



CORA Monthly Meeting Minutes

Wednesday, April 6, 2022

7:00 PM PST / 8:00 PM MST / 10:00 PM EST

Google Meet joining info

Video call link:

<https://meet.google.com/yok-rdpj-nhq>

- Welcome and Roll Call

Present: Ron, Erik, Marianne, Leanne, Rob V, Graeme, Rob M, Jonathan

Regrets: Val, Mony, Tony, Cindy

Adoption of **February 2022** Minutes (**Only 6 of 12 Board Members present for March 2022 Meeting, therefore no quorum**)

BE IT RESOLVED THAT the **February 2022** minutes be adopted as a correct record of the proceedings of the meetings.

- Confirmation of Agenda/Add New items - Approved as presented

Ron Chin moved, Rob Varnel seconded

Approved

- Standing Items - Presented by existing Officers
 - Communications & Technical Update – **Erik / Graeme**
 - Mail Outs have gone out with respect to Sprints Event
 - Erik installed an FAQ Plugin on the website to assist with self-service enquiries. Provided a sample FAQ for CORA Sprints Championships as an example (needs some prettification). Please review and provide feedback
<https://www.canadianoutrigger.ca/cora-outrigger-sprint-championships-faq/>
 - Graeme commented that the system is user friendly.

- CORA Secretary Duties Guide progressing with 11 Sections (all the Monthly Board Meeting tasks) completed in March
- Membership Update – **Grace**
 - Individual Memberships**

There were another 161 annual memberships purchased in March bringing the total to 750.

10 paddlers have listed their Club Affiliation as "Non-CORA Club" and 40 are "Unaffiliated."

There were 11 Single Day memberships purchased for FCRCC's PNWORCA race.

 - Club Memberships**

There were 8 more CORA Club memberships purchased in March for a total of 25 clubs. New CORA clubs include Star Nation Canoe Club and Wasabi Paddling Club. Wasabi (Portland) to be refunded.

Clubs who have not yet renewed but who have members registered with CORA are; Delta (9 paddlers), Sunnyside (1), VOS (4), Vernon (1), Victoria Canoe & Kayak Club (10).

Board members will reach out to the different clubs to remind them to register their club with CORA.
- Grant Updates – **Ron**
 - Clinic Grants**

No Activity
 - Coaching Education Grants**

No Activity
 - RME Grants**

2022 RME Applications received from:

 1. Latitude 48 Paddling Club - Approved by e-mail March 1, 2022. Paid by e-transfer March 3, 2022.
 2. Fairway Gorge Paddling Club - Approved by e-mail March 24, 2022. Paid by e-transfer March 27, 2022.
 - Travel Grants**

No Activity
- IVF Representative Update – **Leanne**

- Sprints (London 2022)
 - CORA covered IVF deposit.
 - Erik has set up a page for confirmation of participants.
 - We have room to increase participants for free agents, and will put out a call to join in Calgary.
 - Will put out a club crew call in categories that have room.
 - More crews mean more V12 crews, needing at least four crews per category.
 - Uniforms for sprints, a committee has been formed. Either Oddball Workshop or Talus Crew for the shirts - favour Oddball though.
 - Memo from IVF for headshots, etc. Leanne will send out requests to participants this weekend.
 - Distance (Samoa 2023)
 - Back to committee for selection documents.
 - IVF Board
 - If anyone has an inclination to go through IVF by-laws and make changes or additions, please do so as recommendations are due by September, 2022.
- Financials/Treasurer Update - **Jonathan**
 - https://drive.google.com/drive/u/2/folders/1bK7p_BXdn63HCH1kOPB47qgVwEjyuOzK
 - Feathered Banners (2) expenditure Motion approved by e-mail March 24, 2022 (\$600). Should be available for pickup April 20-24. This is not a CORA Sprints or IVF specific expense. Need a 2022 Budget line item for CORA acquiring this asset
 - Don Mulhall has communicated that PRCC will utilize all \$800 of their CORA Cup Series Swag Grant for their long-term sponsors. Question to Jonathan - Do CORA Cup Series Event hosts use the CORA Expense Claim form to submit receipts for CORA Cup Series Swag Grant expenditures?
- COVID Policy Update - **Ron / Erik / Cindy**
 - Vaccination requirement for racers at CORA-sanctioned events rescinded by the Board on March 19, 2022, effective April 8, 2022 at 12:01am. Posted to CORA website on March 24, 2022.
- Junior Update - **Marianne / Tony**
 - Nothing to report
- Town Hall Update - **Leanne / Erik / Ron / Tony / Val**
 - Next Topic - "Seat Selection" Town Hall - Sat, April 9th
 - Will post on CORA front page advertising this Town Hall
- Insurance (plus Unaffiliated / Delinquent) Update - **Ron / Erik / Jonathan**
 - Issued some race certificates.

