



CORA Monthly Meeting Minutes

Tuesday May 7, 2019

8:00 PM PST (9:00 PM MST)

1. Welcome and Roll Call

In Attendance: Jonathan, Erik, Paul, Marianne, Ron, Mony, Lynda and Leanne

Regrets: Graeme, Nicole, Rob, Grace and Don

2. Adoption of Last Month's Minutes (Motioned by Ron to adopt minutes as presented. Erik seconded.) Passed

3. Confirmation of Agenda/Add New items (Motioned by Ron to adopt agenda as presented. Jonathan seconded.) Passed

4. Monthly Meetings – Discussion, decision to go with consensus for each month to determine a monthly date and time.

Suggestion of Tuesday June 4, 2019 as this month's attendees cannot do Wednesdays

5. Standing Items

○ **Review/Updates of Outstanding Action items – Nicole**

■ **See table at bottom of minutes.**

- **Items being worked on: 27, 47, 78, 1, Pre AGM 3, 4, 7, 8 (to be confirmed), Tec 3, 4, 5, 10, AGM 3, 82**
- **Items being done:**
- **Pre AGM 1 – social media sufficient until website completed**

○ **Communications & Technical Update – Paul and Erik**

■ **CORA CUP points tabulation**

- Don, Erik and Jonathan agreed that a consistent team name syntax is the first order of priority. How we roll this out is another matter.
- There is a new form that would become part of the process. Board members were offered the link to test it out. <https://forms.gle/WwVYanfr2oBg6NUf6>
- Add to form:
- Proposed Team Class: Unlimited or Spec and Novice
- Match Team Classes with IVF categories
- Add length of courses – short or distance with spec and unlimited classes
- Once form completed a reply is sent, if you want to make changes you do so at that time
- It is proposed that all race crews interested in being considered for CORA Cup status would be required to register their team names with a consistent syntax. This form (above) would generate the formal CORA Cup name of each CORA Cup team.
- If we can agree that this name generator isn't too laborious, we can go from step one to step two (which is the CORA cup database, which we already have prepared).

JUNIOR/NOVICE STERNS: Discussion around having an adult or experienced stern. Suggestion to bring this up at the Technical meeting.

■ **WEB SITE**

- Erik's team is making progress on the CORA website, populating the new site with all the old archival materials and so on. Once all the content is migrated over we can add the menu architecture on top of it all, which is when you can actually see it. We should be able to replace the website in time for the fall, after high season is over.
- This evening's discussion about the CORA race calendar will be helpful. The new calendar is built, but not populated. The calendar system allows race directors to see events that are listed for the same dates as theirs (for

example) but not yet approved. When they're approved (by the CORA board) they switch to a different status. From the discussions thus far, the new race schedule supports the board's objectives.

○ **Member request to post race on calendar that is not sanctioned by CORA – Grace**

■ Toronto Sailing & Canoe Club has renewed their CORA club membership and has requested that one of their races be added to the CORA schedule. They are not seeking CORA sanctioning but would like the race to appear on the CORA race calendar. Rob suggested that there be board approval for out-of-town non-CORA sanctioned races.

- Motion by Ron - Move to include Toronto racing club on the CORA schedule with a note that this is non-sanctioned.
- 2nd – Jonathan
- Passed, given that the applicant is a CORA club and with good faith to encourage participation in Eastern Canada.

○ **Membership Updates – Grace**

■ The new membership system is working well for club personnel and race directors. The latest queries are being handled by a membership team consisting of Jan, me, Erik, and Jonathan depending on the type of question that is posed. Thanks, team!

■ There are now 1,420 paddlers who have current CORA membership as of May 6; in comparison, last year at this date there were 1,100 members. CORA currently has 38 member clubs with some possible additional interest from Ontario.

■ This year's Lotus Iron is the 30th anniversary of this race but also, since the Lotus Iron was the first outrigger race in Canada, it is the 30th anniversary of outrigger racing in Canada. Lotus has some special things planned for the race to mark this anniversary but maybe CORA wants to highlight Canadian racing history (CORA wasn't incorporated until 1992 so there are a few years to go until it's the 30th anniversary of CORA).

