



CORA EXECUTIVE MEETING AGENDA

Monday, December 6, 2010

8:00 - 9:00 pm

A) Welcome - Roll Call

Sharon Runghen

Nicole Thelin

Cindy Wright

Rob Varnel

Mel Whittal

Leanne Stanely

Ron Pronger

Aileen La Borie

Ryan Pogue

B) Additions to and Adoption of Agenda

Agenda was adopted as is, Nicole named secretary

C) Approval of Previous Meeting Minutes

AGM Meeting minutes - Cindy Commented on last line on travel grants as there was some confusion on eligibility, it was never intended when set up to be strictly for CORA cup events, however; due to a limited budget some restrictions were put into place.

Limit – Travel on a ferry or over 100 km with a trailer. This is now paid for CORA sanctioned races only. Clarification was made and minutes were approved as is.

D) Board Positions

1. Insurance – Mel Whittal /Aileen La Borie

- Clarity on what prescribes a club? (5 people, 10 people) All Sport is not too concerned on the definition but they want to make sure they are getting paid for each member. If you were racing you had to be a CORA member, All Sport said that if you are part of an outrigger club you need insurance.

1-Concern is for insuring clubs that have minimal members

2-Clubs wanting to host a race with no members

- Recommendation is that unless all your members are prepared to be members of CORA do not join CORA as a club.
 - Getting the permit too early... you don't exactly know who you need to indemnify until close to the race. Need to be organized and have information all together for All Sport.
2. Finance – Sharon Runghen/Ron Pronger
Cheque signers - Sharon Runghen/Jeannie Law/Julie Brooks
 - Cheque signers will go to the bank and get 2 bank cards, 1 is for membership.
 3. Rules and Regulations – Cindy Wright (New position)
 - Updating rule book
 - Communicating new rules to paddlers
 - Cindy will speak with Shane about race rules
 4. Sprint – Donna
 - Regular schedule of reports was encouraged to ensure accountability for the Sprints.
 - Linda Roberts in Calgary running 2012 Sprints as a separate committee will give us monthly updates starting middle spring next year.
 5. Ryan to stay on for at least 1 year as past president. Title Roll
 6. Ron can will track CORA CUP points. Take over from Cindy
 - Clarify rules - Points awarded on finish and participation
 - Addition of small boat CORA cup addition
 7. Cindy will assist with Membership on the island
 8. Leanne will continue on the website

E) Vice President

Leanne Stanley recommended for Vice President- Eastern Voice
Motioned by Rob, seconded by Mel

F) Miscellaneous items

- Race applications are missing on the site? (Who knows how to go on site and change?)
- Who is receiving club applications and race proposals? – Jan is probably checking mail box.
- Meetings will take place on the first Wednesday of every Month at 8pm.

G) Next Meeting – Wednesday, January 5, 2011 @ 8pm



CORA EXECUTIVE MEETING AGENDA

Wednesday, January 5, 2011

8:00 - 9:00 pm

A) Welcome - Roll Call

Cindy Wright
Leanne Stanley
Mel Whittal
Nicole Thelin
Rob Varnel
Ron Pronger
Ryan Pogue

B) Additions to and Adoption of Agenda

Agenda adopted as is

C) Approval of Previous Meeting Minutes

Change – Travel Grant for CORA CUP races only, Approved with change.

D) Insurance Update

Rob met with All Sport, managed to get better coverage for less money. When someone steps their foot in an outrigger and goes out, they should be insured. In the past you needed to sign a waiver and pay \$25, this protects all paddlers, guest paddlers included (practices only). Blanket coverage for over 1,300.

CORA sanctioned event is an event that this board and/or future board agrees is a real race. If you are traveling and it's a sanctioned race, and you inform CORA you are travelling out of the country there is coverage. If you go to Hawaii or California and it's a real race, send a list of paddlers to CORA and you will be covered under the All Sport coverage (CORA will forward list to All Sport). Concern for out of country races where conditions may be rough, what if there was a claim that would increase overall rates for Canadian racers for an out of country race? May be easier to pay \$10 and get separate individual coverage. One of the reasons for CORA is to protect the paddlers. Third party liability insurance – you have to prove negligence.