- Historical Update - **Val / Graeme**
 - Personal note - There has been minimal time to contribute to this initiative given CORA Sprints commitments
 - Victoria / Ocean River OC History published - **Graeme**
 - Penticton / Okanagan OC History published - **Graeme**
 - Comox OC History in-progress with contributions forthcoming - **Graeme**
 - VCKC OC History in-progress with contributions forthcoming - **Graeme**
 - Follow-up (virtual) with Roger Johnson on Catalina 50s / 60s OC history - **Graeme**
 - Arranging session with Joey Hertz for Kelowna OC history - **Graeme**
 - Still tracking down Colin Shaw (somewhere in Coquitlam) for FCRCC OC history - **Graeme**

- Awards Update - **Rob V / Mony / Graeme**
 - Personal note - There has been minimal time to contribute to this initiative given CORA Sprints commitments
 - Peter Forand Masters Challenge Trophy 2022 Recipient named as Darian Hildreth of San Juan Island - CORA website post scheduled for “media release” shortly
 - Communicated proposed Hall of Fame wording to Cindy Wright 2 weeks before March 2022 Board Meeting
 - See New Business Motion to adopt both new Minimal Criteria wording and previous proposed amendments
 - There was detailed rationale provided to Cindy for review and what follows is the proposed revised wording:
 - To clarify the "Minimum Eligibility Criteria", the following amended wording (in this order) is proposed:*
 - Nominee has minimum cumulative 10 years involvement with outrigger canoeing (anywhere in the world)*
 - Nominee has minimum cumulative 5 years involvement with Canadian outrigger canoeing (Canada exclusively)*

BE IT RESOLVED THAT the Minimum Eligibility Criteria for the “Hall of Fame” awards be amended to read:

Nominee has minimum cumulative 10 years involvement with outrigger canoeing (anywhere in the world)

Nominee has minimum cumulative 5 years involvement with Canadian outrigger canoeing (Canada exclusively)

Ron Chin - Moved Rob Varnel - Seconded

Approved

- Race Committee Update - **Race Committee (Ron / Rob M / Tony / Cindy / Mony / Graeme)**

2022 Eastern Canada CORA Cup Series & Waterway Series (Mony & Val)

- Eastern group have agreed to meet once Wendy from Wai Nui is back after Feb. 10th

2022 Event Sponsors (Graeme / Rob M)

- Rob Magus and I have been collaborating on an informal “Sponsorship Agreement” as per a suggestion several months ago. There was a tentative New Business item to discuss / review the first draft, but there has been far too much going on with the Burnaby Pavilion / Parking Lots / Race Course to have adequate time to bring this forward
- Rob Magus arranged an introduction with Bob Putnam (Coast Outdoors) and we have had several rounds of discussion on sponsorship / prizing
- Visited Bob Putnam at Coast Outdoors mid-March and they agreed to fully support the CORA Sprints (in-person) and other BC Lower Mainland CORA events
- Matt Kelly with Predator keen to support all CORA events going forward, but “quality” Swag will become available as the year progresses
- Sand Point PNWORCA Winter Series Championship race had impressive awards / prizes table (wearables; booze; coffee; chocolate; gift cards), so looked locally for similar merchandise
- Have commitments from Purdy’s (chocolate) and Steamworks (beer) to support CORA events with merchandise / gift certificates as part of the CORA Cup Series Swag Grant
- Kai with Oddball Workshop working on CORA Sprints Commemorative jersey design at cost. Limited number to be provided at the race, additional orders possible.
- Recognition for all sponsors will be on the website. Will ask Emcee to promote during the event as well. Suggestion of putting this on Facebook, social media venues, etc.

