



CORA Annual General Meeting Minutes
Sunday, November 21, 2021 at 2:00 PM PST
Via Zoom Video Conference

1. Welcome and Call to Order (Ronald Chin)
 - a. Attendance taken via online
 - b. This meeting is being recorded. You consent to being recorded by remaining on the call. The recording will not be posted.
 - c. All voting will be done through poll
 - d. Any guests who are not CORA members or proxy members, we remind you that you are not authorized to vote
 - e. Board members, Ron Chin, Rob Magnus, Leanne Stanley, Mony Sy, Rob Varnel, Erik Ages, Marianne Pilon, Graeme Galves, Cindy Wright, Valerie Simmons, Scott Borlie and Tony Vukasovic.
 - f. Will dispense with notice, as notice has been given
 - g. Confirmation of quorum
 - h. Meeting declared open for constitution of business.
2. Changes, additions, and acceptance of agenda (Ronald Chin)

Ron Chin - Motion to approve agenda

Seconded - Jonathan Wilkins

Approved
3. Presentation and Acceptance of previous 2020 AGM minutes (Ronald Chin)

Ron Chin - Motion to adopt the 2020 AGM minutes as a correct record of the proceedings at that meeting

Seconded - Jonathan Wilkins

Approved
4. Presidents Report: A year in review (Ronald Chin)
 - a. See report
5. COVID Response Report: CORA initiatives review (Ronald Chin)

- a. See report
- b. Included in the report is the Resolution that all paddlers participating in a CORA sanctioned event must be fully vaccinated.
- c. Question - Wording regarding everyone must be fully sanctioned events, does this include all day to day activities within clubs.
 - i. We will clarify that this does not include the day to day activities within the clubs
- d. Question - how is this policy implemented. Will there be guidelines on how to enforce this, especially regarding races.
 - i. Guidelines will be provided to all clubs.
 - ii. Yes, this relates to the latest policy issued by BC.
- e. Question - does this restriction include all volunteers at each event.
- f. Question - currently the BC provincial health order does not require restrictions for outdoor sports.
 - i. There is a policy regarding Juniors.

6. Treasurer's Report: (Jonathan Wilkins)

- a. 2020 Balance Sheet & Financial Statements presented for acceptance
 - i. see attached

Motion - Jonathan Wilkins - Be it resolved that the unaudited financial statements of the corporation dated December 31, 2019, be and are hereby accepted.

Seconded - Ron Chin

Approved

- b. Outline 2022 Proposed budget (to be approved by Board at Dec 2021 Meeting)
- c. We have a surplus of funds as we spent less than our budget had allowed for.
- d. We no longer have any money in GICs as the interest earned was not sufficient to tie up monies.
- e. We do not have these reports audited but are required to provide monthly financial reports.
- f. Note any monies in RME Grants not spent this year will be carried over to next year
- g. IVF money, the Samoa fund is being brought forward from 2021 to 2023.
- h. Budget for 2022, this will be voted on by the CORA Board - See attached, of note:
 - i. Grant of \$5,000.00 for National Team Development

- ii. Coach to coach development
- iii. Promote quality of events, additional money going into quality of events
- iv. Anticipate having an in person AGM for 2022.
- v. Vision and five year strategic planning.
- vi. Student scholarships - stipend to attract work from students who are members and active paddlers to do some of the volunteer work
- vii. Subsidized paddlers as a door prize for Novices and Juniors at CORA events.

Questions:

\$10,000.00 seems like a lot of money for strategic planning, what is this going to be spent on.

Strategic Planning - it has been 30 years since the inception of CORA. We are working toward having a vision to engage the membership, hire someone to facilitate the strategic plan process. We would like to look ahead and be proactive as opposed to reactive.

This process will be handled over a period of time, in order to address each task.

The Board will be deciding the process as we go into next year, this is an enabling amount of money in order to go ahead with the process.

As members of the CORA Board are not experienced in this, we will be seeking outside help. One of the first steps will be to be transparent with the membership, part of the expense will be consultation with the members. This will be a community engagement process.

There are no facilitators in mind at this point.

CORA is recognizing that we need to spend money and is looking for a vision on how to spend the money.

We will be looking to members to envision how the money can be invested into CORA paddlers, needs, growth of clubs, contact with the East, senior games, etc. There are many places to be influential but need to determine where to spend the money.

Outside 3rd party stakeholders will also be consulted on how to help CORA members and clubs.