Alcohol at events – we were covered to have social events that included award banquets. (50 table at hotel with podium) They have re-worded to include social

events wherever they happen, if there is going to be alcohol present and served, we must get a separate insurance policy from All Sport. Clarification needed for awards held at licensed premises.

If clubs have not taken out insurance, can your paddlers be insured? Yes, it is considered individual membership regardless of the club. Prepaying the insurance ensures coverage; possible idea brought up to have all clubs pre pay next year membership dues at the AGM.

E) Update on Blip TV

No update at this point.

F) Financials

Cheque needed, Rob will contact Jan who is still a chq. signer

Will receive an update next meeting from Sharon, financials were just received from Jen and the signing authority has not been updated.

G) Bank Cards

Sharon has not been to the bank

A bank account also has to be opened for Donna

H) Club Membership

No club memberships received, Jan may have them, a little early.

I) Race Schedule

Look at website to ensure dates are right and CORA cup races are correct. Updated schedule will be sent out as soon as possible.

J) Sprint Updates

Donna speaking to Kamini regarding selection and trials. Information needs to be sent out as soon as possible so paddlers know what to expect. Final selection for last 2 seats will be held in Calgary to test the race course.

Update required for the Canadian Sprint Team and the race itself.

K) Mail – Membership forms - Updating Club Reps

Extra bank cards need to be obtained to deposit membership money

L) Misc.

a. Strategic Plan

What does CORA look like in 10 years? Leanne to start off with a few thoughts and we will build on.

b. CKC

If you are over the age of 24, you are not required. They are looking for young Olympic athlete potentials. They want our membership but they don't know what to do with us. Focus is on Olympic development.

Paralympics are now bringing outrigger sprints as a demonstration sport. This will give us access and credibility. Is this something we should take on? If partnering with CKC we bring a great deal of knowledge to them. We could possibly use B, provincially, to determine what both sides could gain. (i.e. – coaching modules) Prior stumbling block with BC-CKC was our safety policies.

What legacy do we want to leave for future boards - we have in the past tried to have conversations with CKC and this is where we should continue, this can determine territories (who does what.) Need to start communication with Donna to get kids excited about Calgary! We must have a junior team for Calgary. We need an affiliation with a NSO to get kids involved. We need this to get funding to support junior programs.

Rob is going to call BC CKC and start a conversation with Mary Jane regarding this model and the possibility in other provinces.

c. Coaching Module

Will discuss at a future time

M) Next Meeting – Wednesday-February 2, 2011 @ 8pm



CORA EXECUTIVE MEETING AGENDA

Wednesday, February 2, 2011

8:00 - 9:00 pm

A) Welcome - Roll Call

Cindy Wright
Leanne Stanley
Mel Whittal
Nicole Thelin
Rob Varnel
Ron Pronger
Sharon Runghen
Aileen LaBorie

B) Additions to and Adoption of Agenda

Agenda adopted as is with the addition of items N & O

C) Approval of Previous Meeting Minutes

Approved as is

Old Business

D) Update on Blip TV

Will be discussed at a future time

E) Financials

Sharon will have a financial report at the next board meeting. New temporary bank cards are on hand and will be distributed once the permanent ones are received. New account opened for Sprints \$ 10,000 needs to be transferred to the account. Signing authority was also switched over.

F) Club Membership

19 clubs have paid membership; continue to work gathering the remaining clubs membership fees.

Focus now on individual membership **423** as of Jan 24th.

G) Race Schedule

Race schedule approved as of now

H) Sprint Updates (Attachment from Donna)

Regional Sprint Development = Discussion with regards to how the \$4,000 budget was created? Looked at prior year's expenses and came up with an amount. Donna does not have a bank card; money will be given to Donna once expenses are submitted. Discussion took place with having Donna create a budget to justify this amount; however, with control over the account, full details will be accessible by the board so this is not necessary.