2022 BC Lower Mainland Sprints Regatta Planning (Graeme / Rob M)

- Clarification on Pavilion contract - Pavilion access is a separate contract (7AM-6PM both days); Parking access is a separate contract (sunrise-sunset both days); Course / Dock / Officiating Platform access is a separate contract (sunrise-sunset both days)
- No payments made to anyone at Burnaby yet as awaiting confirmation of viability of event given low uptake
- Visited Burnaby Lake Pavilion Feb-24 and distributed pluses / minuses of situation
- Visited Burnaby Lake Pavilion Mar-8 for walkthrough of venue / parking / logistics
- Visited Burnaby Lake Apr-5 for an on-water look at the course / platforms - Shelter from weather beneath perch deck. Platforms appear to be safe; any concerns will be addressed by the City of Burnaby.
 - Suggestion of including in communicate that you might want assistance in getting into V1
- Rob Varnel visited Burnaby Lake for an assessment of OC6 trailer access
 - Boats should be loaded on Thursday night.
 - Rob Varnel will drop off canoes on Friday evening and would prefer to use the False Creek trailer.
 - Sunday night boats will be loaded for unloading on Monday.
- Spoke with Fortis Public Relations Rep about construction schedule and shuttle from overflow parking lot, will follow up with Fortis to ensure shuttle provided.
- We should distribute a **parking communique** to everyone who has registered shortly after registration closes

- Burnaby Lake Pavilion contract approved by the City of Burnaby at \$1540 for 2 days (vs. expected \$3000 for 2 days); Contract signed / delivered; Pavilion tables / chairs will be setup as per floor plan by Friday (Apr-29) evening; Need to get Pavilion key into the hands of someone who will be at the venue early Saturday @ 7:00 AM to open the doors
- CORA Sprints Insurance document provided to the City of Burnaby on April 1st.
- Burnaby Lake Parking at no charge (vs. \$200/day) due to Fortis construction chaos
- Burnaby Lake Race Course cost at \$4600 for 2-days plus setup/takedown by BLRC
- Race Course cost includes two 10'x10' canopies setup on Officiating Platform by BLRC
- Pontoon safety boats (non-tinniest) offered at \$75/boat/day by BLRC (top-off end-of-day with 90 Octane)
- See CORA Sprints Budget Estimates / Actuals Google Sheet:
<https://docs.google.com/spreadsheets/d/1tOrBeR4kFtZcmA7HLupt1t49dKAapdSp4lxEdj4xXrM/edit#gid=66704134>
- Burnaby Lake Rugby Club offers their parking lot as overflow should there be 100+ vehicles. We don't know if a shuttle will be provided.
- Burnaby Lake Race Course contract in the works - Site visit after April 13 (course to be setup for April 24 event) to see laned race course & "perches", as Fortis supposedly burying pipe April 9-12
- Burnaby food / coffee vendors proposal distributed - lost Surrey coffee vendor due to fuel costs; working on Plan B
- Coast Outdoors offering to be "Premier Sponsor" and will be on site both days and will provide swag and they visited the venue Mar-30
- The Flag Feather Banners deal with VanBanner fell through. We communicated that graphic design would be to them shortly and then they said all fabric orders were on-hold due to delivery issues from China. We had contacted Oddball to do the graphic design and they mentioned that they also did Flag Banners and would meet or beat the VanBanner price, so Oddball will provide the Flag Banners as well as the graphic design
- The CORA Sprints Juniors medal deal with Kerr Recognition fell through. They communicated that the medals requested were unavailable to the Ontario Canada vendor due to delivery issues from China. Kerr Recognition arrived at a Plan B, but the Junior uptake is far below the best-case scenario of 114 medals. The medals will be reusable, but the unused ribbons will be a write-off.
- Please note that all of the estimates for parking / medals / awards photos / Pavilion capacity were based on expectations of crew participation that started with 50 crews, went to 75 crews, went to 90 crews, and is now looking like less than 30 crews (180 attendees).
- Dragon Zone Bradley Lightning sold to Okanagan / Interior club / individuals mid-2021 and looking for the new owner; Consider option of Clipper with Bradley Lightning ama / iakos; Reached out to Kamloops / Vernon / Kelowna / Penticton to see who might now own that Bradley Lightning, but it is not a CORA club
- Plans will be to weigh the canoes at the event. If it can be done before this would be better, however, Rob Magus pointed out the older canoes may run differently due to age as opposed to weight. False Creek is lighter.
- Rob Varnel would like to use the FCRCC trailer. Loading on Thursday night at FCRCC/VOS, trailering to Burnaby Lake on Friday. Rob M will enquire with FCRCC. Rob V. will need a trailer insurance certificate.
- Someone should have available sandbags at least 20 lbs. each. Rob Magus will bring the sandbags.
- Dragon Zone rep (Dominic) confirmed likely minimal uptake by DZPC DB crews.

