

- **Age Averaging** – Combined document was distributed for final discussion. Florida's addition of aging statistics will be appended. Cindy to distribute to all Cora Reps for club discussion. Club comments will be collected for re-discussion in late summer.

New Business

1. **Sunshine Coast Team Penalties** – A invoice in the amount of \$300 was received from the New Zealand Waka Ama Association in relation to a no show for 3 races set for the Sunshine Coast Team. The penalty has been paid by Cora and a letter sent to each member of the Sunshine Coast Team asking for reimbursement. The letter indicated that racing in Cora sanctioned events would be jeopardized from non-payment.

2. 2006 World Sprints

* *Debriefing of 2006* – Donna has offered to canvass sprint races for input and comments on 2006 races covering all aspects related to attending such an event. This information can be used to assist future volunteers for upcoming World events. To be presented at next meeting.

* *Cora's future role* – How to move forward for strong Canadian team for 2008 thru to 2012. Promotion of Sprints, formation of Sprint committee with

a liaison on the Cora board and candidates for the IVF/AC Rep are now being discussed. John Roberts has submitted a comprehensive working paper discussing how Canada can build sprint racing from now until 2012. Neda Joss who will be on the Penticton committee for 2012 has also asked for Cora's involvement.

It was decided the first step to promote would be a poster and information talk at some of the major race venues. First venue to be Duel in the Desert. Steve Palmier has offered to create a poster to make racers aware. Dave Del Rizzo will speak with John on further ideas. It was suggested we ask the membership who would be interested in forming a sprint committee to work together on development.

Action Item: Dave to contact John Roberts and Neda. Donna to conduct survey with 2006 sprint racers. Cindy or Jan to put forth to membership awareness of upcoming sprints and encourage involvement. Steve to create poster for distribution.

- 3. Coaching Clinics** to be held at:
Jericho Iron – Solos Sunday
Island Iron – V6 Saturday
Vernon – Change race – Sunday

Possible format might be: technique / video race / post video discussion

Action Item: Times and final details as to who will conduct each clinics will be discussed via email from Steve.

4. Membership dues – May 1 deadline

Discussed responsibility should be put back to each club's Cora rep to collect outstanding fees after May 1st. Many clubs do not require members to pay Cora fees as they are strictly recreational paddlers. Cora reps have the means to identify who is practicing within their club for racing and ensure fees are paid.

Action Item: Cindy or Jan to contact Cora rep's for clubs with members who are outstanding reminding them fees are overdue.

Next meeting set in 5 weeks Sunday, May 21st at 7:00 pm PST (or @ Jericho Iron if possible)



CORA Executive Meeting MINUTES

June 4, 2006

Next teleconference: June 25th, 2006 - 7:00 pm

Present

Jan Chavarie
Dave Del Rizzo
Florida Town
Lisa Robertson
Donna Harrison
Cindy Parkin

Jericho Outrigger Canoe Club
Penticton Racing Canoe Club
Unaffiliated
Ocean River Paddling Club
Gibsons Paddle Club
Lotus Canoe Club

Absent

Steve Palmier

False Creek Racing Canoe Club

Old Business

- **Age Averaging** – Combined document with Florida's addition of aging statistics. [Cindy to distribute to all Cora Reps for club discussion.](#) [Club comments will be collected for re-discussion in late summer.](#)
- **Sunshine Coast Team Penalties** – Letter and extensive email copies were received from SCT. The email copies were to prove that notice was given. After some discussion, it was agreed that communication problems on both sides lead to the unfortunate fines. Cora will not rebuttal the dispute.
- **Debriefing of NZ 2006** – Donna will forward the completed document to all racers and Board members for review. Final document will be posted on Cora Resource page for future reference.

A 2008 Sacramento poster has been designed thanks to Steve Palmier. Unfortunately it was not distributed in time for Duel in the Desert. Lisa will be making laminated copies for Island Iron and to send off to all other clubs for posting. A new email for interested sprinters has been created with Donna Harrison as the initial contact until a sprint committee is formed (sprints@canadianoutrigger.com)

Action Item: Dave to contact John Roberts regarding his sprint proposal and forming a committee. He will also create a draft job description for the next Canada Area Rep for discussion. Cindy or Jan to put forth to membership awareness of upcoming sprints and encourage involvement for new committee.