7. Report of 2021 Grants (Ronald Chin)

- a. See attached.
- b. Clinic grants are provided to CORA members to request funds, from Clinic Grants, RME Grants, Town Hall guest grants, national hosting grants, sprint

winter and spring series, Travel Grants and Coaching Grants (up to two coaches per club). Note: Clinics you cannot make a profit.

- c. Travel Grant criteria has been changed so that a club can apply for a grant to bring canoes to their own race to provide canoes for their race. Accumulative distance still applies.
- d. RME Grant was the largest request this year. There was an open call, clubs applying would be approved depending on eligibility

8. Motion for waiving the appointment of auditors (Ronald Chin)

Ron Chin - Motion - Be it resolved that the appointment of auditors of the Corporation for its Financial year ending December 31, 2020, is hereby waived.

Second - Rob Varnel

Approved

9. Membership Report (Grace Morissette)

- a. See attached
- b. Note - cancellation of races did affect races
- c. Largest age group is Masters 60+
- d. 80% of all CORA paddlers are over 40 years of age
- e. Thanks to Erik for keeping the membership base updated

10. Communications Report (Erik Ages, Graeme Galves)

- a. Outbound - Website / Facebook (Erik Ages)
 - i. See attached
 - ii. Note - just before COVID, CORA's Board had just migrated over to google and zoom meetings. This was timely.
 - iii. Thanks to all members for keeping in contact with everyone and to find ways to keep in contact with membership.
 - iv. Some glitches encountered through communication but will be migrating server from shared to dedicated.
 - v. New membership procedures will dovetail with our insurance obligations
 - vi. Trying to engage more through social media. The thought is to engage Western Canada with the rest of Canada.
- b. Inbound - Requests for assistance (Graeme Galves)
 - i. See report

- ii. Communications have become more self serviced. This progression is improving from year to year, including grant applications and membership renewals/enrolment.
- iii. Addressed questions and requests through online communications
- iv. Looking to create an FAQ on the website with links to address common questions and concerns.

11. CORA Off-The-Water Video Conference Series (Leanne Stanley)

- a. See report
- b. Last year in the midst of the pandemic, it was obvious that we were missing the social side of paddling and talking. Committee was formed from Board members to video conferencing.
- c. Hosted 14 sessions in 2021, started with Jim Foti and Cheryl Skribe. Main focus was on small boats, with ending the year on sprints and OC6, including honouring founding members.
- d. As we move forward more OC6 sessions, coach the coach and race directors. May not happen once a month but will happen.
- e. Thanks to all presenters and members who assisted in these events.
- f. Thanks to Ron, Erik and Val.
- g. Feedback very positive
- h. Any suggestions please send to Leanne,.

12. Secretary Report (Marianne Pilon)

- a. See report

13. Juniors Report (Marianne Pilon)

- a. See report

14. IVF Report (Leanne Stanley)

- a. See report
- b. Of note any trial fees have been waived for Juniors
- c. Sprints - Hilo cancelled in 2020, Distance cancelled in Samoa in 2021.
- d. London 2022 World Sprints - plans for trials, including selection criteria Some categories still need to be raced off, which occur in May of 2021, all free agents must attend, including all women;s over 50 and paddlers trying out for elite crews.
- e. So far 2022 World Sprints will be happening, until so advised IVF committee will be reviewing all information as to whether or not the pandemic and entries will affect the 2022 World Sprints.

- f. Everyone registered for 2022 continue to train, make sure all travel plans are refundable just in case
- g. Looking ahead to 2023, will be announcing selection criteria in early 2022. October 15 and 16 will be booked at Jericho for trials.
- h. Keep an eye on the CORA website with respect to all updates.
- i. IVF AGM coming up in December. We have two Canadians on the IVF Committee.

15. Insurance & Safety Report (Ronald Chin)

- a. See attached
- b. No incidents or insurance claims
- c. We have switched insurance providers to BFL Canada, BFL Canada is more familiar with paddling sports, they are also the provider with Dragon Boat Canada. The policy, including the wording has remained the same.
 - i. Insurance covers 3rd party claims only. For example - bodily injury to a swimmer you have coverage.
 - ii. The types of events covered are - CORA sanctioned events, including races and training at the event. Also covers day to day operations for each club - Activities are covered for claims that arise from sanctioned activities.
 - 1. CORA sanctioned races and events are covered, including IVF time trials and training program
 - 2. Club activities - CORA will be developing a procedure manual whereby all CORA clubs will submit to CORA, not for approval but for information, to inform CORA of the types of activities that your club uses. A questionnaire will be done outlining your programs and your training.
 - 3. Recreational paddling is covered as long as it is included in your club activities.
 - 4. You can paddle or do dryland training away from your club premises.
 - 5. You can have guest paddlers as long as it is a sanctioned activity.
 - 6. Paddling training or paddling can be done off site as long as it is in the club operation outline.
 - 7. Members who train on their own time as long as they are training under a sanctioned activity. For example - written training program issued by a program within the club.

