



CORA Monthly Meeting Minutes Draft

Wednesday, March 1st, 2023

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

Google Meet joining info

Video call link: <https://meet.google.com/kgz-zjvi-wkv>

1. Welcome and Roll Call

Present: Ron, Graeme, Rob V., Jonathan, Erik, Foruzan & Leanne

Absent: Cindy, Marianne, Mony, Rob M. & Dean

2. Adoption of Monthly Minutes from February 1st, 2023: Moved: By Ron; Seconded: Jonathan APPROVED

Adoption of Pre-AGM & Technical AGM Minutes from November 19 and 20, 2022: **Deferred**

Confirmation of Agenda/Add New items:

Recap / Update on February Meeting Action items:

- Ron & Dean | CORA Director Acknowledgement form to come from Dean. (2023-02) / In-Progress –
- Ron & Grants Officer | RME Grant Application received from Vernon Paddling Centre on January 28, 2023. Vernon now has 6 CORA members. Approval requested below. (2023-02) / In-Progress –
- Dean & Rob V | Any update from the AC committee that was doing stuff in January? Committee members - Rob V and Dean, to determine a process of determining what the AC role entails. Boundary between volunteers and paid needs to be established. Need to set up how an honorarium is paid. (2023-02) / In-Progress –
- Leanne & IVF Committee | Evaluation Camp #1 (Victoria) was a great success. First set of selections are going to be announced next week. (2023-02) / Completed and issued –
- Ron & IVF Committee | Planning stages of Camp #2. FCRC confirmed as the host club, Insurance Certificate requested and received, and Adult Waiver and Junior Informed Consent drafted and provided to Leanne (2023/02) / Completed

- Marianne | Junior Update - Marianne will be in touch with the other clubs. (2023-02) / In-Progress –
- Dean & Town Hall Committee | Need to have another Town Hall Committee meeting. Deferred to proposed date of Saturday, March 11, 2023. Topic: What does CORA provide to you. (2023-02) / In-Progress –
- Foruzan | Graeme sent Foruzan request for assistance with historical items for Eastern Canada and awaiting feedback. Foruzan looking to recruit Eastern Canada paddlers to speak on behalf of an Eastern Canada OC mandate (2023-02) / In-Progress –
- Erik & Graeme | PNWORCA Small Boat Winter Series #2 (JPC) link is 404 (2023-02) / No longer necessary –
- Rob V & Erik | Safety Review - Rob V. has not reviewed updates from Adrian Lee yet, recommends that someone with a good eye should review. Suggestion of asking Erik to review since FGPC has very good safety procedures. (2023-02) / In-Progress –
- Rob M & Erik | This needs to be changed to PNWORCA WS #6 FCRCC (Kai Ikaika is now #5 & Sand Point is #7) (2023-02) / Completed
- Graeme & Jonathan | Graeme to forward Kerr Recognition invoice to Jonathan for e-payment (\$\$). (2023-02) / Completed
- Graeme & Ron & Jonathan | Estimate Juniors 2023 Participation for Juniors Subsidy based on past results (2023-02) - Backlogged

3. Standing Items - Presented by existing Officers

a. Communications & Technical Update – **Erik / Graeme**

- i. Website being maintained on an ongoing basis with race results etc. as they are received.
As people are getting back on the water, Erik will post a Facebook post advertising the CORA Cup series. To coordinate with the new 2023 CORA Cup OC6 Rules.
CORA Cup Series blurb should include swag and Novice / Junior paddle draw and Junior race fees are covered.
- ii. Inbox has been quiet.

b. Membership Update – **(Erik - as at 7pm Wed 1st March 2023)**

- i. **Individual Memberships**
So far in 2023, there have been 927 annual memberships purchased. 87 paddlers have purchased Single Day memberships, including 71 for the Lotus Icebreaker, 5 for FGPC races, and 7 for the PNWORCA small boats race at Jericho.
- ii. **Club Memberships**
To date, 20 CORA clubs have renewed their club memberships. Still waiting for renewals from the following clubs who have paddlers registered with CORA; Calgary (5 paddlers), Delta (11), Fraser Valley (25), Gibson's (12), Kelowna (11), Star Nation (7), VOS (14), Victoria Canoe & Kayak (6), Wailua (4).

c. Administration Updates – **Ron**

- CORA Director Acknowledgement form to come from Dean.

d. Grant Updates – **Ron**

Clinic Grants -

- No Activity
- Note that the enquiry regarding a clinic (Powell River) will be proceeding privately.