- **Coaching Clinics** - Jericho Iron ran very well. Kamini had 22 women and 1 man attend with on water video and critique of each racer afterward. \$175 was charged. Island Iron – V6 has been changed to happen at Bridges race in October. As no power is available at Island Iron race site. Vernon – Change race is still set to happen on the Sunday

Action Item: Steve to contact Vernon and Bridges race directors to confirm times and share details of who will conduct each clinic as well as what is required at the race site for this to happen..

- **Membership dues** – Jan supplied spreadsheet of clubs who have not yet pad their club fees.

Action Item: Cindy or Jan to contact Cora rep's for clubs with members who are outstanding reminding them fees are overdue. Will discuss at next AGM the possibility of making May 1st a due date with penalty fee charge thereafter.

New Business

Marathon Canoe Racing – Darryl Spencer - Discussed email asking the possibility of Marathon Canoe Racing B.C. going with the insurance carrier with CORA. It was decided that Cora does not have sufficient resources to take on another division to our current membership.

Action Item: Jan to respond.

Safety Manual - Lisa Robertson and Florida Town will work together to complete.

Race schedule in general – Require some online discussion regarding race statistics sent out by Jan. Why are demographics shifting to less women and men teams with more mixed teams? Too many races, not enough races, etc.

Next meeting set in Sunday, June 25th at 7:00 pm PST



CORA Executive Meeting MINUTES

July 30th, 2006

Next teleconference: September 3, 2006 - 7:00 pm

Present

Jan Chavarie
Dave Del Rizzo
Donna Harrison
Steve Palmier

Jericho Outrigger Canoe Club
Penticton Racing Canoe Club
Gibsons Paddle Club
False Creek Racing Canoe Club

Absent

Cindy Parkin
Lisa Robertson
Florida Town

Lotus Canoe Club
Ocean River Paddling Club
Unaffiliated

Old Business

- **Age Averaging** – Document distributed by Jan to all CORA rep's for club discussion.
- **World Sprints** – John Roberts and other interested persons have not yet been contacted. It was decided a separate teleconference should be held with Dave, Jan and Donna to discuss how to move forward. Information needs to be in place for presentation at the AGM. **ACTION:** Donna to initiate meeting date with Dave and Jan
- **Coaching Clinics** - It was decided Lori will do the change clinic as planned at the Vernon Freshwater Challenge. Adrienne's clinic had been arranged for interior paddlers in advance. It was decided that Bridges would be a steering clinic. Lisa to confirm this with the club. It was discussed that Brent Bagnell maybe approached to conduct the clinic.

New Business

1. **IVF Boarding meeting in Sacramento** - Donna attending on behalf of CORA. Travel and accommodations to be paid by CORA. **ACTION:** Donna to provide full report attached to these meetings minutes.
2. **Approval for funds** as race prizes for Canadian Nationals with the addition of prize money for Novice.
3. **Website misuse** – Discussion on the use of the online message board versus the non use of storyboard. It was decided that the web page design needs to be altered to move storyboard to back page and allow more messages to appear on main page. **ACTION:** Jan to discuss with Colleen
4. **Race schedule** – Discussion of current schedule and amount of races versus shift in category attendance. **ACTION:** Dave to put numbers together for Jan to post. Also more discussion for next year's schedule to be dedicated to this year's Technical meeting in preparation for combining a sprint series and perhaps extending racing schedule to a 2 year format.

Next meeting set in Sunday, September 3rd at 7:00 pm PST



CORA Executive Meeting MINUTES

September 10th, 2006

Next teleconference: October 15, 2006 - 7:00 pm

Present

Jan Chavarie
Donna Harrison
Florida Town
Lisa Robertson

Jericho Outrigger Canoe Club
Gibsons Paddle Club
Unaffiliated
Ocean River Paddling Club

Absent

Cindy Parkin
Dave Del Rizzo
Steve Palmier

Lotus Canoe Club
Penticton Racing Canoe Club
False Creek Racing Canoe Club

Old Business

- **Age Averaging** – 16 responses received from various clubs show majority do not agree with implementing age averaging. Results to past back to club reps then posted online.
- **Sprints Initiative** – Teleconference to happen after Length of the Lake with interested parties. **ACTION:** [Donna to initiate meeting](#)
- **Coaching Clinics** - Lisa will confirm if a steering clinic will happen during Bridges race weekend, or another weekend. It was suggested Jackie may conduct this session.

