



## CORA Monthly Meeting Minutes

Wednesday, June 1st, 2022

8:00 PM PST / 9:00 PM MST / 11:00 PM EST

Google Meet joining info

Video call link:

[meet.google.com/sqt-wnsd-vze](https://meet.google.com/sqt-wnsd-vze)

- Welcome and Roll Call

Present: Ron / Leanne / Erik / Rob V / Rob M / Graeme / Marianne / Val / Cindy

Regrets: Tony / Mony / Jonathan

- Adoption of May minutes: moved: Ron, Second: Marianne
- Confirmation of Agenda/Add New items - Approved as presented
- Standing Items - Presented by existing Officers
  - Communications & Technical Update – **Erik / Graeme**
    - Top asked question in CORA Inbox is how to delete Buy & Sell ads - Erik will add that feature.
    - Erik is waiting for answer from Canoe/Kayak concerning their mission
  - Membership Update – **Grace**
    - Individual Memberships
      - Nothing to report

### **Club Memberships**

- Did Vernon deliver a cheque to CORA at Penticton Duel In The Desert as was noted at the May 2022 Board Meeting? Yes.

### ○ Grant Updates – **Ron**

#### **Clinic Grants** -

Three applications received on May 27, 2022 from Haunani Outrigger Club for 3 clinics at Lac St. Louis in Montreal:

- Stroke Mechanics - June 24, 2022 - Approved May 31, 2022.
- Intro to Crew Paddling - June 25, 2022 - Approved May 31, 2022.
- Crew Mechanics - June 26, 2022 - Approved May 31, 2022.

These clinics will be advertised to CORA members on the CORA website.

#### **Coaching Education Grants** - No activity

#### **RME Grants** -

- Application received May 21, 2022 from Sproat Lake Canoe Club for PFDs, fenders, steering blades and miscellaneous maintenance and repair items.

See Memorandum here: <https://drive.google.com/file/d/1GUE-dNKNpbSZtwBilqEFKxexxd7ZsFG6/view?usp=sharing>

**MOVED BY** Ron that the RME Grant Application submitted by Sproat Lake Canoe Club on May 21, 2022 for PFDs, fenders, steering blades and miscellaneous maintenance and repair items be approved in the amount of

\$1000.00, subject to submission of satisfactory receipts by October 31, 2022. Second: Rob

## MEMORANDUM

**To:** CORA Board  
**From:** Ronald Chin

**Re:** 2022 Sproat Lake Canoe Club RME Grant  
Application

**Date:** May 27, 2022

A Repair, Maintenance and Equipment Grant Application has been received from Sproat Lake Canoe Club, as described below. Sproat Lake Canoe Club has 0 Junior CORA members and 39 Adult CORA members and is a CORA Club for 2022, so it meets the eligibility requirements.

My recommendation is for APPROVAL of the application.

### **RME Grant Eligibility Criteria:**

1. *This grant can cover:*
  1. *Repairs to club-owned canoes.*
  2. *Repairs to clubhouses, docks and facilities that are own or leased by the club.*
  3. *Common club safety equipment, specifically, club paddles, club PFDs, rescue tools (tow lines, flares) safety kits, first aid kits.*
  4. *Maintenance to canoe trailers.*
  5. *Only CORA clubs in good-standing and with full CORA membership paid for both the previous and current seasons are eligible.*
  6. *The grant must be for the betterment of the club, CORA and the sport as a whole. You will be required to justify this with your statement-of-use.*
2. *This grant does not apply to the purchase, partially or whole, for new/used canoes.*
3. *The maximum grant amount is \$1000 per club every 2nd year. Clubs that are successful in a given year are ineligible the next year unless there are excess funds (i.e. unused budget monies). Expenses must be incurred in the calendar year during which the grant is awarded.*
4. *The budget for this year has been set and when that budget is exhausted no further grants will be considered.*