Coaching Education Grants -

- No Activity

RME Grants -

- Vernon now has 6 annual CORA Members. Please see Memo at the following link regarding Vernon's RME Grant Application for OC1 and OC2 repairs.

https://drive.google.com/file/d/1uti8BDVNuQXBM-4qt61DjL7Q-F5fDt7M/view?usp=share_link

Moved by Ron: **BE IT RESOLVED THAT** the RME Grant Application of Vernon Paddling Centre submitted on January 28, 2023 be approved by the Board in an amount up to \$1000.00, subject to receipt of satisfactory receipts on or before December 31, 2023.

Seconded by: Jonathan. **APPROVED.**

Travel Grants -

- No Activity

e. IVF Representative Update – **Leanne**

i. Sprints (Hilo 2024)

- Ideas being had and discussed.

ii. Distance (Samoa 2023)

- e waivers done as well as the insurance certificate.
- Camp #2 this weekend with goal of all crews (except 1) being selected. Just some seat racing to finalize crew. Rob V says no need to update waiver to add Pacific Reach (providing a spec boat and coach boat for free)
- No volunteers to take on U19/U16 women (had volunteer for men but need to have someone for women too). No one has time or strategy to deal with this at this time, so no Junior crews at this time. Insufficient number of Juniors attended. We have until April 10, 2023 to submit entries and until May to submit names, if someone can organize. One Junior man and one Junior woman will likely find seats on the Open crews.
- Men's 75 has fallen through, only have 3 or 4 men. We have left the filling out of the crew with those who have signed up. They

will be informed of the hard deadline for submission of the 75 entry.

- Have not heard anything more recently from Samoa.
- Still planning to have a full Team Canada Samoa Camp #3 in April, including uniform samples. No other events for Race Schedule.

iii. IVF Board

- e waivers done as well as the insurance certificate
- Need criteria to determine which CORA races to put on the IVF calendar.
- Bids are now being accepted for 2025 Distance and 2026 Sprints. Voting is scheduled for June. Leanne will share the bids as she learns about them.

iv. Strategic Planning

- How do CORA Clubs view the IVF “super club”
- i.e., competition for Team Canada on an effectively individual basis and the increase in frequency of IVF championships to annually.
- Does this harm CORA Clubs?
- Leanne - interesting reading strategic plan from Waka Ama, NZ and how the club system fits in with their National team selections? How does this fit with paddlers practicing for Worlds or practicing with their Clubs for local races? Divided allegiances result.
- Graeme - Discussed with Alan Carlson. Could be a good resource to discuss.
- Jonathan - Would welcome a discussion before the summer season (otherwise too much done on Hilo).
- Rob V. - Move to a Zoom meeting outside of CORA to bring the broader CORA community.
- Erik - Date for a CORA Board Zoom meeting on Tuesday, March 14, 2023 in a couple of weeks. Erik, Rob V and Leanne to organize questions and topics.
For a subsequent Zoom call, we will invite Club reps from the general CORA Membership.

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

- i. Financials provided by Jonathan
- ii. Jonathan has settled the GST account with CRA
- iii. Jonathan has returned the T2 to CRA
- iv. Fees are starting to arrive for the Samoa camp in March
- v. The loss from London has been carried forward to Hilo. \$132
- vi. We urgently need to agree any honoraria for the AC and/or Coach to IVF in Samoa. There is about \$5000 available, and Jonathan has brought forward \$4000. We need to set up a proper protocol.

Rob V and Jonathan discussed.

Because the Committee has not come up with a plan, we are at a late stage now, and Leanne has performed much of the tasks that the AC would have performed, we should stick with Leanne / Rick for Samoa and allocate funds for them to complete the AC tasks.

Samoa (Distance) is not as intensive as Sprints, so the workload is more spread out.

The amount of prep time for paperwork for 80 (Distance) versus 150-300 (Sprints) is lighter.

Once the AC is selected, the AC is boots on the ground and will operate and run the CORA IVF email account.

Graeme - the AC compensation should include airfare, accommodation and per diem for meals.

Jonathan - okay with airfare covered (complicated if AC is also a racer).

Rob V. - impression that IVF paddlers are 'underpaying' for their participation. DB Canada has completely changed their Team Captain selection process - payment by the racers and coach compensated based on results.

CORA coaches paid for on-water coaching time but not for efforts at the race site.