8. Plain language regarding our insurance coverage will be posted on the CORA website.
9. Unaffiliated members - self directed training which is not covered under a club program, or a CORA sanctioned event or program is not an insurable activity.
 - a. Unaffiliated members will be apprised of this when they register.

Question - how do we record the number of drop ins.

You will need to send this into a CORA Board member on the insurance committee. This must be done just prior to the AGM.

16. Canoe Registry Report (Graeme Galves)

- a. See attached
- b. Attempts are being made to contact all clubs to keep the list of canoes up to date
- c. Requests have come from Eastern Canada for more OC6s
 - i. Vernon and Pacific Reach collectively provided three OC6s

17. Historical Committee Report (Graeme Galves, Valerie Simmons)

- a. See attached
- b. Graeme:
 - i. Started last year, part of the COVID initiatives.
 1. 18 Hall of Fame inductees, were able to collect information regarding our Canadian history
 - ii. Of note the Burrard Canoe - First OC6 in Canada, arrived in 1986. Jackie Bell has the canoe from Comox.
 - iii. IVF Team Canada Legacy - many thanks to Heather Taylor, Robin, McNair, Mel Whittal, Andrea Dillon for providing first hand accounts.
- c. Val:
 - i. Relatively new to the sport, but found that by asking more questions more interesting information has come through.
 - ii. The migration of canoes has developed the sport. A canoe that's purpose is to help clubs develop is often used.
 - iii. Thanks to Mony Sy for helping grow paddling in Eastern Canada.
 - iv. Landscape in the East is growing so fast.
 - v. Can anyone who knows the paddler who paddled the St. Lawrence to Nova Scotia, link them up with Val?

18. Awards Committee Report (Graeme Galves, Rob Varnel, Mony Sy)

- a. See attached for details of awards and report.

19. 2021 Race Report - Recap of the 2021 Race Calendar (Graeme Galves)

- a. See attached
- b. Winter/Spring Racing series was virtual for this year
- c. We were able to line up great sponsors for prizes.
- d. Proceeds for events were split between clubs
- e. In person races were able to be held as COVID restrictions allowed.
- f. Cannot make a realistic comparison between this year's races and previous races.
- g. Will be requiring that all paddlers attending CORA sanctioned events must be fully vaccinated.
- h. Looking toward an Eastern Canada as well as Western Canada CORA Cup Series races.

20. 2022 CORA Event Calendar (Ronald Chin)

- a. See calendar attached
- b. CORA Board approved race calendar for 2022
- c. Four CORA Cup Series races:
 - i. May 7, 8 - Duel in the Desert, Penticton
 - ii. June 4, 5 - Island Iron, Latitude 48
 - iii. July 2 - Lotus Iron, Lotus
 - iv. End of August - CORA Distance Nationals - Comox
- d. CORA Sprint Nationals will be held in April of 2022 at Burnaby Lake.
- e. Race Directors will be required to ensure that all paddlers participating must be fully vaccinated

21. New Business (Ronald Chin: round table to all)

- a. No new business

22. Voting for the 2022 Board of Directors (Ronald Chin)

- a. CORA has an authorized maximum number of 15 Board members. Currently we are at 12 members.
- b. Under the 3-year cycle under election:
 - i. Ron, Leanne, Mony - expire 2021
 - ii. Scott, Graeme, Rob M, Jonathan and Marianne - expire 2022
 - iii. Erik, Rob V, Cindy, Valerie and Tony - expire 2023

Call for any nominations for joining the CORA Board. No nominations.

Proceed with resolution for re-election for Motion

Motion - Rob Varnel - Be it resolved that the persons nominated for election as directors be elected a directors of the corporation to hoid office for a term of three years.

Second Rob Magus

Approved

23. Wrap up at 4:30PM (All)

Ron Chin - Motion to that there be no further business that the meeting be concluded.

Jonathan Wilkins - second

Approved

Action items identified in CORA AGM, Nov 21, 2021			
Assignee	Action Item	Due Date	Comments
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: To-Do

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: To-Do
Insurance Committee / Ron / Erik / Jonathan	Plain language regarding our insurance coverage will be posted on the CORA website.	In-Progress	Nov 21: To-Do
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: To-Do