### **Sproat Lake Canoe Club - submitted May 21, 2022**

Justification:	New PFDs, new fenders, 2 new carbon steering paddles, misc repair/maintenance items (wax, hull cleaner, paint, lock & bolt for storage shed, etc)
Estimated Expenses:	Fenders \$60.45, 4 PFDs \$419.96, 2 steering paddles \$907.20, misc approx. \$60.
Total Estimated Costs	\$1447.61
Issues:	None.
<b>Recommendation for Board:</b>	<b>APPROVAL, for \$1000, subject to receipt of satisfactory receipts by October 31, 2022.</b>

### **Travel Grants -**

- Pacific Reach - Duel in Desert - \$465.00 (mileage) - Paid by e-transfer May 29, 2022.
- Calgary Canoe Club - Duel in Desert - \$650.00 (mileage) - Paid by e-transfer May 29, 2022.
- Fairway Gorge Paddling Club - Jericho Iron - \$650.00 (ferry + mileage) - Approved May 31, 2022

Consider whether the mileage honorarium of \$.50/km for fuel and wear & tear should be increased due to higher gas cost - Agreed (\$2.30/litre for Regular is challenging) - **GG**

Ron - could be adjustments to the honorarium and to the max.

Rob V - consider retroactive adjustment

Rob M - should be considered when Jonathan is present

### ○ IVF Representative Update – **Leanne**

#### ■ Sprints (London 2022)

- Trial results need to be posted - PDF - **GG**
- Team announcements will be linked to IVF page
- Need to confirm appointment of Area Coordinator - Rick Papineau
  - He was Area Coordinator (AC) for Australia, knows the requirements, organized, been to sprints before, only doing one event (Leanne can be back up during that), Kristine Malmquist is not attending (previous sprints AC)
  - MOVED by Erik, Seconded by Rob V that Rick Papineau be appointed as AC for London 2022. APPROVED.
- Leanne has both CORA banner flags, will take to Lotus then off to London, then to Nationals.

#### ■ Distance (Samoa 2023)

- Meeting of CORA IVF Committee to determine Selection Process set for June 21st.

#### ■ IVF Board

- N/A

### ○ Financials/Treasurer Update - **Jonathan**

- Thank you for reimbursement of out-of-pocket expenses!
- Questions put forward to CORA Treasurer regarding CORA OC Sprints accounting

- Should CORA reimburse CORA clubs for use of their OC6s at CORA OC Sprints? Trailering and/or use of boats? \$1,500 is in the budget for boat rental / cartage. Graeme suggests \$200 per canoe (7 canoes) to the loaning club and the trailer drivers would receive Travel Grants for hauling. Wait for Jonathan's input.
  - Marianne advises that the original purpose of the grant was requested by VYPC as VYPC didn't own any boats and needed to borrow. Those monies were then paid to the clubs that VYPC borrowed the boats from.
- COVID Policy Update - **Ron / Erik / Cindy**
  - No activity
  - Delete from standing items in future
- Junior Update - **Marianne / Tony**
  - Survey, thanks to Valerie who has put together a Survey Monkey.
  - Erik, can we request your assistance in sending out to all Club representatives only.
- Town Hall Update - **Leanne / Erik / Ron / Tony / Val**
  - Next Topic - "Seat Selection" Town Hall - return to dossier in the fall
- Insurance (plus Unaffiliated / Delinquent) Update - **Ron / Erik / Jonathan**
  - Is our current BFL Insurance document posted on the CORA public-facing website someplace for review by the membership? - **GG**
    - Advised by BFL not to post, Ron forwards the doc & certificate upon request.
    - Rob Varnel feels it should be on the site, but posting could open floodgates of questions instead of just questions from one club rep.
  - *"Plain language regarding our insurance coverage will be posted on the CORA website."* On the Action Items (5-6 Insurance Action Items - since Nov 2021) - **Ron to provide within 30 days (before next board meeting)**
- Historical Update - **Val / Graeme**
  - Andrea Dillon working on CORA inception (1992) history - **Graeme**
  - Wai Nui - Wendy Rae Perkins research in Draft stage; Para; Inclusiveness; Rich Carson - Val will out to Rich Carson for more inside info.