Calgary 2012 World Sprints = \$10,000 seed money - 5,000 grant and 5,000 forgivable loan (Only paid back if event is profitable.) End of the games 5,000 chq should be paid back as well as 50% of any additional profit.

Need to find a copy of the signed agreement between Calgary and CORA.

Wording clarification sent to Donna to ensure a concise cohesive document is created to reduce any misunderstandings from readers.

Updates from Calgary regarding the 2012 Sprints was discussed, we will see what comes from the meeting in May and then request updates specifically closer to the event.

I) Mail – Membership forms - Updating Club Reps

Forms are given to Aileen by Jan. Aileen is on top of this, and it is running smoothly.

J) Strategic Plan

Will try to plan a face to face meeting if possible and/or a separate 1-2 hour call to focus on the Strategic Plan.

K) CKC

Mel has left messages with MJ, but there has been no reply as of yet. IVF and ICS are getting closer and closer together, this is a longer term plan that will be discussed with the Strategic Plan.

L) Coaching Module

Include discussion in the strategic plan.

M) All Sport Insurance

Alcohol at the awards ceremonies. If awards are held at licensed premises, what coverage is required? Answer: Award gigs in recognized establishments are protected. Parties on beaches or at homes are not.

New Business

N) Interesting Insurance Conundrum

OC1's are usually covered under her home insurance for theft and damage, attached as a rider on the policy. Boats are insured if you move it to a club, but not insured if you are racing. CORA does not cover boat insurance; it is only third party liability.

O) Board Members free CORA Membership

Should the serving board have to pay the CORA Memberships?

It was motioned and seconded that this would not be accepted by the board.

This was seen as self serving, discussion surrounding possibly having the board thanked at the National event annually, it was agreed that as a volunteer position it was not appropriate to receive any sort of financial compensation.

P) Next Meeting – Wednesday-March 2, 2011 @ 8pm



CORA EXECUTIVE MEETING AGENDA

March 3, 2011

8:00 – 9:15

A) Welcome - Roll Call

Cindy Wright

Leanne Stanley

Mel Whittal

Rob Varnel

Ron Pronger

Sharon Runghen

Aileen LaBorie

Absent: Nicole Thelin, Ryan Pogue

B) Additions to and Adoption of Agenda

Agenda adopted with the addition K. Meeting times

C) Approval of Previous Meeting Minutes

Approved with changes to item I, it should read "Forms are given to Jan. Jan is on top of this, and it is running smoothly.

D) Update on Blip TV

Will be discussed at a future time

E) Financials

Sharon gave a report on the financials circulated. There was discussion on the amount CORA was going to fund nationals and it was agreed that the funding should be a maximum of \$1,500.

Sharon is to get hold of Donna to see if an explanation can be made for the loss due to the Sprint uniform line item.

The debit cards are working great.

New bank cards will have to be sent out.

F) Club Membership

Almost all clubs have paid their memberships dues.

We have a new club on the Island. Maple Bay, they have about 20 members so far.

G) Sprint Updates (Attachment from Donna)

A copy of the agreement between CORA and Calgary was found and discussed. CORA will ask for regular updates from Calgary to keep the current board informed. There was discussion on CORA being present at the event promoting the association.

H) Strategic Plan

Rob, Leanne, Aileen, Sharon to meet Saturday afternoon after the March Madness races. Notes of the discussion will be brought to the next board meeting.

I) CKC

Cindy brought up that there may be an OC coaching manual being developed outside of CORA. Cindy to bring any information to the next meeting

J) Boating Rules Article

This could have a big effect on all clubs. All boats may have to be registered with the government and a fee paid per boat.

Cindy is to keep watch and let us know of further developments.

New Business

K) Board meeting times

As Leanne is moving back to Ontario it was decided to move meeting times to 7:00 PM Pacific Time.

