



CORA Meeting Minutes

Wednesday, December 3, 2014 8:00 pm

Chair: Cindy Wright

1. Welcome and roll call
Attendees: Gralin Doubleday, Ron Chin, Leanne Stanley, Lynda Roberts, Kristine Malmqvist, Graeme Galves, Rob Varnel, Paul Pilon, Cindy Wright, Don Mulhal, James Hill
2. Adoption of Minutes
 - a. October Board Meeting
 - Motion by Cindy seconded by Lynda for approval. CARRIED.
 - b. November AGM & Technical meeting
 - Technical Meeting
 - No issues.
 - November AGM
 - ADD: Mitch Palmer in attendance from Calgary
 - Motion by Cindy seconded by James for acceptance of both Technical and AGM Minutes. CARRIED.
3. Approval of 2015 Budget
 - a. Review of budget – Rob – same as AGM, intent to balance budget with additional spending. Assume equal or greater than 2014 revenue. Combine Board and AGM expenses (**increase combined total to \$1750**). Junior Travel Grant increased to increase participation.
 - b. Clinic Grant – under spent. Increase allowable amount to \$600. **Action Item: Lynda to create a new form for Clinic grant and present at next meeting.**
 - c. Medals and Awards – purchase of new trophies for missing categories. **Increase to \$1000.**
 - d. RME Grant from **\$9000 to \$12000**
 - e. Training Video – new resource for producing videos could be required. **Action Item: Cindy to explore and report back to the board.** Change this **line item to Short Term Initiatives and amount to \$750.**
 - f. Travel Grants – **increase to \$8000**

- g. Vote to add line Item for Travel to International Races – defeated at this time, need to develop criteria before allocating funds.
 - h. Participation Grant – **increase to \$150**
 - i. Junior and Novice Racing Grant – Tabled to New Year. May be considered under Long Term Planning.
 - j. **Rob to prepare revised budget for voting next meeting.**
4. Preparing the board for 2015
- a. Primer for Board Members
 - Email discussion is important, it's the way we communicate and decide many issues. Check and respond to your emails in a timely fashion.
 - Board Members' job is to work within the framework of the board.
 - b. Discussion of Board Roles and assignment of positions
 - Gralin – President
 - Rob - Treasurer
 - Lynda - IVF Representative
 - Kristine - Recording Secretary
 - Don - CORA Cup Points Coordinator
 - Ron - Approve and Track Grants
 - Paul and Graeme – Communications
 - James - Long Term Development
 - Cindy – Past President
5. Continuing business
- a. Website rollover
 - Yearly maintenance will shut down the website including payments in the month of December, target to be back on line January 1.
 - b. Financials
 - **Action Item : Rob and Cindy to discuss to volunteers for cheque signing, report back next meeting.**
 - Ahead of budget \$4000 in membership fees. Budget results at year end +\$9000.
 - Need to assign a new Business Secretary
 - c. Sprint Update
 - Report sent by Lynda to the Board.
 - Motion: Apply for Group A Status. Motion by Cindy seconded by Leanne for approval. CARRIED.
 - d. Communications: options for communicating with members and receiving feedback on the drafting issue
 - **Action Item : Paul & Graeme will investigate options and present a proposal in engaging the membership to receive feedback on this issue at the next meeting.** Colleen will be included in plans.
 - e. Other business
 - N/A

Adjournment : 9:30 pm PST