- Awards Update - **Rob V / Mony / Graeme**
  - Ron & Rob V delivered Hugh Town Builder Memorial Award to Penticton Duel In The Desert for presentation to Drew Mitchell (2020 Recipient) and Don Mulhall (2021 Recipient) with many photo-ops
  - Several past Canadian Outrigger Hall Of Fame inductees invited to Awards Committee as per approved Canadian Outrigger Hall Of Fame process updates
  - Canadian Outrigger Hall Of Fame 2022 Nominees being researched / vetted with 16-June-2022 target for completion of Bios
  
- Race Committee Update - **Race Committee (Ron / Rob M / Tony / Cindy / Mony / Graeme)**

2022 Asset Chain Of Custody - COC (Graeme)

- Working on simplified Chain Of Custody Google Sheet for all CORA properties (Weigh scale; 2 Feather Flag Banners (+ 2 spares); Peter Forand Trophy; Hugh Town Trophy)

2022 Event Sanctioning (Ron)

- Fort Langley Fall Small Boats to be approved for sanctioning
- MOVED by Ron that the Race Application by FLCC for the Fort Langley Fall Small Boats race on October 26, 2022 be approved. Seconded by Rob Varnel, APPROVED

2022 CORA Sprints (Graeme / Jonathan)

- Building out an index / inventory on all CORA 2022 Sprints documents for future reference - ETA August 2022

2022 Event Sponsors (Graeme / Rob M)

- Coast Outdoors & Oddball & Predator / XS Unified continue to support CORA events with generous Swag and favorable merchandise pricing
- See email with details on CORA Junior / Novice OC Paddle Grant
  - Which paddlers are eligible? Individual, rather than crew, basis.
  - On-line application form requirements -
    - Junior or Novice in 2022
    - 2022 CORA member
    - Has raced at least one 2022 CORA Cup Series race
    - One entry per CORA Cup Series race raced

- Split between Juniors and Novices
  - \$1500 or \$1600? We are \$10K below expected Revenue and \$50K below expected Expenses (not including \$20K unused earmarked for RME & National Team Development). Could we just bump this budget line item up by \$100? - **GG**
  - Wait for Jonathan - for request to increase from \$1500 to \$1600.
  - Don Mulhall provided list of Penticton Duel In The Desert Juniors
  - Island Iron and Lotus Iron asked to provide records of Junior / Novice participants
  - Recommendations: 1) Every race entry is a Draw Prize entry; 2) A given paddler can win only once; 3) Big Boat entries count as Draw Prize entries; Communicate soon to Latitude 48 so they can capture names
  - Erik to provide form
- CORA Cup Series event hosts being provided with \$800 Event Swag Grant
  - Duel In The Desert Iron - Don Mulhall provided receipts (and promptly reimbursed by CORA Treasurer)
  - Latitude 48 Island Iron - Viviane Thomas & Melanie Conard going with local sponsors and will provide receipts to CORA Treasurer
  - Lotus Iron - Grace Morrisette at Lotus going with CORA recognized sponsors and receipts will be provided to CORA Treasurer
  - Comox Nationals - Rupert Wong at CVCRC contacted & sponsorship TBD as 3+ months away

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

- TIOC (Sep-24) presently only Eastern Canada “CORA Cup (Waterway Series) Series” host. Chris wants info on rules for the CORA Cup Series. See one pager.
- Ottawa River Canoe Club (Sep-10) potential host TBD. Graeme speaking to them about becoming a CORA Club.
- Wai Nui (Aug-13) - Will not be a CORA Club or race for 2022.

#### Unlimited Recovery Procedures (Rob V & Erik)

- Erik has a draft from FGPC. All done - May need to be posted on the CORA website.