Jonathan - need to assign a \$\$ amount for AC compensation.

BE IT RESOLVED THAT the Board designate Leanne Stanley and Rick Papineau (subject to his agreement) as the joint Area Coordinators for the Samoa IVF World Distance Championships and approve a lump sum payment of \$5000 to the Area Coordinators as compensation for their services. Moved by Jonathan, Seconded by Erik. **APPROVED.**

g. Junior Update - **Marianne**

- i. Receiving emailed responses from other clubs and putting together spread sheet with items to discuss
- ii. Next up zoom meeting to discuss
- iii. Interest in fun races and mini camps, Kelowna has offered.
 1. As CORA is looking for ways to assist Juniors suggestion of assisting with travel costs for starters to mini-camps.

h. Town Hall Update - **Leanne / Erik / Ron**

- i. Town Hall proposed for Saturday, March 11, 2023 @ 4:00pm.
- ii. Topic: What does CORA do for you? (i.e., grants, insurance, race rules, CORA Cup rules)

i. Insurance (plus Unaffiliated / Delinquent) Update - **Ron / Erik / Jonathan**

- i. Race/Event Insurance Certificates requested and received for:
 1. PNWORCA WS #6 - FCRCC
 2. Wake Up The Gorge - FGPC
 3. Team Canada 2023 Samoa Camp #2 - FCRCC
- ii. 2023 CGL Insurance documents received from BFL Canada on Feb 10, 2023. Documents are on the shared drive in this folder:
<https://drive.google.com/drive/u/1/folders/1qORYw5YXY7a4VxS6d4JQ-5qjscw8u17O>

- iii. Regarding the question regarding insurance coverage and CORA membership for persons attending clinics hosted by CORA clubs, here's the question posed to BFL Canada and the response, which confirms that clinic attendees can be non-CORA members / guests. Note the increase in premium for "Guests" from \$1.00 to \$2.50. A copy of the "Who is An Insured Sport Clubs and Association" endorsement is found here (same folder as above):
<https://drive.google.com/drive/u/1/folders/1qORYw5YXY7a4VxS6d4JQ-5qjscw8u17O>

Question from Ron to BFL Canada:

A question has come up regarding coaching clinics hosted by a Member Club and whether participants in the clinic would have to purchase a CORA Membership for the day (or two) if they are not already CORA members. The clinic would be a 1- or 2-day event. I think this is addressed by the allowance for "Guests" at Club-hosted events which we report to you each year.

If you recall, we had previously asked about Clubs who invite members of the public to "try outrigger paddling" for a practice or a day and those people are considered Guests. If I recall correctly, a Guest may attend up to 5 times in a year. Can you please confirm?

Further clarification on question:

At this point it's just hypothetical, but maybe assume the following as an example: It would be an event of the type hosted by a member club from time to time as part of its operations (coaching, training, practices). We require clubs to disclose to CORA the scope/type of activities it operates, so would be a sanctioned event.

Clinics can typically have 12 to 24 attendees (2 to 4 canoes for on water work)

We expect there would be a mix of participants who are annual CORA members and some who are not.

Participants would pay a fee to the Club to offset the costs of hosting the clinic (hiring coach, supplies, lunch, equipment or facilities rental if needed). Whether or not the Club uses it to raise funds, break even or take a loss depends on the Club and its financial situation.

Hope that helps, thanks!

Response from BFL Canada and Markel:

We have heard back from Markel regarding your below query.

They confirm they are fine with this exposure. These "guests" should be registered by CORA as day members in order to be recognized as sport participants (as defined in the Who is An Insured Sport clubs and Association endorsement). For your convenience a copy of the endorsement is attached.

CORA should keep track and report numbers at year-end for us to adjust the policy. The rate per day member will be \$2.50 this term.

Should you have any other questions, please do not hesitate to reach out.

Further Response from BFL Canada:

The day fee CORA charges is at your discretion; however, all day members will need to be reported to BFL at policy expiring for adjustment.

Let me know if you have further questions.

- j. **Historical Update - Graeme**
- i. A quiet month
 - ii. Foruzan - Graeme sent Foruzan request for assistance with historical items for Eastern Canada and awaiting feedback. Foruzan looking to recruit Eastern Canada paddlers to speak on behalf of an Eastern Canada OC mandate. Foruzan was away in Hawaii and will review.