- Any suggestions on how to reach dragon boat paddlers for racing at the Sprints
- See CORA Sprints Race Planning Google Docs with summary of extended email threads
- https://docs.google.com/document/d/19_1EzbAtUrqSwkNktYeM7aF4GMv6YZu7zk28I_COYvs/edit

Unlimited Recovery Procedures (Rob V & Erik)

Incorporated into a draft huli procedure document prepared by Marcus Kreiger, FGPC.

2022 Race Sanctioning Proposals Given COVID PHO - Virtual WS

- Cons: Minimal uptake (Participation; Memberships); Minimal Swag Reduction; Minimal Canadian / US Peter Forand participation (golden opportunity missed); Beau Whitehead will not repeat as Champion
- Pros: POC on WebScorer low-cost standard / shareable CORA Long Distance Race Rules compliant event template proven; Canadians scored Peter Forand points in multiple Age (40s; 50s; 60s) / Gender (Female; Male) Divisions; Race Fees + Memberships revenue > WebScorer License expenses
- All results are now posted on the CORA website.

CORA Cup Race Series Rules posted to CORA website on March 29, 2022.

<https://drive.google.com/drive/u/1/folders/1sW2pp1rxVOC5JsyQH-01mzslXBa6KEZK>

- New Business

- a. CKBC Public Expansion - **Erik**

- i. Social media pieces including an invitation to register for surfski paddlers, basically sum up that you as a paddler can register and be insured as a paddler for a year. Overtime we intend to incorporate ocean paddling. CKBC is flexing their muscles and indicating to the public that they intend to incorporate sports like outrigger.
- ii. Did we want to respond to this? There is a concern that we could become irrelevant.
- iii. Is CKBC reflecting what CKC is stating?
- iv. There is an international claim by CKBC for legitimacy.
- v. It appears that CKBC is the only provincial body interested in ocean paddling.
- vi. Leanne advised -
 - Ongoing issues with ICF and IVF with regard to para canoe, a concession was achieved.
 - ICF and ICA are still in a disagreement
 - Concerns that individual groups want to maintain ownership, ongoing fight with international organizations.
- vii. Rob Varnell
 - IDF and ICF issues, most paddlers want to go where the best paddlers are.
 - Concern that it is a veiled "fluff", a needle but not a weapon
- viii. Rob Magnus
 - Part of CKBC, FCRCC was split into two portions in order to accommodate. Flat water under CKBC.

ix. Jonathan

- Would our position be stronger if we were the NSO?

x. Erik

- CKBC wants the table at provincial level. Outrigger has grown without any provincial funding. CKBC wants to be able to indicate to funders that there is legitimacy and will allow them to expand.
- Surfski paddlers are having backroom discussions.
- If CKBC is playing dirty they could maneuver to have sanctions and do a short run around CORA and affect insurability.
- Do we want to put ourselves at the table to have a discussion with CKBC and formalize our concern? If we go, we should go soon.
- CKBC is doing the right thing in organizing membership, insurance, grants, etc.
- We do not want to be sidelined by CKBC. We have earned legitimacy in our sport in Canada. Our group is the only group standing to represent our group.
- CKBC being larger has a stronger position and is multi-sport, CKBC has not demonstrated interest in the outrigger sport. CKBC has a claim to paddle sports overall.
- Of concern is that any club who is with CKBC and CORA, insurance from CKBC would cover races, and thus the need for CORA would be gone.
- Suggestion of playing hard ball we note your comments but we want you to know that we are pushing back against and do not invite you to participate in expanding your mandate to include outrigger.
- Erik will start a rough draft of the letter; this letter must stay within the Board.
- Did we trigger a problem after the Squamish surfski champs?
- The flip side of the coin is fire a shot or here is a talented Board of directors to merge with CKBC

Rob V:

- CORA was trying to feather bed with CKBC a few years ago. CKBC opted not to pursue.
- What do we do?
- Of note is that we increase our numbers by CORA day members
- If we do a letter to CKBC then it would be helpful to have all the clubs sign it
- Suggest to CKBC that we need a certain number of boats, small and large and need at least \$2.6 M in order to grow the outrigger clubs.
- Outrigger is a club-based system.
- Sprint Kayak and Canoe needs a club system for coaching.

xi. Ron

- Noted Erik's concern of regulating races, how would they run the races, etc.
- CKBC is requiring that members in clubs must be CKBC members, which increases CKBC member
- All members racing must be CKBC members.
- Not one organization is monopolizing racing. CKBC for instance can get a multitude of water craft in for a race.