○ **Grant Updates – Ron**

■ RME Grants: No activity

■ Clinic Grants: Cheque (\$600) issued April 19, 2019 to Powell River Outrigger Canoe Society for their April 13/14 stroke technique clinic.

- Coaching Education Grants: No activity

- Travel Grants:

- Cheque (\$193.50) issued April 3, 2019 to ORPC for trailering to/from Crazy 8s.
 - E-Transfer (\$120.00) made to FGPC for trailering to/from Crazy 8s.
 - Apparently ORPC stores its trailer in Sooke which accounts for the extra mileage versus FGPC.
- Sprint Nationals Hosting Grants: Cheque (\$2000.00) issued April 24, 2019 to VYPC for Sprint Nationals Hosting Grant (\$1000.00) and Sprint Nationals Boat Rental Grant (\$1000.00)

- **IVF Representative Update – Lynda**

§ Long Distance: On track. Summer camp planned for Victoria June 29-30 to be run by Leanne and James.

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Team Registration 90% complete, just waiting on some info from paddlers. Lynda in touch with Jonathan to complete payment fees.

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Rick Papineau (Leanne's husband) all set to carry out Area Coordinator duties in Australia, we're in touch to make sure all info is passed along. James and Leanne will support paddlers in Australia.

§ Sprint:

no feedback from Intent to compete form, will check back with Mony, Leanne

and Rob and plan to post by mid May.

§ IVF AGM.

May 31-June 2.

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Voting items: Canada to support the new bylaws. Main changes include USA Mainland to be one member from the current 3, Hawaii will remain its own member.

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Bids for next Worlds. 2021 Distance bid from Samoa, Aug 8-13. 2022

Sprints should be London, no official document yet.

- **Financials/Treasurer Update – Jonathan**
 - distributed
 - The switch to square has provided with better reporting as well.

- **Outrigger Coaching Program - Leanne**
 - will update later

6. New Business

- **Planning 2020 race calendar - Jonathan**
 - Jonathan distributed a document to the board making recommendations for how to organize the 2020 race calendar, proposing some CORA Cup weekends around long weekends and other large paddling events. The board was welcome to add some comments and pose some questions.
 - Suggestion of putting in dates into the calendar now starting with CORA cup.

- Jonathan will start framing race calendar with dragon boat races, IVF and international races to start discussion at next meeting.

- Jonathan’s mandate to pay the developer about 50% of the account now with the rest to follow on after confirmation from the whole board that it is signed off. - Jonathan

- Motion by Jonathan for board to confirm approval of payment to the website developer of 50% of the account that has been rendered as indicated by the email correspondence. Ron – seconded - passed

7. Action items

Action items

No.	Assignee	Action Item	Due Date	Comments
Raised Aug 2, 2017				
27	Rob	Determine how to post and share the inventory CORA club canoes photos and weights for race directors to access		<p>Oct 4: Rob took pictures of boats and took down weights and will find list to send to Gralin. Nov 1: Tabled until the weekend AGM meetings. Dec 6: Tabled to Jan 3. Jan 3: Jonathan working with Rob to consolidate inventory past and present, then this can be closed. Feb 14 & Mar 7: No update. Apr 5: Jonathan recommended in Dec that perhaps all the photos could be stored somewhere accessible to all race directors. Will discuss any follow up actions at May meeting. May 2: Jonathan proposed a permanent sticker with canoe weight for Spec boats. Rob and Jonathan to discuss offline. Jun 6: A few of the CORA board members can discuss at Island Iron.</p> <p>Jul 4: Rob will bring scale to Lotus, Grace will bring sandbags to bring up to 400lbs, Jonathan will help Rob and Grace. There is a canoe # sequence issue (Calgary and Kelowna are the same). Can we get a volunteer to check over and maintain the list? Table for now. Aug 1: No update. (Continued on next row.)</p>