Jan suggested we hold an additional clinic as we have money available, and as Jackie is planning a sprint clinic, perhaps this can be a Cora Clinic. It was suggested that the Sprint Clinic might happen the afternoon after Lotus Sprints. **ACTION:** [Jan will approach Jackie on both clinics, and ask Lotus if they would agree to have the sprint clinic that weekend.](#)

- **Race schedule** – Jan has prepared a Race Survey for distribution to all clubs and Cora members. The survey asks questions to begin addressing how to change next year's race schedule to promote more racers. The results will be used at this year's Technical meeting.

New Business

- **Cora Cup Standings** – Lisa reported on the cup standings and proposed an additional award. Efficiency awards are used in rowing regattas to allow smaller clubs. More discussion on this award will happen at the Technical meeting.
- **Annual General Meeting** - To be held November 19th, and the Technical meeting the day prior (November 18th). Jan suggested using Jericho's meeting room (free). **ACTION:** Jan will post AGM dates
- **Featured Paddler** - Jan suggested we ask someone at each club race to be a volunteer photographer. They would take pictures of racers and conduct informal interviews for the featured paddler. This approach may make it easier to see new faces on the web site on a regular basis.

Next meeting set in Sunday, October 15th at 7:00 pm PST



CORA Executive Meeting MINUTES

October 15, 2006

Next teleconference: to be announced after the AGM

Present

Jan Chavarie	Jericho Outrigger Canoe Club
Donna Harrison	Gibsons Paddle Club
Florida Town	Unaffiliated
Lisa Robertson	Ocean River Paddling Club
Dave Del Rizzo	Penticton Racing Canoe Club

Absent

Cindy Parkin	Lotus Canoe Club
Steve Palmier	False Creek Racing Canoe Club

Old Business

- **Sprints Initiative** – Formation of new Sprint Council. Dave, Jan, Florida and Jan attended a teleconference with John Roberts, Lynda Roberts, Nancy Botting (Wai Nui Canoe Club), and Wendy Perkins (Wai Nui Canoe Club). The core group will be: John – Chairman, Donna – Cora Liaison, Sheila Kuyper. A representative from each area will communicate to area clubs and other committees will be tasked. Hugh and Florida are spear heading Junior Development. John will have a full report of the council's direction ready for the AGM.
- **Coaching Clinics** Waters Edge was hired to perform the steering clinic on Sunday after Bridges race. The maximum size for the clinic would need to be 18 paddlers. Since the costs were higher than Cora's clinic budget allowed (\$50 / paddler), it was decided to discount the rate to \$35 / paddler. Cora's cost will be \$270 (\$15 x 18). Canoes, coach boat and meeting room was also required and supplied by Ocean River. Cora to reimburse for the cost of the coach boat if needed.

There followed a group discussion regarding the intent of Cora sponsored clinics. Original intent was to offer free clinics to as many paddlers as possible. Because this clinic was on water as well as classroom. Waters Edge gave a maximum of 18 paddlers. This created a waiting list of paddlers who wished to attend. It was felt that there may have been other options to provide a steering clinic that did not require so much effort from the club or cost to paddlers.

It was decided that future clinics may involve costs and/or maximum attendance, but should be discussed by the board before advertising.

- **Race Survey** – There were approximately 35 responses to the survey. As there were several responses to each question, Jan will give each board member a question to summarize. The survey will then be compiled for deliver to race directors to assist with their 2007 race schedules.
- **Annual General Meeting** – Donna will produce the agenda's for the AGM and Technical meeting based on last years format and the addition of agenda items as discussed. Change of bylaws to extend board members terms to 2 years will be added as well as a proper resolution vote for last year's change to the number of Directors required for the board.
- **Featured Paddlers** – Donna provided 2 feature paddler interviews taken at the Lotus Sprints. Dave will do the same at the Bridges race.

New Business

Financial Report – Jan reported we have \$12,000 currently in the account. It has been recommended that we purchase (2) \$5,000 term deposits to re-establish the contingency fund. Money was needed last year from the reserves to pay for increased insurance costs. Insurance costs did not increase this year.