#### CORA Cup Series Medals for 2022

- Ron has 29 medals from 2019.



- Marianne will order the medals and the lanyards; will send the list to Ron first. Marianne and Paul will do the paper labels for the back of the medals.
- New Business
  - A. Approval of Area Coordinator for Sprints - **Leanne**  
Done - Rick Papineau - see above.
  - B. New CORA Clubs - **Graeme / Rob M / Erik**
    1. Star Nation Canoe Club - CORA OC Sprints participant; Known Location (Cultus Lake); Known "Point Of Contact"; Known number of CORA members (more than 6); Known canoes (3 OC6s)
    2. Kuokoa - Eastern Canada Club; Questionable "Point Of Contact" (Lisa Champion); Questionable location; Number of CORA members not known; Questionable canoes (OC1s);
    3. Aumakua – Club Nautique; Eastern Canada Club; Questionable "Point Of Contact" (Nicolas Lambert); Number of CORA members not known; Questionable location (UL kept at Olympic Basin, Montreal, Québec); Questionable canoes (?);
    4. Alberta AAA Beef; (Group of Edmonton OC1 paddlers); Questionable "Point Of Contact" (?); Number of CORA members not known; Questionable location (?); Questionable canoes (?)
    5. See Action Item raised Pre-AGM 20-Nov-2021
  - C. CORA "Corporate" Credit Card - **Graeme / Jonathan**
    1. Motion that CORA apply for and maintain this CORA "Corporate" Credit Card to expedite payments for expenses where organizations will not accept e-payments. Jonathan can retain custody of the credit card.
    2. MOVED by Rob V that Jonathan apply to RBC for a CORA corporate credit card with a maximum credit limit of \$5-10,000 at Jonathan's discretion secured by a CORA GIC matching the credit limit. Seconded by Graeme. APPROVED.
  - D. CORA Board Member Expenses - **Graeme / Jonathan**
    1. There needs to be quicker reimbursement of CORA Board Member expenses incurred such that CORA Board Members are not out-of-pocket for expenses and incurring credit card monthly interest charges - see New Business Item C
  - E. CORA Sanctioned Event Hosts Responsibilities - **Rob M / Graeme**

1. Need to have CORA sanctioned event hosts provide Event Registration details and Race Results in Word / Excel / Text format for ease of number crunching and determining home club of teams.
  2. Erik - just need to ask for the manipulable format.
- F. CORA Cup Series Points - **Rob M**
1. Rob M circulated the current CORA Cup Series standings.
- G. CORA 2022 Sprint Nationals Scope - **Graeme**
1. Need to clarify scope of Event Management & Volunteer Management responsibilities for any future CORA hosted events
  2. Need to clarify scope of Race Management responsibilities for any future CORA hosted events
  3. Add to CORA Pre-AGM topics
- H. Sponsorship Agreement Proposal / Scope - **Graeme / Rob M**
1. Graeme and Rob M will NOT be coming back with a formal proposal
  2. Merchandise Vendors / Sponsors have been very gracious / generous based on “Gentlemen's Agreements”
- I. Board Member Exodus - **Erik / Graeme / Ron**
1. Remove Scott Borle from CORA Board Email Group
  2. Follow-up with Tony Vukasovic as to his CORA Board Member responsibilities / intentions. Can stay in IVF role without being a CORA director.
- J. CKBC Expansion - **Erik**
1. Erik is recirculating.
- K. Safety Manual (Adrian Lee) - **Rob Varnel**
1. No update yet.
- 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

Moved to adjourn by Ron. Cindy seconded. Approved.