- k. Awards Update - **Graeme**
- Hugh Town Memorial Builder Award presentation at Jericho Winter Series #2 Race deferred to FCRCC Winter Series #6 Race with Jan away in Hawaii during February.
 - Peter Marcus Legacy page posted on the CORA website to recognize the passing of first (2017) Peter Forand Masters Challenge Trophy recipient. Trophy and photos of Peter Marcus brought for display to BBOP (Peter Marcus Memorial Race) Winter Series #4 Race. Much appreciation from the Bellingham community for CORA recognizing Peter Marcus.

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

2023 Race Schedule

- No changes

2023 (Western Canada) CORA Cup Series Championships

- We have a joint bid for a CORA Cup Series Small-Boat Championship caliber event from a CORA Club (Vancouver Ocean Sports) & a Sponsor (Oddball Workshop) for Sunday July-23. Request that VOS submit a Sanctioned Race Application for the CORA Distance Nationals Small Boats Championship. Ron will contact Chrissy Lam to submit the form.
- Ron to update the CORA Cup OC6 Race Series Rules for 2023 (Western Canada) and post to CORA website. Erik to issue Facebook post.

2023 Canoe Registry

- Work-In-Progress

4. New Business

- Safety Review - Rob V.
 - Adrian Lee has been providing updates to Rob V.
 - Erik will review the updated Safety Plan received from Adrian Lee as well as PFD info.

5. **Review/Updates of Outstanding Action items:** (Updates due as per Jan-2023 Review)

- 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.

6. **Adjournment**

Moved to adjourn at 8:24 PM PST by Ron. Seconded by Graeme.

APPROVED

Next Meeting – Start 7:00 PM - Wednesday, April 5th, 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	<p>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 Jan-4: Ongoing Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ongoing Action Item for Board based on paddling community needs. Keep an eye on whether any CORA-sanctioned races in Quebec will materialize [TBD]. Mar-1 Ongoing</p>

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: Ongoing Jan-4: Ongoing Feb-1: Dismiss Feb-2023 if Ron does not have time for Insurance Summary; Ron to provide in plain language insurance summary by Feb-28, 2023. Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD] . Mar-1 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 (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

			<p>Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Dismiss Feb-2023 if Ron does not have time for Insurance Summary; Ron to provide in plain language insurance summary by Feb-28, 2023. Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD]. Mar-1 Ongoing</p>
Raised May-5 / 2021			
Graeme	Revise / simplify proposed Novice Age Division definitions and distribute to Board for review (2021-05)	In-Progress	<p>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 Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Cindy to include Division expectations in Race Directors Guide. Include a reminder of the crew composition for Novice (2 years race experience and allowing an experienced paddler) [TBC]. Mar-1 Ongoing</p>

Raised Sep-1 / 2021

<p>Ron</p>	<p>Update Travel Grant eligibility requirements to allow Host Clubs to trailer OC6 canoes to be used at the event (2021-09)</p>	<p>In-Progress</p>	<p>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 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 Jan-4: Ongoing Feb-1: Ongoing Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron states Travel Grant Application Form already amended on CORA website to reference permitted truck topping, but this is NOT the question asked to be resolved [TBD]. Mar-1 Ongoing</p>
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Raised Oct-6 / 2021

<p>Ron / Graeme</p>	<p>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)</p>	<p>In-Progress</p>	<p>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 Jan-4: Ongoing Feb-1: Ongoing Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Cindy to include Safety expectations in Race Directors Guide RC: Rob V. just forwarded Adrian's Safety</p>
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			Manual Update Feb 1, 2023. To be reviewed [TBD] . Mar-1 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 Jan-4: Ongoing Feb-1: Ongoing Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Cindy to include Safety expectations in Race Directors Guide. Don't need to raise TIOC specifically, but need to make sure issues are covered (safety boats, course design, cancellations due to weather, mandatory skirts, huli experience) [TBD] . Mar-1 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: Ongoing Jan-4: Ongoing Feb-1: Dismiss Feb-2023 if Ron does not have time for Insurance Summary; Ron to provide in plain language insurance summary by Feb-28, 2023. Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD] . Mar-1 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 (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 Jan-4: Ongoing Feb-1: Ongoing Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Cindy to include Safety expectations in Race Directors Guide. Race Directors Guide should cover this. No need for email blast [TBD] . Mar-1 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 Jan-4: Ongoing Feb-1: Ongoing Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Action Item to be completed by end of 2023-Feb [TBD] . Mar-1 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 Jan-4: Ongoing Feb-1: Ongoing Mar-1 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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing
Raised Nov-20 / 2021 (Pre-AGM)			
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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: 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,	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'

	then how can clubs have the discretion not to hold? (2021-11)		Guidebook. Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Cindy to include Race Course expectations in Race Directors Guide, but Ron to review the Race Directors Guide. We should include suggestions on how a short course can be accommodated concurrently with and as a portion of a long course [TBD] . Mar-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 (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 Jan-4: Ongoing Feb-1: Ongoing Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD] . Mar-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 (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 Jan-4: Ongoing Feb-1: Dismiss Feb-2023 if Ron does not have time for Insurance Summary; Ron to provide in plain language insurance summary by Feb-

