



CORA Monthly Meeting Minutes Draft

Wednesday, December 7th, 2022

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

Google Meet joining info

Video call link: <https://meet.google.com/fnz-cusg-xgp>

1. Welcome and Roll Call

Present: Ron; Rob V, Cindy, Graeme, Foruzan, Leanne, Jonathan

Regrets: (Erik; Rob M, Marianne, Mony; Dean)

2. Adoption of November 2, 2022 Monthly Meeting minutes: Moved: By Ron; Seconded: Jonathan. APPROVED.

3. Confirmation of Agenda/Add New items: Confirmed.

4. Standing Items - Presented by existing Officers

a. Communications & Technical Update – Erik / Graeme

- i. Graeme going through the website and Google drive updating to be current.

Jonathan - Homepage post for joining - please add a live link. **CTA / image / badge prominent**

b. Membership Update – Grace

i. Individual Memberships

2023 Membership is open.

ii. Club Memberships

2023 Membership is open.

c. Administration Updates – Ron

- Follow-up with Mony.
- Emailed Mony - have not heard back.
Would like him to remain on Board because he's the only rep from Quebec.

d. Grant Updates – **Ron**

Clinic Grants -

- No activity

Coaching Education Grants -

- No activity

RME Grants -

- RME Grants (Open Call) paid by e-transfer:
 - CVCRC - \$1000.00 December 2nd, 2022
 - Lotus - \$856.42 December 6th, 2022
 - NOPC - \$1000.00 December 2nd, 2022
 - FCRCC - \$1000.00 December 2nd, 2022
 - TSCC Maka Koa - \$1000.00 December 2nd, 2022

Travel Grants -

- No activity

e. IVF Representative Update – **Leanne**

i. **Sprints (Hilo 2024)**

- Trials on the schedule for September 2023

ii. **Distance (Samoa 2023)**

- One PD crew put forth an application. Discussions of next steps for the other paddlers involved in that category.
- Evaluation camp dates set, registration information forthcoming to eligible participants.

iii. **IVF Board**

- IVF AGM this Saturday, Dec 10, 2022.
- More info in January.

f. Financials/Treasurer Update - **Jonathan**

- MOVED by Jonathan** that the insurance policy premium for renewal of CORA's CGL Liability Policy and D&O Policy be authorized up to \$14,000.00. Seconded by Leanne. **APPROVED.**
- BUDGET APPROVAL.
MOVED by Cindy that the 2023 Budget as presented at the 2022 Pre-AGM Meeting and AGM be approved. Seconded by Graeme. **APPROVED.**
- RBC Credit Card received and does not work. Jonathan to follow up with RBC.
- MOVED by Jonathan** that a \$5000 transfer be provided from the general Account to the CORA IVF National Team development fund. Seconded by Rob V. **APPROVED.**

g. Junior Update - **Marianne**

- i. Deferred.
- h. Town Hall Update - **Leanne / Erik / Ron**
Next Town Hall will be in January (Leanne away 3 weekends, so someone else to take the lead). Topic TBD.
No takers yet to join the committee
- i. Insurance (plus Unaffiliated / Delinquent) Update - **Ron / Erik / Jonathan**
 - i. Renewal documents (application) received from BFL Canada and Erik (?) to submit soon
 - ii. Ron has updated the Member Club list and BFL Canada has returned the amended schedule.
 - iii. Lotus needs Certificate of Insurance soon because of Icebreaker and its lease renewal.
 - iv. Ron to complete Insurance Summary for January 2023 Board Meeting.
- j. Historical Update - **Graeme**
 - i. Ongoing discussions with Marc Lavertu, Sue Milligan, Donna Harrison, Ron Dickinson on Sunshine Coast OC History
 - ii. Requested Val to forward all Eastern Canada OC History research for publication; Erik keeping Val's CORA email address alive for a few months
- k. Awards Update - **Graeme**
 - Hugh Town Memorial Builder Award (Jan Chavarie) Media Release published
 - Hugh Town Memorial Builder Award (Jan Chavarie) Perpetual Page updated
- l. Race Committee Update - **Race Committee (Ron / Rob M / Cindy / Mony / Graeme)**

2023 Race Schedule

- FCRCC has asked for a change of date for PNWORCA Winter Series Race #5 to Saturday, March 18, 2022, which is the same day as Crazy 8s.
- NOT APPROVED for March 18. Too much conflict with Crazy 8 big boat and small boat.
- Ask about Sunday, March 12th.