**Next Meeting – Start 8:00 PM - Wednesday, July 6, 2022**

Assignee	Action Item	Due Date	Comments
<b>Raised Feb 3 / 2021</b>			
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 May 4: Ongoing Jun 1: Ongoing
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 May 4: Ongoing Jun 1: 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 May 4: Ongoing Jun 1: Dismiss Jul 2022 if Ron does not have time for Insurance Summary
<b>Raised Mar 3 / 2021</b>			
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 May 4: Ongoing Jun 1: Dismiss Jul 2022 if Ron does not have time for Insurance Summary
<b>Raised May 5 / 2021</b>			
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 May 4: Ongoing Jun 1: Dismiss Jul 2022 if Ron

			does not have time for Insurance Summary
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 May 4: Ongoing Jun 1: 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 May 4: Ongoing Jun 1: Collect Penticton & Latitude 48 Sponsors for Directory
<b>Raised Sep 1 / 2021</b>			
Ron	Update Travel Grant eligibility requirements to allow Host	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

	Clubs to trailer OC6 canoes to be used at the event.		May 4: Ongoing Jun 1: Ongoing
<b>Raised Oct 6 / 2021</b>			
Ron / Graeme	Race Directors Guidebook is not on the website, draft will be made available once the controversial topics have been addressed.  NOTE: This has been an Action Item since before 2021	Pending	Oct 6: Ongoing Nov 3: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing May 4: Ongoing Jun 1: Ongoing
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 May 4: Ongoing Jun 1: 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 May 4: Ongoing Jun 1: Dismiss Jul 2022 if Ron does not have time for Insurance Summary
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 May 4: Ongoing Jun 1: Ongoing
Board / Town Hall Committee / Safety Officer	Communicate to Eastern Canada clubs / paddlers safety concerns in the context	In-Progress	Oct 6: Ongoing Nov 3: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing May 4: Ongoing

	of discussion on TIOC 2021 feedback; Possible Town Hall topic		Jun 1: 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 May 4: Ongoing Jun 1: Ongoing
<b>Raised Nov 3 / 2021</b>			
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 May 4: Ongoing Jun 1: 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 May 4: Ongoing Jun 1: 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 May 4: Ongoing Jun 1: 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 May 4: Ongoing Jun 1: Ongoing
<b>Raised Nov 20 / 2021 (Pre-AGM)</b>			
Board	We should have a discussion regarding that all clubs MUST have a minimum of 6	In-Progress	Nov 20: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr

	members. The club cannot be a club for insurance purposes unless their members are members with CORA.		6: Ongoing May 4: Ongoing Jun 1: 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 May 4: Ongoing Jun 1: Contacted Ottawa River Canoe Club (ORCC) as potential host & following up with them
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	Completed	Nov 20: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing May 11: OBWS has confirmed \$200-\$250/paddle; Check AGM Minutes Jun 1: Board has agreed to 8 "entry level" OC paddles (gift certificates to be provided by OBWS) to be random draw prizes for Juniors / Novices at Comox CORA Cup Series Championship event
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 May 4: Ongoing Jun 1: 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 May 4: Ongoing Jun 1: Ongoing
Board / Race Committee	For CORA Cup Series races, it is mandatory that short	In-Progress	Nov 20: Ongoing Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr



	course races be held for Novice and Junior. However, clubs have the discretion not to hold. If it is mandatory, then how can clubs have the discretion not to hold?		6: Ongoing May 4: Ongoing Jun 1: Ongoing
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 May 4: Ongoing Jun 1: 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 May 4: Ongoing Jun 1: 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 May 4: Ongoing Jun 1: 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 May 4: Ongoing Jun 1: 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 May 4: Ongoing Jun 1: Ongoing
<b>Raised Nov 21 / 2021 (AGM)</b>			
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 May 4: Ongoing Jun 1: 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 May 4: Ongoing Jun 1: Dismiss Jul 2022 if Ron does not have time for Insurance Summary
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 May 4: Ongoing Jun 1: Ongoing
<b>Raised Dec 1 / 2021</b>			
Graeme	Agreed that "old" Outstanding Action items will be noted	In-Progress	Dec 1: Ongoing Jan 5: Ongoing Feb 2: Ongoing Mar 2: Ongoing Apr 6: Ongoing May 4: Ongoing Jun 1: Ongoing