- Suggestion that CKBC would have difficulties hosting a distance race.
 - Of note is that the CKBC memo is aimed at surfski
 - IVF doesn't recognize CKBC but they do recognize CORA
 - You cannot be co-sanctioned through both CORA and CKBC for races.
 - NSO though would be a lot of work, as we are a volunteer Board. We would need lobbyists.
 - We have no objection to small boat races being sanctioned through CKBC
- xii. Marianne
- Has found CKBC to be very aggressive
- xiii. Jonathan
- Saw new boats at the local FLCC club.
 - CKBC granted them money for purchase
- xiv. Leanne
- All members have to be CKBC members
 - We want NSO not PSO

Action item - Erik will draft

b. Sponsorship Agreement Proposal (deferred) - **Graeme / Rob M**

i. Graeme and Rob to come back with a formal proposal.

c. Rob Varnel is working with someone to do a safety manual.

d. 2020/2021/2022 Action Items Recap (All)

i. Graeme has updated the list and removed items that are out of date or will not be done.

6. Review/Updates of Outstanding Action items: (Condense and summarize table - add Pre-AGM / AGM Action Items)

a. All Board Members requested to review Action Items marked "Complete?" and post questions / concerns. If no questions / concerns / then Action Items will be confirmed "Completed" and removed from table by next Board Meeting.

7. Adjournment

8:57 PM

Next Meeting – Start 8:00 PM - Wednesday, May 4, 2022

Assignee	Action Item	Due Date	Comments
Race Committee	Race Director's Guidebook	In-Progress	Ron to prepare the initial revision. Graeme to review Ron's

			draft. Race Committee to review and revise.
Leanne	Looking into if SCORA will allow us to adopt their steering tests to ensure that steerers have sufficient skills to handle the responsibility for races	In-Progress	Board to consider implementing guidelines for steering qualification.
Board	Backup for Roles during overloads	Completed	Expanded role permissions and Google Suite / Website training proposed at AGM for current / new Board Members should provide backup for needed skill-sets Jan 11 (2022): New Board Roles and IVF Committee Roles provide coverage for long-standing vacancies
Erik / Graeme	CORA Club Contacts Registry to be stored in a common / shared location such as the Google Shared Drive "Clubs" folder	In-Progress	Ongoing keep up to date.
Rob V / Ron	Canoe scale is still at FCRCC	Completed	Canoe scale at FCRCC Burrard Marina as of Nov-2020 Jan 11 (2022): Notes added to CORA 2022 Sprints Regatta for transport of scale for weighing of FCRCC / VOS / DZPC / FLCC / FVPC Bradley Lightnings before 30-Apr-2022 Apr 30: Canoe Scale went to Burnaby Lake & 7 Bradley Lightning OC6s weighed
Raised Feb 3 / 2021			
Erik	Sort out Member Clubs on the pulldown list and change "other clubs" and "unaffiliated" to "Not affiliated with a listed CORA Club".	Pending	Need to align with insurance coverage. Feb 3: Ongoing Mar 3: Ongoing Apr 7: Ongoing May 5: Ongoing Jun 2: Ongoing Jul 7 Ongoing Aug 4: Ongoing Sep 1: Ongoing Oct 6: Ongoing Nov 3: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Erik / Graeme	Investigate WordPress FAQ plugins to improve website self-service and reduce CORA Inbox maintenance - Do not delete this / please	Completed	Nov 22: Identify / answer Top 20+ most asked questions thru CORA Inbox Jan 6: Ongoing Feb 3: Ongoing Mar 3: Ongoing Apr 7: Ongoing May 5: Ongoing Jun 2: Ongoing Jul 7 Ongoing Aug 4: Ongoing Sep 1: Ongoing Oct 6: Ongoing Nov 3: Ongoing Nov 21: Expand as per 2021 FAQs Dec 1:

			Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing Apr 21: Accordion FAQ Plugin used for Burnaby Lake Sprints - works well
Mony	Translate 2020 race rules into French Wait until after next Distance Race Rules Revisions	Pending	Jan 6: Mony? To-do Feb 3: Ongoing Mar 3: Ongoing Apr 7: Ongoing May 5: Ongoing Jun 2: Ongoing Aug 4: Ongoing Sep 1: Ongoing Oct 6: Ongoing Nov 3: Ongoing Nov 20: Note that Board acknowledges current Distance Race Rules require review / corrections Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Erik / Jonathan	Benefits of joining CORA will be sent out when new insurance has been finalized.	Pending	Jan 6: To-do Feb 3: Ongoing Mar 3: Ongoing Apr 7: Ongoing May 5: Ongoing Jun 2: Ongoing Jul 7 Ongoing Aug 4: Ongoing Sep 1: Ongoing Oct 6: Ongoing Nov 3: Ongoing Nov 21: Plain-speak Insurance Benefits to be communicated to membership as per AGM topic Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Raised Mar 3 / 2021			
Erik / Ron	Draft a memo as a reminder that if clubs have members engaging in activities that all clubs should ensure to keep membership up to date to be reviewed by Ron and then issued to all clubs	Pending	Mar 3: Ongoing Apr 7: Ongoing May 5: Ongoing Jun 2: Ongoing Jul 7 Ongoing Aug 4: Ongoing Sep 1: Ongoing Oct 6: Ongoing Nov 3: Ongoing Nov 21: Communicated to membership as per AGM topic, but not distributed to membership as of yet Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Raised May 5 / 2021			
Ron / Erik / Grace	Reminders will be sent to all clubs that need to renew their membership who have CORA members	Pending	May 5: Ongoing Jun 2: Ongoing Jul 7 Ongoing Aug 4: Ongoing Sep 1: Ongoing Oct 6: Ongoing Nov 3: Ongoing Nov 21: Communicated to membership as per AGM topic, but not distributed to membership as of yet Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing

Graeme	Revise / simplify proposed Novice Age Division definitions and distribute to Board for review	In-Progress	May 5: Ongoing May 27: Revised Novice Age Division definitions distributed to Board for review Jun 2: Ongoing Jul 7 Add to Race Directors Guide Aug 4: Ongoing Sep 1: Ongoing Oct 6: Ongoing Nov 3: Ongoing Nov 19: Dependent on progress with Race Director's Guide Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Board / Rob V	We should organize more sponsors / it would be handy to have multiple sponsors.	In-Progress	May 5: Ongoing Jun 2: Ongoing Jul 7 Ongoing Aug 4: Ongoing Sep 1: Ongoing Oct 6: Ongoing Nov 3: Ongoing Nov 20: Rob Varnel to provide details on vendors from 2019 Ideas Going Forward Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing Apr 15: Update CORA Google Drive with Sponsor details
Raised Sep 1 / 2021			
Ron	Update Travel Grant eligibility requirements to allow Host Clubs to trailer OC6 canoes to be used at the event.	Pending	Sep 1: Ongoing Oct 6: Ongoing Nov 3: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Raised Oct 6 / 2021			
Safety Officer	CORA should send out a paragraph outlining why a sanctioned PFD is required	Dismissed	Oct 6: Ongoing Nov 3: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Feb 12: Never going to happen and should be communicated in the Race Directors Guidebook.
Safety Officer	CORA should include a paragraph outlining why a sanctioned PFD is required in the Race Directors Guidebook.	In-Progress	Oct 6: Ongoing Nov 3: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Ron / Graeme	Race Directors Guidebook is not on the website, draft will be made available once the controversial topics have been addressed.	Pending	Oct 6: Ongoing Nov 3: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing

	NOTE: This has been an Action Item since before 2021		
Board / Ron	Update Race Directors Guidebook with takeaways from discussion on TIOC 2021 feedback	In-Progress	Oct 6: Ongoing Nov 3: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Ron	Insurance guidelines will be posted in the context of discussion on TIOC 2021 feedback	In-Progress	Oct 6: Ongoing Nov 3: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Board	Canoe borrowing etiquette used to be on the CORA website and is missing	In-Progress	Oct 6: Ongoing Nov 3: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Board / Town Hall Committee / Safety Officer	Communicate to Eastern Canada clubs / paddlers safety concerns in the context of discussion on TIOC 2021 feedback; Possible Town Hall topic	In-Progress	Oct 6: Ongoing Nov 3: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Board	Update CORA Sprints Race Rules as per Distance Race Rules Revisions 2021-July	In-Progress	Oct 6: Ongoing Nov 3: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Raised Nov 3 / 2021			
Leanne	Put out notice after January 2022 to capture new members for IVF London participation	Completed	Nov 3: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Feb 12: Email sent to past / current CORA individual members regarding IVF London participation
Graeme / Leanne	Contact Joey Hertz for Kelowna history	In-Progress	Nov 3: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Erik / Rob V	Cindy suggests that Erik and Rob V take a stab at UL recovery procedure	In-Progress	Nov 3: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing

Erik / Graeme	Bob Woodman has resigned so offboarding procedures are appropriate	In-Progress	Nov 3: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Graeme / Ron	Correct CORA Website "Water Changes" document as per Lori / Lorri	In-Progress	Nov 6: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Raised Nov 20 / 2021 (Pre-AGM)			
Board	We should have a discussion regarding that all clubs MUST have a minimum of 6 members. The club cannot be a club for insurance purposes unless their members are members with CORA.	In-Progress	Nov 20: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Board / Race Committee	Find two races in the East to promote for racing and being a CORA Cup Series race.	In-Progress	Nov 20: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Board / Race Committee	OC6 Blade award for Novice and Junior to be awarded by drawing names of Novice / Junior at the 4 CORA Cup Series races. Secure OC6 paddle vendors	In-Progress	Nov 20: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Board / Race Committee	The CORA Distance Race Rules document outlining age and gender for races will be amended to clarify all the exceptions to the stated rules	In-Progress	Nov 20: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Board / Race Committee	Ensure that Novice and Junior race courses are encouraged for both OC6 and solo,	In-Progress	Nov 20: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Board / Race Committee	For CORA Cup Series races, it is mandatory that short course races be held for Novice and Junior. However,	In-Progress	Nov 20: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing

	clubs have the discretion not to hold. If it is mandatory, then how can clubs have the discretion not to hold?		
Insurance Committee / Ron / Erik / Jonathan	All clubs MUST put together and submit to CORA, for sanctioning, an operating plan/outline of their practices.	In-Progress	Nov 20: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Insurance Committee / Ron / Erik / Jonathan	Any clubs not meeting 6 members by July 2022, MUST provide a written reason to CORA as to why the club does not have sufficient members.	In-Progress	Nov 20: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Insurance Committee / Ron / Erik / Jonathan	Guidelines should be posted advising what is to be in the outline, cover points such as all CORA club members MUST be members with CORA.	In-Progress	Nov 20: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Membership Officers	The membership chair will be monitoring membership in clubs and will advise the Board in July of which clubs do not meet at least 6 member requirements.	In-Progress	Nov 20: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Insurance Committee / Ron / Erik / Jonathan	The Insurance Committee will link up clubs with BFL in order that clubs can get standard property insurance.	In-Progress	Nov 20: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Raised Nov 21 / 2021 (AGM)			
Board	Guidelines will be provided to all clubs regarding Resolution that all paddlers participating in a CORA sanctioned event must be fully vaccinated	In-Progress	Nov 21: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing

Insurance Committee / Ron / Erik / Jonathan	A questionnaire will be done outlining CORA club programs and CORA club training for CORA to develop a procedure manual	In-Progress	Nov 21: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Insurance Committee / Ron / Erik / Jonathan	Plain language regarding our insurance coverage will be posted on the CORA website.	In-Progress	Nov 21: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Insurance Committee / Ron / Erik / Jonathan	Unaffiliated members (not with a CORA club) will be apprised when they register that certain training is not an insurable activity	In-Progress	Nov 21: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Raised Dec 1 / 2021			
Grace	Need a new 2021 CORA Membership Report Post FGPC Wet-Dashe.	In-Progress	Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
COVID Committee	We need to send a notice to all Race Directors who have submitted CORA Sanctioned Race Applications for 2022 regarding attendee required COVID vaccination proof	In-Progress	Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Graeme	Follow-up with BLRC regarding other expenses	In-Progress	Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Graeme	Agreed that "old" Outstanding Action items will be noted such as "Not going to happen" and removed	In-Progress	Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Raised Jan 5 / 2022			