5. New Business

- A. Appointment of 2023 Officer and Committee Member Positions - **Ron**
 - See draft 2023 descriptions (copy of 2022 version for editing) on the Shared Drive here:
<https://docs.google.com/document/d/1FpX9fTX9rG1IMT1rs1hkAyFLKeM>

[GwtOcxMTtXYcomkl/edit?usp=share_link](#)

All existing officers were confirmed and Marianne Pilon appointed as Secretary.

Committee Members updated.

- B. Selection process, job description (if separated from IVF committee members that have been doing it historically), training (who will train this person if not an IVF Committee member or person who has done it previously), and budget for Area Coordinator at IVF Events - **Rob V. / Jonathan / Ron**
- **MOVED by Leanne** that a committee composed of Rob V, Jonathan and Ron be constituted to establish the selection process for Area Coordinator at IVF events. Seconded by Cindy. **APPROVED.**
 - AC Selection Committee to finalize the selection process by end of January.
- C. Traditional (Spec) & Unlimited & Ultralight - Deferred to January.
- Penticton Duel In The Desert - 4 OC6 crews (Short Course / Long Course) raced Bradley Lightning OC6s (Sub-400Lbs) Without Weights
 - We can readily identify "Ultralights" (Malolo; Vortex; Matahina), but seems we only look for "Unlimiteds" at CORA Distance Championship Race We recorded weights of 7 Bradley Lightning OC6s at 2022 Burnaby Lake Sprints (340-410 Lbs.), but what about other "Unlimiteds" at CORA Sanctioned Events
 - 2022 CORA Race Review Report updated to reflect 16 (not 12) of 18 OC6 crews raced "Unlimited"
- D. 2021/2022 Action Items progress? - **Graeme**
- Reviewed from 7PM-8PM PDT - 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**

Moved to adjourn at 9:01 PST by Ron. Seconded by Graeme.

Next Meeting – Start 7:00 PM - Wednesday, January 4th, 2023

Assignee	Action Item	Due Date	Comments
Raised Feb-3 / 2021			
Mony	Translate 2020 race rules into French Wait until after next Distance Race Rules Revisions (2021-02)	In-Progress	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 Jul-6: Find university student to utilize CORA approved Grant. No race in Quebec yet. Wait until a Distance race is scheduled before asking Mony to translate the amendments. We have \$4000 for student work which may include translation of the Distance Race Rules. Send to Val. Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Erik / Jonathan	Benefits of joining CORA will be sent out when new insurance has been finalized (2021-02)	In-Progress	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: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: 2022 Continue to raise concerns should Ron not have time for Insurance Summary; Ron to provide in plain language insurance summary by Jan-31, 2023.
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 (2021-03)	In-Progress	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: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: 2022 Continue to raise concerns should Ron not have time for Insurance Summary; Ron to provide in plain language insurance summary by Jan-31, 2023.
Raised May-5 / 2021			
Graeme	Revise / simplify proposed Novice Age Division	In-Progress	May-5: Ongoing May-27: Revised Novice

	definitions and distribute to Board for review (2021-05)		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 Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Board / Rob V	We should organize more sponsors / it would be handy to have multiple sponsors (2021-05)	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 Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Raised Sep-1 / 2021			
Ron	Update Travel Grant eligibility requirements to allow Host Clubs to trailer OC6 canoes	In-Progress	Sep-1: Ongoing Oct-6: Ongoing Nov-3: Ongoing Dec-1: Ongoing Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing Apr-6:

	to be used at the event (2021-09)		Ongoing May-4: Ongoing Jun-1: Ongoing Jul-6: Ron to provide it by end of July 2022. Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Raised Oct-6 / 2021			
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 (2021-10)	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 Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Board / Ron	Update Race Directors Guidebook with takeaways from discussion on TIOC 2021 feedback (2021-10)	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 Jul-6: Note for future Town Hall Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Ron	Insurance guidelines will be posted in the context of discussion on TIOC 2021 feedback (2021-10)	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 Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: 2022 Continue to raise concerns should Ron not have time for

