



**CORA Meeting Minutes
Wednesday Aug 2, 2017
8:00 PM PST (9:00 PM MST)**

- Welcome and Roll Call
 - In Attendance: Nicole, Rob, Graeme, Gralin, Ron, Lynda, James, Leanne
 - Regrets: Don, Paul, Marianne

- Adoption of Last Month's Minutes (**Moved by Gralin – members need some time to review, and will likely do so over the course of the call tonight**)

- Confirmation of Agenda/Add New items (**Moved by Gralin – accepted with addition**)
 - Nationals Review

- Standing Items
 - **IVF Representative Update – Lynda**
 - Registration of paddlers interested in competing on at 2018 World Sprints is going well.
 - James and Leanne are assisting Lynda as part of the 2018 planning committee. They may require additional help, not necessarily from CORA board members.
 - Additional age categories might be introduced (e.g., 50+, etc.)
 - **Financials/Treasurer Update – Rob**
 - The financial reports were distributed prior to meeting and Rob gave a verbal overview. We are not spending all of the money we are bringing in.

- Rob motioned to reinvest the \$10,000 GIC that matures in July for a 1 to 3 year term. Gralin seconded it.
 - **Membership Updates – Gralin**
 - There are nearly 1400 CORA members. A couple of new/returning clubs brought us to 36 CORA clubs.
 - Gralin is working on some initiatives to increase membership.
 - **Grant Updates – Ron**
 - Ron gave an overview of the CORA grants updates he emailed to the board yesterday, comparing how much was allocated for clinics, coaching education, RME and travel grants versus how much has been paid to date.
 - Not all of the 2017 grant money budgeted has been spent yet. There are funds that may be allocated to new grant applications.
 - **Communications & Technical Update – Paul**
 - See action item #12
 - **Coaching Resources – Marianne and Leanne**
 - Tabled
 - **Juniors Support – Marianne**
 - Tabled
 - **Additional CORA funding – Gralin, Graeme, Leanne**
 - Leanne will be putting a proposal forward in Sept for how additional CORA funds may be spent.
 - See action items #8, 9, & 10
- **New Business**
 - **Nationals Review – Gralin**
 - It was recommended some Nationals coverage go up on the CORA Home page
 - Don and James presented the CORA awards
 - Water conditions were exciting and fun
 - Friday night trailering was very organized
 - Race was well attended
 - There were challenges in spotting finisher numbers and in using Webscorer, and this resulted in some errors in the race results. CORA Crew and Club Cup points tracker will not be updated to incorporate corrections needed to be made to the Nationals results unless it positively affects someone vying for the crew cup.
 - **CORA new boat registry/inventory – Gralin**
 - Canoes that were not weighed before were weighed at Nationals
 - Gralin to contact Rob to ask how updating the inventory went

▪ Action items

No.	Assignee	Action Item	Due Date	Comments
Action items identified in meetings prior to Jan 4, 2017				
4	Ron	Create a conflict of interest guideline for the board		Jan 4: Tabled to Feb. Feb 1: Ron will put together a draft prior to the March meeting and send out for input. Mar 1: Ron sent this out today inviting input from the board. Apr 5: Ron still awaiting input and will resend to board. May 10: Ron recirculated it and was requested to simplify these. Jun 7: Tabled to July. Jul 5: Tabled to August. Aug 2: Simplifying per suggestion from Lynda
Raised Jan 4, 2017				
8	Leanne	Provide Rob with a 2017 budget for Coaching Development		Feb 1: no update. Mar 1: in progress. Apr 5: Leanne will prepare. May 10: Not on call, tabled to June. Jun 7, Jul 5, Aug 2: In progress
9	Paul	Provide Rob with a 2017 budget for Communications		Feb 1: no update. Stu's name removed from action. Mar 1 & Apr 5: in progress, dependent on action #12. May 10: Not on call, tabled to June. Jun 7, Jul 5, Aug 2: In progress.
10	Rob	Update CORA budget with the input from IVF, Coaching Dev and Communications, new grant budget numbers (RME, Education, etc.) then redistribute to CORA board		Feb 1: 2017 IVF input added to budget. Still need figures for coaching dev, comms. Mar 1: in progress, dependent on 8 & 9 above. May 10, Jun 7, Jul 5, Aug 2: depends on Action Items # 8& 9 being completed.
Raised Feb 1, 2017				
12	Gralin	Reach out to Paul to plan how Communications & Technical Update work can be carried out		Mar 1 & Apr 5 & May 10: discussions in progress. Reached out and awaiting communication with Paul.

		without Stu, particularly the website initiative (re: replication and updates)		Jun 7: In progress. Jul 5: Gralin & Paul to conference with Jan re “next steps”. Aug 2: Paul, Jan and Gralin to meet.
Raised Apr 5, 2017				
16	Leanne, Marianne	Review and reply to Cindy’s communication re: coaching calendar for CORA site. Identify next steps to put this in place.	Apr 12	May 10: Not on call, tabled to June. Jun 7: Leanne replied. Steps in progress. Jul 5, Aug 2: Still to-do
Raised Jun 7, 2017				
21	Paul	Collect more info from Colleen about how to add additional security to the website		Jul 5: Paul had Colleen purchase and install Wordfence Pro in attempt to increase security. This was previously approved by the board. Aug 2: Trying to identify if this is helping and then will mark as complete
22	Nicole	Distribute the CORA Cup (Club and Crew) points tracker		Jul 5: Gralin will contact Nicole to see where we are at with this. Aug 2: Nicole to PDF document and send to Paul to upload to site.
Raised Jul 5, 2017				
24	Graeme	Discussion to invite new/existing current non-CORA clubs to become member clubs.		Jul 5. Board was in agreement that this is a positive initiative and that clubs well known to CORA, should be invited to join the organization. Aug 2: Gralin would like to see a complete list of clubs/contacts that could be invited to join CORA. Asked CORA members to submit contacts to him.
25	Gralin	Vaikobi PFDs		Jul 5. Discussion of CORA’s position on the regulated use of these pfd’s which are not Transport Canada approved. Aug 2: We’re going to update Safety manual recommendations to reflect race rules.

26	Graeme	Parts & Service providers list		Jul 5. Discussion on what CORA can do to update and better provide information on where/who clubs contact when certain parts/services are required. Aug 2: Can someone volunteer to take this on? Outsource option? The partial list on the website needs to be updated.
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Adjournment: 09:02 pm PST

Next Meeting – Wednesday, Sep 6, 2017, 8:00 PM PT (9:00 PM MT)