L) Next Meeting – Wednesday-April 6th at 7:00 pm



CORA EXECUTIVE MEETING AGENDA

Wednesday, April 6, 2011

7:00 - 8:00 pm

A) Welcome - Roll Call

Nicole Thelin
Rob Varnel
Cindy Wright
Leanne Stanely
Sharon Runghen
Ron Pronger
Mel Whittal (partial)
Absent: Aileen LaBorie/ Ryan Pogue

B) Additions to and Adoption of Agenda

Agenda adopted as presented.

C) Approval of Previous Meeting Minutes

Cindy motioned to approve the previous meeting minutes as presented, seconded by Leanne.

Old Business

D) Update on Blip TV

Will review at a later date

E) Financials

- Membership fees went up \$3,000 on the Income Statement resulting from an excel sheet error
- Sprint negative amounts will be cleared out in 2011 now that we have a separate Sprint account. \$4,000 transferred into that account, and a \$10,000 cheque being sent to Calgary for the Sprints.
- Discussion about possibly doing short term cashable term deposits

Rob motioned to approve the Financial Statements for the year ending December 2010 as revised, seconded by Cindy.

F) Club Membership

- 748 paddlers paid, 27 Clubs
- Discussion took place about creating a policy document for new clubs to inform them of the rules and regulations of being a CORA member

G) Sprint Update - E-mail was sent out prior to meeting (March Report attached)

1. VF Meeting in Calgary last weekend of May, Donna is looking for approval for her and either Rob or Leanne to attend. Included in the \$4,000 sprint budget. Rob would only be able to attend the Sunday due to the Jericho race, Leanne does not know if she is able to attend.

2. Move Western Championships (junior time trials) to Calgary – October 1-2.

Idea to have a dry run through before hosting the Nationals.

This is just a sprint regatta with the junior time trials. Official team trial will be in May and is determined by the amount of paddlers in each region. There are some negative responses to one time trial; however, it was discussed and concluded that different time trials in different regions are too difficult to compare.

Discussion took place with regards to CORA not being in the loop of the ideas and decisions of the Sprint Counsel. It was agreed that the ideas are good, but the ideas need to be vetted by 3 or 4 regional paddlers to ensure paddlers are supporting their decisions.

We need to have the Sprints promoted!

Rob motioned to move the Western Championships to Calgary, seconded by Leanne.

3. Training opportunities, regional Sprint Training Proposal turned down by prior board, instead of regional training centres; we will give a grant for people who do not have access to those clubs that have the boats.

No one knows about the \$500 grant, people are confused at this time. Cindy is going to draft up a form. \$500 per club for those clubs who have non-club CORA members using their boats for training purposes. To subsidize repairs and damage to those boats used for sprint training. This will be distributed accordingly, it is not a flat \$500 grant to each club with the race boats.

H) Strategic Plan - Summary of Meeting

Rob, Leanne, Aileen and Sharon (Grace and Doug from Lotus sat in for the first part of the meeting)

1. Coaching Development

CORA should develop a coaching module to develop a consistent standard level of coaching. Most National Associations own the certification process; we need to ensure that whoever writes this it must result in CORA owing the certification

process. Whoever writes it is under contract to develop a national certifiable standard.

NSO - If we become affiliated with one, we will have access to their coaching modules.

2. Youth Development

This needs to be promoted as a 'Sport for Life,' it needs to be strategic, we can not just throw money at the clubs to encourage them to develop youth programs.

If we had certified coaches, we could eventually be able to better strategically plan this. A review of the demographics will be conducted to see the avg. ages of NEW paddlers.

3. National team program for Distance Paddlers

Outrigger is built on the backs of the club; club input is required before further consideration. It could result in internal strife within the clubs for taking top paddlers to go race with the National distance team.

4. Public Presence

CORA needs a public presence to inform the public of what we do and who we are.

How do we increase exposure? Local papers notified of events, club signs?

A post will go up on the CORA page looking for someone with Marketing and Public Relations experience to assist CORA in increasing their public awareness.

Challenge to promoting the sport includes different club challenges:

- Lack of novice programs
- Resources and Infrastructure
- Coaching

I) CKC

- Coaching Module

Cindy contacted Alan Carlson who was meeting MJ the next day.