Penticton 2012 Committee - Dave will arrange an online meeting with the principal people for this committee prior to the AGM. Brent Bagnell, Alan Carlsson, Neda Jos, and Donna Harrison to attend. The 2012 committee would like prior confirmation from Cora to proceed with funding and sponsorship. Cora would like to ascertain the goals and intentions of the committee prior to commitment. Donna will draft a reporting structure.

Eastern Regional Cora Rep – Donna has asked members of the Eastern clubs to canvass for someone to sit on next year's Cora board.

Junior Development – Florida is talking with schools on the possibility of introducing outrigger canoe. There are many factors that need to be explored and Florida will provide a short report on progress at the AGM.

Technical Meeting Topics – Donna will provide an agenda for this meeting. There was discussion regarding overlapping races for the 2007 schedule and how the board would determine which race to sanction. Jan will review the race requests prior to the meeting and if needed discuss with the board online.

Next meeting to be announced after the AGM



CORA Executive Meeting Minutes

December 10th, 2006, 7:00 pm

Next teleconference: TBA in January 2007

**Donna Harrison
Carmen Leung
Brian Webster
Doug Mancell
Cindy Wright**

**Gibsons Paddle Club
Pacific Reach
Gorge Rowing and Paddling
Lotus Sports Club
Ocean River Paddling Club**

Absent

**Lisa Robertson
Meghan McDougall**

**Ocean River Paddling Club
False Creek Racing Canoe Club**

The board agreed to assign the executive positions as follows

President – Donna Harrison
Vice President – To be decided
Secretary – To be decided
Treasurer – Geoff Lucas with assistance from Carmen Leung
Membership – Carmen Leung with assistance from Cindy Wright
Communications – Brian Webster
Education – Lisa Robertson

The following directors will assume active roles for the following committees

Junior Development – Doug Mancell
IVF Rep / Sprint Council – Donna Harrison
Statistician / Cora Cup Points – Dave Del Rizzo

Committees currently in place

Sprint Council - John Roberts, Sheila Kuyper, Donna Harrison and Area Reps
Penticton 2012 – Brent Bagnell, Neda Jos, Dave Del Rizzo, Alan Carlsson
Junior Development – Doug Mancell, Florida Town, Lynda Roberts
Media & Marketing – Florida Town, Rob Varnell

Old Business

Membership Report – Jan has updated all online forms to reflect the new daily fee and the overdue fee for club fees paid after May 1st. Jan has also provided some Cora Notes that are valuable for new executives.

ACTION ITEM: Need to locate someone from the Interior to help record membership fees for this area. Donna will ask Kathryn Ginther and Dave Del Rizzo

Communication Report – Donna will be adding a Featured Paddler form for download by anyone wanting to approach paddlers during races or club meetings.

New Business

A new teleconference number has been obtained specifically for Cora's use. The invoice will be sent to Cora directly from Telus. The cost is currently .25 per minute. A contract rate of 10 cents per minute is available but we must commit to spending \$2000 per year. We do not intend on spending this amount.

ACTION: Donna will contact Telus to determine if the invoice can be auto-debited. Carmen would just need to confirm date and time for monthly statements.

Malia Mold - The mold being stored at the Calmar site will be moved to Lotus's clubhouse for storage. Doug was able to find some good history on the origin of the Malia mold and it was determined it should be preserved.

The history will be confirmed and shared with all Cora members.

Insurance coverage for clinics - Lotus has been asked to provide proof of insurance by the City of Coquitlam for water clinics hosted by Lotus.

ACTION: Donna will contact AllSport and ask they send a letter confirming proof of insurance

Doug asked question regarding Cora providing insurance for Dragon Boats. This was discussed at previous meetings and during the AGM. It was confirmed that Dragon boats are not covered under the Outrigger Canoe policy.

CKC Opportunity - There is an opportunity for major funding if we have some tie to CKC. It has been suggested to the Sprint Council to pursue this with a conversation between Cora and CKC. It is understood there may be some negative member history from wanting Cora to become a National Sports Organization under CKC umbrella. This is not the intent of discussions.

ACTION: Donna will be contacting the CKC B.C. Rep for opportunity discussions in the New Year.