			Insurance Summary; Ron to provide in plain language insurance summary by Jan-31, 2023.
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 (2021-10)	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 Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Board	Update CORA Sprints Race Rules as per Distance Race Rules Revisions 2021-July (2021-10)	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 Jul-6: Will use Burnaby Lake Sprints as guidance and distribute TBC 31-Oct-2022 Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Raised Nov-3 / 2021			
Graeme / Leanne	Contact Joey Hertz for Kelowna history (2021-11)	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 Jul-6: Ongoing Aug-3: Ongoing Jul-27: Contacted Joey Hertz with starter questionnaire on KPC history Aug-3: Ongoing Aug-31 Carmen Prehofer is the KPC contact Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing

Erik / Rob V	Cindy suggests that Erik and Rob V take a stab at UL recovery procedure (2021-11)	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 Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Graeme / Ron	Correct CORA Website "Water Changes" document as per Lori / Lorri (2021-11)	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 Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: 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 (2021-11)	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 Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ron to ask Grace to check which clubs don't have 6 members. Oct-5: Ongoing Nov-2: Ongoing Dec-7: 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 (2021-11)	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 Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing

Board / Race Committee	For CORA Cup Series races, it is mandatory that short 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? (2021-11)	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 Jul-6: Ongoing Aug-3: Ongoing Sep-7: To be included in Race Directors' Guidebook. Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Insurance Committee / Ron / Erik / Jonathan	All clubs MUST put together and submit to CORA, for sanctioning, an operating plan/outline of their practices (2021-11)	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 Jul-6: Ongoing Aug-3: Survey provided by clubs when they renew their memberships (also new clubs as well). Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: 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 (2021-11)	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 Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ron to ask Grace to check which clubs don't have 6 members. Oct-5: Ongoing Nov-2: Ongoing Dec-7: 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	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 Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: 2022 Continue to raise

	MUST be members with CORA (2021-11)		concerns should Ron not have time for Insurance Summary; Ron to provide in plain language insurance summary by Jan-31, 2023.
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 (2021-11)	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 Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ron to ask Grace to check which clubs don't have 6 members. Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Raised Nov-21 / 2021 (AGM)			
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 (2021-11)	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 Jul-6: Ongoing Aug-3: Ongoing Sep-7: Highly recommend the Insurance Committee review Lotus Sports Club Guidebook; Graeme to circulate to the Board.Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Insurance Committee / Ron / Erik / Jonathan	Plain language regarding our insurance coverage will be posted on the CORA website (2021-11)	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 Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: 2022 Continue to raise

			concerns should Ron not have time for Insurance Summary; Ron to provide in plain language insurance summary by Jan-31, 2023.
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 (2021-11)	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 Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Raised Dec-1 / 2021			
Graeme	Agreed that "old" Outstanding Action items will be noted such as "Not going to happen" and removed (2021-12)	In-Progress	Dec-1: Ongoing Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Raised Jan-5 / 2022			
Marcus Krieger / Rob Varnel	Work so far on a huli recovery document to be published (2022-01)	In-Progress	Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Raised Feb-2 / 2022			

Rob V / Cindy / Erik / Leanne	Form a committee to create policies on unaffiliated members and delinquent clubs (2022-02)	In-Progress	Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing.
Rob V / Erik	Draft Unlimited Recovery huli procedure document be circulated to the Board for discussion (2022-02)	In-Progress	Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Raised May-4 / 2022			
Graeme	Begin compiling 2020 / 2021 / 2022 Membership FAQs for self-service via FAQ Plugin (2022-05)	In-Progress	May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Cindy / Erik	Establish a 2-step process for new clubs to join - to obtain information regarding them before they are accepted as a member club (2022-05)	In-Progress	May-4: Ongoing Jun-1: Ongoing Jul-6: Cindy proposed 2 forms - one for renewal and one for new members (where membership is not automatic and not to be confirmed). Erik and Cindy to prepare. Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Ron / Rob V / Rob M	Collect weights of 7 Bradley Lightning OC6s weighed at Burnaby Lake OC Sprints (2022-05)	In-Progress	May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing

Raised Jun-1 / 2022

Erik	Provide CORA OC Sprints G2G Race Results in Word / Excel / Text format (2022-06)	In-Progress	Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Erik / Val / Marianne	Erik to assist in sending out Junior Survey to all Club representatives only (2022-06)	In-Progress	Jun-1: Ongoing Jul-6: Erik to provide Val and Marianne with a link to see data. September: Marianne has been compiling the data and will be contacting the clubs that are interested in further discussions. Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: 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) - Ron to provide within 30 days (before next board meeting) (2022-06)	In-Progress	Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: 2022 Continue to raise concerns should Ron not have time for Insurance Summary; Ron to provide in plain language insurance summary by Jan-31, 2023.
Val	Val will reach out to Rich Carson for more inside info on Wendy Rae Perkins (2022-06)	In-Progress	Jun-1: Ongoing Jul-6: No Response; Historical Committee follow-up Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing

Erik	Post Unlimited Recovery Procedures draft document on CORA website (2022-06)	In-Progress	Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Raised Jul-6 / 2022			
Board	CORA Cup Medals for 2022 Need to discuss lower cost options (ordering same spec from China) or alternatives for future years at AGM (2022-07)	In-Progress	Jul-6: Add as Pre-AGM Topic Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Raised Sep-7 / 2022			
Graeme / Erik	Post 2022 Queen Liliuokalani Races social media of Haunani as Eastern Canada OC promo - include with TIOC Summary (2022-09)	In-Progress	Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Insurance Committee	Need to keep a list of Member Clubs up to date so we don't pay a higher premium than we need to. At the AGM, decide which clubs to drop from the Member Club list on the policy, as well as on the CORA website, etc. (2022-09)	In-Progress	Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing

Raised Oct-5 / 2022

Board	Will a CORA Sprints in Burnaby factor into the 2024 Hilo preparations? (2022-10)	In-Progress	Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Grants Officer	Organization of website pages (Grants, race rules, etc.) to be reviewed and made at the Pre-AGM Meeting. (2022-10)	In-Progress	Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Graeme	Jonathan says It makes sense for Oddball to invoice CORA for the full \$1600 for the Gift Certificates redeemable within 1-year (2022-10)	In-Progress	Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Rob Varnel	Rob Varnel spearheading a committee on Open Division instead of Men's Division (2022-10)	In-Progress	Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Ron Chin	TSCC Maka Koa to pay such reduced CORA Day Fees for TIOC 2022 to CORA (2022-10)	In-Progress	Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing
Ron / Cindy	Ron to provide Cindy with latest version of Race	In-Progress	Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing

	Directors Guidebook for editing before Cindy's October time at sea (2022-10)		
Raised Nov-2 / 2022			
Graeme	CORA General FAQs almost ready for review. Requesting 1 or more volunteers to review FAQs (many, many of them) for political correctness to be distributed for review after AGM & before Dec-2022 Board Meeting. Graeme to circulate when further revised. (2022-11)	In-Progress	Nov-2: Ongoing Dec-7: Ongoing
Leanne / Graeme	Burnaby Sprints happening in 2023 and 2024? To be discussed at Pre-AGM. No objections. (2022-11)	In-Progress	Nov-2: Ongoing Dec-7: Ongoing
Erik / Town Hall Committee	Crew Selection Town Hall with Jill Schooler (Lanakila) and Dave Krueger (NAC) recording needs to be posted to YouTube and linked on the CORA website. (2022-11)	In-Progress	Nov-2: Ongoing Dec-7: Ongoing