	such as "Not going to happen" and removed		
<b>Raised Jan 5 / 2022</b>			
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 May 4: Ongoing Jun 1: Ongoing
<b>Raised Feb 2 / 2022</b>			
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 May 4: Ongoing Jun 1: 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 May 4: Ongoing Jun 1: Ongoing
<b>Raised Mar 2 / 2022</b>			
Erik / Graeme	Scott Borle has resigned so offboarding procedures are appropriate	In-Progress	Mar 2: Ongoing Apr 6: Ongoing May 4: Ongoing Jun 1: Ongoing
<b>Raised Apr 6 / 2022</b>			

Leanne	Follow-up with Sunnyside that their CORA 2022 Club Membership is overdue	In-Progress	Apr 6: Ongoing May 4: Ongoing Jun 1: Ongoing
Board	Follow-up with Vernon, Victoria Canoe & Kayak Club that their CORA 2022 Club Membership is overdue	In-Progress	Apr 6: Ongoing May 4: Ongoing Jun 1: Ongoing
Jonathan	Need a 2022 Budget line item for CORA acquiring Feathered Banners (2) property (\$600)	Completed	Apr 6: Ongoing May 4: Ongoing Jun 1: Treasurer noted expense for new CORA property
Jonathan	Jonathan to communicate how CORA Cup Series Event hosts submit receipts for CORA Cup Series Swag Grant expenditures	Completed	Apr 6: Ongoing May 4: Ongoing Jun 1: Receipts (paper / digital) to be submitted to CORA Treasurer
Graeme	Minimum Eligibility Criteria for the "Hall of Fame" awards to be amended and published to CORA website	In-Progress	Apr 6: Ongoing May 4: Ongoing Jun 1: Ongoing
<b>Raised May 4 / 2022</b>			
Graeme	Begin compiling 2020 / 2021 / 2022 Membership FAQs for self-service via FAQ Plugin	In-Progress	May 4: Ongoing Jun 1: Ongoing

Jonathan / Erik / Ron / Rob V	Establish a 2-step process for new clubs to join - to obtain information regarding them before they are accepted as a member club.	In-Progress	May 4: Ongoing Jun 1: Ongoing
Ron / Board	Club memberships due from Sunnyside (1 member), Vernon (9), Victoria Canoe & Kayak (10). - Vernon bringing cheque to Penticton Duel In The Desert	In-Progress	May 4: Ongoing Jun 1: Ongoing
Ron / Board	Collect cheque from Vernon Penticton Duel In The Desert	Completed	May 4: Ongoing Jun 1: Ongoing May 15: Ron received cheque & delivered to CORA Treasurer
Board	Get contact details on Ku'oko'a (new CORA club)	Completed	May 4: Ongoing Jun 1: Clubs page & Club Logos page & Canoe Registry updated
Board	Approach Tony regarding his ability to remain a Director.	In-Progress	May 4: Ongoing Jun 1: Ongoing
Graeme	Update Canoe Registry such that False Creek sold their yellow Calmar and green Calmar to Star Nation' for its at-risk youth program.	In-Progress	May 4: Ongoing Jun 1: Ongoing
Jonathan / Board	Fort Langley Fall Small to be approved for sanctioning	In-Progress	May 4: Ongoing Jun 1: Ongoing