Graeme	Distribute Updates to Hugh Town Builder Memorial process & updates to Hall Of Fame process for review before February 2022 Board Meeting	Completed	Jan 5: Ongoing Jan 28: Distributed for review and Motions
Board	BLRC recommends that CORA provide 2 outboard motors & fuel for Sprints Regatta to ensure functional outboard motors. Need a Club Rep to volunteer that their club has one that can be borrowed	In-Progress	Jan 5: Ongoing Jan 15: FLCC offered 1 outboard motor Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Marcus Krieger / Rob Varne	Work so far on a huli recovery document to be published	In-Progress	Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Race Committee	Provide short application form for Sprints Regatta to confirm interactions between sponsors	In-Progress	Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Raised Feb 2 / 2022			
Rob V / Cindy / Erik / Leanne	Form a committee to create policies on unaffiliated members and delinquent clubs	In-Progress	Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Graeme	Graeme to come back to the Board next month with clarification with the Hall Of Fame process wording to be less restrictive internationally	In-Progress	Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Rob V / Erik	Draft Unlimited Recovery huli procedure document be circulated to the Board for discussion.	In-Progress	Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing
Raised Mar 2 / 2022			

Erik / Graeme	Scott Borle has resigned so offboarding procedures are appropriate	In-Progress	Mar 2: Ongoing Apr 6: Ongoing
Raised Apr 6 / 2022			
Jonathan	Refund Wasabi CORA Club Membership as they paid to participate in CORA 2022 OC Sprints Championships	In-Progress	Apr 6: Ongoing
Erik / Graeme	Onboard Star Nation (Cultus) to all CORA places	In-Progress	Apr 6: Ongoing
Graeme	Follow-up with VOS that there CORA 2022 Club Membership is overdue	In-Progress	Apr 6: Ongoing; April 7: Emailed VOS Executive about their CORA 2022 Club Membership & the VOS OC6s for CORA OC Sprints Championships
Erik / Graeme	Follow-up with Pemberton that there CORA 2022 Club Membership is overdue	In-Progress	Apr 6: Ongoing; April 8: Emailed Pemberton Executive about their CORA 2022 Club Membership
Graeme	Follow-up with Delta that there CORA 2022 Club Membership is overdue	In-Progress	Apr 6: Ongoing; April 8: Emailed Delta Executive about their CORA 2022 Club Membership
Leanne	Follow-up with Sunnyside that there CORA 2022 Club Membership is overdue	In-Progress	Apr 6: Ongoing
Board	Follow-up with Vernon, Victoria Canoe & Kayak Club that there CORA 2022 Club Membership is overdue	In-Progress	Apr 6: Ongoing
Leanne	Memo from IVF for headshots, etc. Leanne will send out requests for headshots to IVF participants this weekend	In-Progress	Apr 6: Ongoing

Jonathan	Need a 2022 Budget line item for CORA acquiring Feathered Banners (2) asset (\$600)	In-Progress	Apr 6: Ongoing
Jonathan	Jonathan to communicate how CORA Cup Series Event hosts submit receipts for CORA Cup Series Swag Grant expenditures	In-Progress	Apr 6: Ongoing
Erik	Post on CORA front page shortly advertising this coming Town Hall on April 9 as "Seat Selection"	In-Progress	Apr 6: Ongoing
Graeme	CORA website post to be scheduled for "media release" shortly naming Peter Forand Masters Challenge Trophy 2022 Recipient named as Darian Hildreth of San Juan Island	In-Progress	Apr 6: Ongoing
Graeme	Minimum Eligibility Criteria for the "Hall of Fame" awards to be amended and published to CORA website	In-Progress	Apr 6: Ongoing
Graeme / Erik	Recognition for all CORA 2022 OC Sprints Championships sponsors will be on the website. Will ask Emcee to promote during the event as well. Suggestion of putting this on Facebook, social media venues, etc.	In-Progress	Apr 6: Ongoing
Insurance Committee	Rob V. (and possibly Scott B) will need a trailer insurance certificate.	In-Progress	Apr 6: Ongoing
Rob Magus	Rob Magus will bring sandbags to Burnaby Lake venue for "light" Bradley Lightnings	In-Progress	Apr 6: Ongoing