27	Rob	Determine how to post and share the inventory CORA club canoes photos and weights for race directors to access		<p>(Continued from previous row.)</p> <p>Sep 5: Proposed to wait for a new technical solution to be developed for hosting and sharing this information. Oct 3: Need to updated Excel list and then it can be emailed to the race directors at the same time they are emailed the CORA membership list. The only issue that will remain is that there is not a scale at all CORA sanctioned races, and canoe users are not always adding the extra weights. This is becoming less of an issue given the growing number of ultralights being raced in place of Mirages. J&R to discuss offline. Nov 7: The new club policy, where clubs report their inventory as part of annual club membership registration/ renewal should help update this list. Dec 5: No update. Jan 9: A survey has been sent to 2019 club reps to collect this info. We will need a strategy for amassing and sharing the data. Feb 6: No update. Mar 6: Information is currently being collected to be posted on new website. Apr 3: Need to determine if CORA clubs been given a tentative date to provide this information. May 7: No update</p>
Raised Feb 7, 2018				
47	Ron	Outline process for identifying and addressing potential conflicts of interest		<p>Mar 7 - Aug 1: In progress. Sep 5 & Oct 3: No update. Nov 7: Ron is writing up some scenarios. In the meantime, board to bring forward to monthly meetings as they come up. Dec 5 - Mar 6: No update. Apr 3: This will be a chart to identify potential conflicts when director exercise their powers (i.e., vote or make other decisions). May 7: No update</p>
Raised Oct 3, 2018				
78	Ron, Rob	Compare director/officer position descriptions to by-laws before posting pre-AGM.		<p>Nov 7- Dec 5: Ongoing. Jan 9: Ron will look at this in Jan 2019. This action was expanded to cover pre-AGM 13 action item where Rob was asked to also verify generic Director at Large descriptions. Feb 6: No update. Mar 6: Ron will try to look at this. Apr 3: No update, will do before next AGM. May 7: No update</p>

Raised Nov 3, 2018 at AGM planning meeting

Pre-AGM 1	Erik	Work with Communications team to see if push messages / push calendar can be set up to help publicize events (races, clinics)		Dec 5: Proposed for LOTUS / FGPC to be asked to submit blurb with photo and registration links (for example) for January / February. CORA can push via Facebook and club director emails once per month; one month in advance. (Ran out of time to discuss.). Feb 6-Apr 3: No update. May 7: social media sufficient until website completed
Pre-AGM 3	Rob	Ask for volunteer committee to be established to design approach for staged timelines to re-elections	Aug 31, 2019	Jan 9: We will recruit a committee after we receive an update for action item 79. Feb 6: No update. Mar 6: Ron found the summary of the rules per action 79. Last step is to design staged approach for re-elections to take place at next AGM. May 7: No update
Pre-AGM 4	Rob	Ask for a volunteer to review the grant application form to see how to integrate the good standing qualifications (and exception request) discussed at Pre-AGM meeting. This person would work with Erik who has volunteered to do the same with the 2019 CORA Club registration form.		Dec 5: We are short on time to conduct further discussion and confirm agreement on good standing qualification. For 2019, Erik will add a space on the club registration form for the club to provide an inventory of their canoes and trailers. The rest will be ironed out in the new year. Jan 9: We will do a test run to collect info off of grant application form to see how the clubs benefiting from the grants meet good standing qualifications. Graeme will write up what we are trying to do with this initiative to inform CORA clubs of why we are collecting this information by Jan 15. He will also help update the grant application forms to elicit the info. Feb 6: Erik added space on club registration form for canoe inventory. Mar 6: Graeme will work on a page to be distributed to clubs about our objective in collecting their information. Apr 3: Graeme has provided guidance on what constitutes "Good Standing". CORA Board to follow through with Actions with regard clubs not meeting those "Good Standing" guidelines. May 7: No update
Pre-AGM 7	Rob	Ask for a volunteer committee to be established to design a plan to make CORA Cup points consolidation easier.		Jan 9: PaddleGuru is being trialed to see if it will help. Feb 6: No update. Mar 6: Erik developed a form to collect CORA Cup race result data. Don and Jonathan asked for the link for