Graeme	Update Canoe Registry such that H20 has sent 2 outrigger canoes to Mexico. May not remain CORA Club in future.	In-Progress	May 4: Ongoing Jun 1: Ongoing
Graeme / Val	Approach Wai Nui about joining CORA	In-Progress	May 4: Ongoing Jun 1: Ongoing
Graeme / Val / Mony	Val and Graeme to move ahead without Mony to try to create an Eastern CORA Cup Series.	In-Progress	May 4: Ongoing Jun 1: Ongoing
Graeme	Contact CORA Cup Series hosts about CORA grants available: Island Iron - Vivian Thomas at L48 to be contacted Lotus Iron - Grace Morrisette at Lotus to be contacted Comox Nationals - Rupert Wong at CVCRC to be contacted	In-Progress	May 4: Ongoing Jun 1: Ongoing May 7: Grace with Lotus contacted May 8: Vivian / Melanie with Latitude 48 contacted
Ron / Rob V / Rob M	Collect weights of 7 Bradley Lightning OC6s weighed at Burnaby Lake OC Sprints	In-Progress	May 4: Ongoing Jun 1: Ongoing
<b>Raised Jun 1 / 2022</b>			

Erik	Provide CORA OC Sprints G2G Race Results in Word / Excel / Text format	In-Progress	Jun 1: Ongoing
Erik / Graeme	Erik will add capability to delete Buy & Sell ads once Erik sees some examples	In-Progress	Jun 1: Ongoing
Erik / Ron	3 Haunani Outrigger Club clinics to be advertised to CORA members on the CORA website.	In-Progress	Jun 1: Ongoing
Board / Treasurer	Consider whether the mileage honorarium of \$.50/km for fuel and wear & tear should be increased due to higher gas cost when Jonathan is present	In-Progress	Jun 1: Ongoing
Leanne / Erik / Graeme	Sprints (London 2022) Time Trial results need to be posted (PDF) & Team announcements will be linked to IVF page	In-Progress	Jun 1: Ongoing
Board / Treasurer	Consider whether CORA should reimburse CORA clubs for use of their OC6s at CORA OC Sprints when Jonathan is present	In-Progress	Jun 1: Ongoing

Secretary / Ron / Erik / Cindy	COVID Policy Updates should be deleted from standing items in future	In-Progress	Jun 1: Ongoing
Erik / Val / Marianne	Erik to assist in sending out Junior Survey to all Club representatives only	In-Progress	Jun 1: Ongoing
Ron	<i>Plain language regarding our insurance coverage will be posted on the CORA website.</i> On the Action Items (5-6 Insurance Action Items - since Nov 2021) - <b>Ron to provide within 30 days (before next board meeting)</b>	In-Progress	Jun 1: Ongoing
Val	Val will out to Rich Carson for more inside info on Wendy Rae Perkins	In-Progress	Jun 1: Ongoing
Graeme	Working on simplified Chain Of Custody Google Sheet for all CORA properties (Weigh scale; 2 Feather Flag Banners (+ 2 spares); Peter Forand Trophy; Hugh Town Trophy)	In-Progress	Jun 1: Ongoing
Graeme	Building out an index / inventory on all CORA 2022 Sprints documents for future reference	In-Progress	Jun 1: Ongoing



Board / Treasurer	Consider whether Board should increase Junior / Novice Paddle Grant from \$1500 to \$1600 when Jonathan is present	In-Progress	Jun 1: Ongoing
Erik	Provide form for Junior / Novice paddlers to provide details on their participation at CORA Cup Series races to be eligible for Junior / Novice Paddle Grant	In-Progress	Jun 1: Ongoing
Erik	Post Unlimited Recovery Procedures draft document on CORA website	In-Progress	Jun 1: Ongoing
Marianne / Paul	Order CORA Cup Series medals and the lanyards; Send the list to Ron first; Marianne and Paul will do the paper labels for the back of the medals.	In-Progress	Jun 1: Ongoing
Jonathan	Apply to RBC for a CORA corporate credit card with a maximum credit limit of \$5-10,000 at Jonathan's discretion secured by a CORA GIC matching the credit limit.	In-Progress	Jun 1: Ongoing
Erik	Remove Scott Borle from CORA Board Email Group	In-Progress	Jun 1: Ongoing

Ron	Confirm that Tony Vukasovic can stay in IVF role and can be removed as a CORA Board Director	In-Progress	Jun 1: Ongoing
<b>Raised Jul 6 / 2022</b>			