Graeme / Val	Collect all Eastern Canada OC History from Val & publish Legacy document before 2022-year end (2022-11)	In-Progress	Nov-2: Ongoing Nov-30: Pinged Val to forward any Eastern Canada OC History to Graeme Dec-7: Ongoing
Raised Nov-19 / 2022 (Pre-AGM)			
Ron Chin	Contact Mony Sy to ask what are his barriers with respect to attendance (2022-11)	In-Progress	Nov-19: Ongoing Dec-7: Ongoing
Board	Look into a fixed 7 PM start time in order to assist Eastern members of the Board to attend (2022-11)	In-Progress	Nov-19: Ongoing Dec-7: Ongoing
Erik / Ron	Onboard new Board Members with emails & Google Drive permissions & Acknowledgements (2022-11)	In-Progress	Nov-19: Ongoing Dec-7: Ongoing
Erik / Ron	CORA clubs must have 6 members by June. Notice will be given to any clubs not meeting this requirement. If any clubs do not meet the 6-member requirement the club membership will be revoked.	In-Progress	Nov-19: Ongoing Dec-7: Ongoing

	Notice will be on the CORA website outlining the requirements for clubs to have CORA club membership as well as pointing out the club membership is not refundable. (2022-11)		
Ron / Marianne	Lanyards for distance will be ordered now without the year on them. Instead, the stickers on the back of each medal will have the year as well as the division. (2022-11)	In-Progress	Nov-19: Ongoing Dec-7: Ongoing
Cindy / Erik / Leanne	Hire a Strategic Planning specialist to organize and start us off. CORA will need to write a statement of work which includes hire merit criteria, should include some experience with sport. Cindy, Erik and Leanne are willing to take on writing up the job description. (2022-11)	In-Progress	Nov-19: Ongoing Dec-7: Ongoing
Erik / Board	Website Operation - Suggestion of hiring someone other than Paul of	In-Progress	Nov-19: Ongoing Dec-7: Ongoing

	FGPC to handle this (2022-11)		
Ron / Race Committee	CORA Cup race directors need to be reminded that they need to offer a Short Course race and of the applicable race divisions for setting up registration. (2022-11)	In-Progress	Nov-19: Ongoing Dec-7: Ongoing
Communications Officers	Prize draws at events should include volunteers in the draw as managed by race directors (2022-11)	In-Progress	Nov-19: Ongoing Dec-7: Ongoing
Raised Nov-20 / 2022 (Technical AGM)			
Town Hall Committee	Race Director's Guidebook to be reviewed at upcoming Town Hall session (2022-11)	In-Progress	Ongoing Dec-7: Ongoing
Treasurer	CORA Treasurer to provide budget line item to assist Juniors by waiving registration fees for races for CORA cup events. (2022-11)	In-Progress	Ongoing Dec-7: Ongoing
Raised Dec-7 / 2022			

Ron / Graeme	Update all past Action Items with progress as per Action Items Summary reviewed prior to Quorum (2022-12)	In-Progress	Dec-7: Ongoing
Graeme / Erik	Add live link (CTA / image / badge) on Home page to Become A Member prominent (2022-12)	Completed	Dec-7: Ongoing Dec-9 Done
Ron	Follow Up with Dean Dogherty to see if sincere on being with the Board, as he missed AGM & Dec 2023 Board Meeting (2022-12)	In-Progress	Dec-7: Ongoing
Rob V / Jonathan / Ron	A committee composed of Rob V, Jonathan and Ron to establish the selection process for Area Coordinator at IVF events and finalize the selection process by end of January 2023 (2022-12)	In-Progress	Dec-7: Ongoing
Town Hall Committee	Next Town Hall will be in January (Leanne away 3 weekends, so someone else to take the lead). Topic TBD. (2022-12)	In-Progress	Dec-7: Ongoing
Ron / Insurance Committee	Ron to complete Insurance Summary for January 2023 Board Meeting. (2022-12)	In-Progress	Dec-7: Ongoing

Leanne	Communique from IVF (Lara Collins) regarding paddlers who participated for Team Canada (2022-12)	In-Progress	Dec-7: Ongoing
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