			28, 2023. Mar-1 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.
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: Ongoing Jan-4: Ongoing Feb-1: Dismiss Feb-2023 if Ron does not have time for Insurance Summary; Ron to provide in plain language insurance summary by Feb-28, 2023. Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD] . Mar-1 Ongoing
Insurance Committee / Ron / Erik / Jonathan	Unaffiliated members (not with a CORA club) will be apprised when they register	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-

	that certain training is not an insurable activity (2021-11)		7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD] . Mar-1 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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: 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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: 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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: 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 Jan-4: Ongoing Feb-1: Ongoing Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Erik to provide / publish CORA OC Sprints G2G Race Results in Word / Excel / Text format. The more flexibility the better [TBD] . Mar-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) - 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: Ongoing Jan-4: Ongoing Feb-1: Dismiss Feb-2023 if Ron does not have time for Insurance Summary; Ron to provide in plain language insurance summary by Feb-28, 2023. Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD] . Mar-1 Ongoing
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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: 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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: 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 Jan-4: Ongoing Feb-1: Ongoing Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD] . Mar-1 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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: 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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: 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 Jan-4: Ongoing Feb-1: Ongoing Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ongoing Action Item for Rab Varnel [TBD] . Mar-1 Ongoing

Ron / Cindy	Ron to provide Cindy with latest version of Race Directors Guidebook for editing before Cindy's October time at sea (2022-10)	In-Progress	Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing
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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: 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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: 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

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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: 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. 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)	In-Progress	Nov-19: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing
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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: 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 Jan-4: Ongoing Feb-1: Ongoing Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ongoing [TBD]. Mar-1 Ongoing
Erik / Board	Website Operation - Suggestion of hiring someone other than Paul of FGPC to handle this (2022-11)	In-Progress	Nov-19: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing
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 Jan-4: Ongoing Feb-1: Ongoing Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Cindy to include Race Course expectations in Race Directors Guide, but Ron to review the Race Directors Guide. We should include suggestions on how a short course can be accommodated concurrently with and as a portion of a long course. [TBC] Mar-1 Ongoing
Communications Officers	Prize draws at events should include volunteers in the draw	In-Progress	Nov-19: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing

	as managed by race directors (2022-11)		
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	Nov-20: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Mar-1: 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	Nov-20: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Mar-1: 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)	Completed	Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Feb 15: Done as Ron / Graeme collaborated on the Action Items Summary distributed to the Board prior to the Jan-2023 Board Meeting and updated past Action Items with progress.
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	In-Progress	Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing

	selection process by end of January 2023 (2022-12)		
Town Hall Committee	Next Town Hall will be in January (Leanne away 3 weekends, so someone else to take the lead). Topic TBD.	In-Progress	Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing
Ron / Insurance Committee	Ron to complete Insurance Summary for January 2023 Board Meeting. (2022-12)	In-Progress	Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing
Raised Jan-4 / 2023			
IVF Committee	IVF Committee to set program budget this spring with Jonathan prior to the publication of 2024 Hilo selection process/criteria (2023-01)	In-Progress	Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing
Town Hall Committee / Erik	3rd Sat of January; Set up meeting of Town Hall Committee on promoting experience for paddlers starting out or in remote locations. What does CORA do for you? (2023-01)	In-Progress	Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing
Insurance Committee / Ron	Certificates of Insurance for Member Clubs will be provided this week. (2023-01)	In-Progress	Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing

Graeme / Foruzan	Graeme asked Foruzan to assist with historical items for Eastern Canada. (2023-01)	In-Progress	Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing
Graeme / Ron	Recruit a Lower Mainland club to host the CORA Nationals Small Boats race on Sunday, July 23, 2023 (2023-01)	In-Progress	Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing
Graeme / Ron	Invitation to host a small-boat race that Sunday to be posted on social media by the Board (2023-01)	In-Progress	Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing
IVF Committee / Erik	Need an avenue for paddlers to make enquiries, particularly for IVF questions. Need to provide members with clarity to avoid misunderstandings / erosion of goodwill. Try to avoid planning on the fly and ad hoc decisions, but need to respond to circumstances. (2023-01)	In-Progress	Jan-4: Ongoing Feb-1: Ongoing Mar-1: Planning meetings happening this month
IVF Committee / Cindy	Confirming that the cost of camps, etc. flowed through to participants. There were discussions on the costs prior to the camps. Cindy suggests that it may be better to charge a lump sum upfront fee. To be discussed at some point in future. (2023-01)	In-Progress	Jan-4: Ongoing Feb-1: Ongoing Mar-1: Planning meetings happening this month

Ron / Graeme	Ron / Graeme to review Action Items & locate or redo Word document with progress notes. (2023-01)	In-Progress	Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing
Raised Feb-1 / 2023			
Ron / Dean	CORA Director Acknowledgement form to come from Dean. (2023-02)	In-Progress	Feb-1: Ongoing Mar-1: Ongoing
Ron / Grants Officer	RME Grant Application received from Vernon Paddling Centre on January 28, 2023. Referred back to them as they need 5 more CORA Annual members to be in good standing. They will confirm once they have 6. (2023-02)	In-Progress	Feb-1: Ongoing Mar-1: Ongoing
Dean / Rob V	Any update from the AC committee that was doing stuff in January? Committee members - Rob V and Dean, to determine a process of determining what the AC role entails. Boundary between volunteers and paid needs to be established. Need to set up how an honorarium is paid. (2023-02)	In-Progress	Feb-1: Ongoing Mar-1: Ongoing

Leanne / IVF Committee	Evaluation Camp #1 (Victoria) was a great success. First set of selections are going to be announced next week. (2023-02)	In-Progress	Feb-1: Ongoing Mar-1: Announcement made, completed
Ron / IVF Committee	Planning stages of Camp #2. Place to be determined. Ron to organize getting the waivers done as well as the insurance certificate. (2023-02)	In-Progress	Feb-1: Ongoing Mar-1: completed
Marianne	Junior Update - Marianne will be in touch with the other clubs. (2023-02)	In-Progress	Feb-1: Ongoing Mar-1: Ongoing
Dean / Town Hall Committee	Need to have another Town Hall Committee meeting. Dean sent Erik some ideas this morning. In speaking with River Runners, it may be good to have an open forum for any and all questions from CORA Members - What does CORA provide to you. (2023-02)	In-Progress	Feb-1: Ongoing Mar-1: Set for Mar 11
Foruzan	Graeme sent Foruzan request for assistance with historical items for Eastern Canada and awaiting feedback. Foruzan looking to recruit Eastern Canada paddlers to speak on behalf	In-Progress	Feb-1: Ongoing Mar-1: Ongoing

	of an Eastern Canada OC mandate (2023-02)		
Erik / Graeme	PNWORCA Small Boat Winter Series #2 (JPC) link is 404 (2023-02)	In-Progress	Feb-1: Ongoing Mar-1: Ongoing
Rob V / Eik	Safety Review - Rob V. has not reviewed updates from Adrian Lee yet, recommends that someone with a good eye should review. Suggestion of asking Erik to review since FGPC has very good safety procedures. (2023-02)	In-Progress	Feb-1: Ongoing Mar-1: Ongoing
Raised Mar-1 / 2023			
Ron /Erik	Erik will post a Facebook post advertising the CORA Cup series. To coordinate with the new 2023 CORA Cup OC6 Rules. CORA Cup Series blurb should include swag and Novice / Junior paddle draw and Junior race fees are covered. (2023-03)	In-Progress	Mar-1: Ongoing
Leanne	Need criteria to determine which CORA races to put on the IVF calendar. (2023-03)	In-Progress	Mar-1: Ongoing

Erik	Erik - Date for a CORA Board Zoom meeting on Tuesday, March 14, 2023 in a couple of weeks. Erik, Rob V and Leanne to organize questions and topics. For a subsequent Zoom call, we will invite Club reps from the general CORA Membership. (2023-03)	In-Progress	Mar-1: Ongoing
Ron	Ron will contact Chrissy Lam (VOS) to submit the form for CORA Cup Series Small-Boat Championship event. (2023-03)	In-Progress	Mar-1: Ongoing