Initial hesitation was a result of CKC not knowing what to do with CORA as an entity. Now with the Paralympics CKC and CKVC are looking very positively at the ability to form some sort of alliance with CORA.

With respect to the Victoria Youth Paddling Club, Entry Level Competitive Coach (ELCC) has a sprint component. Alan is coming to teach an ELCC with a slightly bigger focus on Outrigger. Cindy will sit in and audit the training in May. Rob will contact Rod and/or MJ to continue communication.

New Business

J) Next Meeting – Wednesday- May 4, 2011 @ 7pm

March 2011 - Team Canada 2012 Sprint Report

Budget Breakdown - \$4,000 was slotted for the 2011 budget and to be deposited to the new sprint account. The account will allow better records of money deposited and expenses paid. All revenues collected for time trial registrations, racing fees and team uniforms will be deposited to this account by the assigned depositor. All expenses approved for payment will be written against this account. PayPal deposits from sprint revenue will also be directed to this new account.

\$10,000 donation/loan is a separate item approved and should have been sent to Calgary Canoe Club.

CORA has usually sent an IVF representative to the IVF AGM's as Canada has one vote. As we are hosting next year, I would like to recommend that we also have either the President or Vice attend.

Expenses	
IVF Membership Fee	\$300
IVF AGM attendance	\$1000
Western Canadian Championship	\$1000
Eastern Canadian Championship	\$1000
IVF AGM attendance (2 people)	\$700
TOTAL	\$4000
Revenue (expected participation)	
Western Canadian Championship (\$20 x ~80)	\$1600
Eastern Canadian Championship (\$20 x ~ 40)	\$800
Western Junior Time Trials (\$10 x ~ 40)	\$400
Eastern Junior Time Trials (\$10 x ~ 20)	\$200
TOTAL	\$2000
(Cora membership fees to be deposited in CORA general account)	
BALANCE	+\$2000

Junior Time Trials - To save the traveling costs in 2012 to time trials and world sprint event, we would like to hold the junior time trials during the Championship races. This will give juniors the opportunity to train and plan longer for August 2012. All other categories will have their time trial in May 2012.

Top Eastern and Western Juniors will be assigned to their national teams during the practice days prior to the world event based on times. Any juniors who wish to stay with a pre-established team may also do so and forgo being in the top national boat.

I will be contacting individual clubs who have a junior programs for outrigger, sprint canoe or dragon boat. Marketing posters will be sent to encourage junior coaches to consider the 2012 world event.

Western Canadian Championship - Currently set for October 2nd weekend. Venue has not been confirmed, but 2009 was held in False Creek at Science world and worked well hosting many out of town paddlers. This will be a CORA hosted event with OC1 and OC6 sprints as well as junior time trials.

Boats may possibly be supplied by the 2012 World Sprint committee, and also help from Pogue Sports and False Creek Canoe Club.

Eastern Canadian Championship – Currently working with Kim Prince from Wai Nui to find a suitable venue and date. Once we decide on venue and date, (soon) marketing posters will be sent to clubs in Ontario, and Quebec as well as clubs with junior programs. If numbers show not large enough to hold a 2 day event, I have suggested we have Wai Nui host a Sprint clinic the day prior to the race.

V1's will be available to the 2012 World Sprint Committee this May and it was agreed that some boats could be shipped to Toronto for junior time trials or training if the interest was there. Pogue Sports may also help source out suitable boats for the CORA event.

Intent to Compete - Online registration has been open since January and has 66 paddlers registered. Additional marketing posters will be sent to CKC clubs throughout the year.

Sprint Clinics – As there is a Cora Clinic grant, I will be encouraging clubs to hold an open sprint clinic for new sprinter this spring.

2012 Time Trials - We feel May 2012 is a suitable time to hold the trials. At this point it would be in Vancouver based on the largest amount of registered paddlers. I hope to encourage Eastern paddlers to register in large number. Who knows! Maybe we all have to go to Toronto next year :))