		(Plan must be implemented in March in case first CORA Cup race is in April.)		this. We will need to set up a process to address mistakes / changes. Apr 3: Standardized form is very nearly complete.
Pre-AGM 8	Don	Update CORA Cup rules to reflect credit for participation / points allocated / not allocated for DNS, DNF and DQ per meeting notes		Dec 5 - Jan 9: Don will update these rules. Feb 6 - Mar 6: No update. Apr 3: nearly complete. Board members submitted a few tips requested to be included. May 7: No update
Raised Nov 4, 2018 at Technical meeting				
Tech 3	Rob	Request for volunteers to form a committee to discuss how Nationals Sprints can be scheduled for a time when all Canadian teams are back on the water, given the overcrowded distance race schedule from spring to fall. (Planning for 2020+.)	Tabled to August 2019	Dec 5 - Mar 6: No update. Apr 3: A suggestion was to look at options for May timeframe when Canada east of the Rockies has thawed out & there is minimal conflict with conflicting Dragon Boat high season. May 7: No update
Tech 4	Rob	Request for volunteers to form a committee to discuss an equitable way to address the instances when two clubs propose a race for the same date. Also consider an approach for when there aren't many other adjacent free weekends for one race to move to, without scheduling distance events in the same region multiple weekends in a row. This is especially important for the CORA Cup series.	Tabled to August 2019	Nov 29: Jonathan and Nicole volunteer for this committee. Jan 9: Jonathan, Nicole and perhaps one other volunteer could work on a strategy for mediating race date conflicts with the two or more clubs ahead of Technical meeting, if it is appropriate for CORA to do so. Feb 6: No update. Mar 6: Jonathan will draw up a proposal that CORA can present to potential race clubs wanting to host CORA Cup races. Proposal will recommend race dates that are not seen to conflict with other major paddling events that might draw from the same pools of paddlers. May 7: No update
Tech 5	Erik or Paul	Related to item Tech 4, explore ways technology can show which weekends in the next year already have a race proposal in, well in advance of the Technical Meeting.	Tabled to August 2019	Dec 5: Under discussion (Erik) as part of web renovation (committee). Jan 9: The next year's calendar will be visible to all race directors ahead of time so that they can hopefully work out date conflicts together. Perhaps we could include a space on the application form to include the rationale for those dates, in addition to a second and third option for dates, which would also be visible on the calendar. Feb 6:

				No update. Mar 6: This is in progress as part of the new website to show accepted/rejected race applications. May 7: No update
Tec h 8	Ron & Jonathan	Initiate a discussion amongst the board members to determine if we should apportion some 2019 budget money to a trailer grant.	Tabled to Jun, 2019	Dec 5: to be further discussed at January meeting. Jan 9: We will table this until Mar 6. Mar 6: Money is put aside, but budget is running at a deficit. Will revisit once we compile club info about who has trailers. Apr 3: A similar proposal for a shared RME Trailer Grant may have been put forward 3 years ago & received no positive consideration. There may have also been a discussion was around a CORA purchased trailer for the lower mainland, not a grant for clubs. May 7: No update
Tec h 10	Rob	Request for volunteers to form a committee to discuss how CORA can help make recommendations regarding well communicated, clear directions and safety standards at the start line and on the race course, particularly when there are Ultralights sharing the race course with Spec OC6s, etc.		Dec 5: No update. Jan 9: This should help contribute to the completion of action item "Pre-agm 11". Rob and Don are willing to weigh in on this. Feb 6 - Mar 6: No update. Apr 3: CORA will not dictate the guidelines for this, as clubs seem to be working through better organization on the start line, but Don can make a recommendation to put on the website. May 7: No update
Raised Nov 4, 2018 at AGM				
AGM 3	Erik or Rob	Reach out to Squamish downwind race director contacts to discussion CORA sanctioning of a mixed paddling discipline event, given only outrigger paddlers will be registering with CORA as members.		Dec 5: No update. Jan 9: Rob is in communication with them. Feb 6: No update. Mar 6: Awaiting contact back from Squamish. Apr 3: Rob will reach out again. May 7: No update
Raised Nov 7, 2018				
82	Rob	Consult with All Sports re: insurance jurisdiction for multi-discipline		Dec 5-Jan 9: No update. Feb 6: No update. Mar 6: Rob had a conversation with our insurer, which is to be continued.

		Squamish race, before Erik posts to CORA race calendar		May 7: No update
Raised May 1, 2019				
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Adjournment: x:xx pm PST

Next Meeting – Wednesday, Jun 5, 2019, 8:00 PM PT / 9:00 PM MT / 11:00 PM ET

Parking Lot for Items to go on an Agenda at a Later Date

1. Google primer
2. Nicole to track at next AGM the duration (1, 2 or 3 years) for which current or new Board Members commit to being on the board.