

# CORA EXECUTIVE MEETING MINUTES

WEDNESDAY FEBRUARY 5 2014

**Present** - Gralin, Paul, Cindy, Graeme, Lynda, Nikki, Rob, Carmen, James, Leanne

8:00pm Meeting called to order. Minutes of last meeting approved

**Safety Policy review** - Cindy, Nikki, Eric & Leanne hope to have review wrapped up by Feb 10<sup>th</sup>. Safety Policy review to be fully completed by April.

Action Item: Cindy to collate a list of structural changes and then the group will consider actual content changes.

**CORA Membership** - To date, 653 individual memberships have been received, about 50% of our annual total. Online enrolment of individuals is up. Emails have been sent out reminding Clubs and individuals that forms/fees are now due.

**Finance & Budget** - Report on Financials presented by Rob with significant preparation input from Sharon. Year end Financials were sent by Rob via email, discussion by board. We are still under spending grant monies and must encourage clubs more to apply. Rob voiced concerns of under spending by the organization. Sharon will remain on as banking signatory.

**Communications & Website** - Grants information is updated and on the website as well as on our Facebook page.

Action Item: Paul & Graeme continue to discuss website changes/improvements including a template for online club registration.

**Grants & Clinics** – Clinic/Education Grant revisions complete. These have been divided into two separate forms for reasons of simplicity and clarity. There has been some club interest in these grants already.

**Short Term Development/Videos** – Tabled. Awaiting update from Laurie

**Long Term Development** - James has presented a document to Cindy for review. Some highlight items include: how do we attract *new* paddlers, governance, & promotion. Cindy commented that this is a great start to confront the issues; the next step is to form a committee to work on a document for board consideration.

Action Item: Cindy & James to discuss potential committee members then James will invite the selected members to participate.

**CORA By-Laws** - Changes/approval will be wrapped up via email.

Action Item: Rob/Carmen will get an update from Sharon on the state of the a) continuance and b) the bylaw changes

**Novice Racing & Juniors Cup** – Progress slow. Discussion included possible scholarships and who would be good fit to sit on committee.

Action Item: Cindy and Rob to discuss possible list of recruits to sit on committee as well as a framework for proposal.

**New Business** – No new business

**Adjournment** – 8:52 PM

**Next Meeting – Wednesday, March 5 2014 8:00 PM**