



CORA Monthly Meeting Minutes Draft

Sunday June 7th 2023

6:00 PM PST / 9:00 PM MST / 11:00 PM EST

Google Meet joining info

Video call link: <https://meet.google.com/jbd-hwjm-tkg>

Telephone Call Link: 1-778-727-9715 PIN: 347417475

1. Welcome and Roll Call

Present: Ron, Marianne, Graeme, Erik, Rob M, Dean, Jonathan

Absent: Rob V, Cindy, Foruzan, Leanne and Mony

2. Adoption of Monthly Minutes from May 3rd, 2023

Motion to approve - Ron Chin

Seconded - Rob Magus

Approved

Adoption of Pre-AGM & Technical AGM Minutes from November 19 and 20, 2022 (Did not happen) - tabled - waiting on Cindy to review.

Confirmation of Agenda/Add New items:

Recap / Update on March-2023 & May-2023 Meeting Action items:

- Leanne | Need criteria to determine which CORA races to put on the IVF calendar. (2023-03) | In-Progress - Not yet - idea to integrate into 2024 race application
- Graeme | Invite Ottawa River Canoe Club to host Eastern Canada CORA Cup Series event (2023-05) - Will contact ORCC early-July
- Ron Chin | Call Vancouver Ocean Sports to pay their membership for the year to affirm their Event Application (2023-05) - Done
- Dean Dougherty | Send in Acknowledgement Form (2023-05) - Will e-mail.
- Jonathan | Contact Grace to get her to submit a Travel Grant for the Fort Langley race. (2023-05) - Done

- Someone / Anyone | Help Leanne coordinate meetings, organize and send out documents. Erik can assist & will work toward a sustainable work file. (2023-05) - Done
- Graeme | Provide summary of Junior participation in 2022 (Post-COVID) & 2019 (Pre-COVID) over Easter Weekend (2023-05) - Overdue
- Board | We should contribute (compensate) to the Area Coordinator while they are at home due to the amount of work that they do and the Area Coordinator at the event (2023-05) - Taken care of for Samoa - TBD for Hilo, etc.
- Board | We need an appointed committee accountable to the CORA Board to discuss IVF reimbursement and fees. (2023-05) - TBD
- Marianne | Put in a Clinic Grant application to CORA to have a sanctioned event for Junior Clubs. (2023-05) - TBD
- Marianne | See if CORA can apply for a grant through Canada Summer Jobs to provide a coach to the smaller clubs to coach, write up programs for websites, assist with marketing, etc. (2023-05) - Too complicated - No go wrt WCB, etc.
- Ron Chin | Collect Photo-ops from the PNWORCA Winter Series FCRCC Race #5 event from FCRCC photographers for CORA website publication (2023-05) - To do.
- Erik | Review the updated Safety Plan received from Adrian Lee as well as PFD info. (2023-05) - Not received document yet.
- Graeme | Find out the schedule and consider options for Coach-The-Coaches Town Hall Session with Corrina Gage, NZ, in the Pacific Northwest offering coaching sessions in Seattle / Portland. (2023-05) - Not happening. Her only availability is July 4th Holiday

3. Standing Items - Presented by existing Officers

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

- Minimal action due to life / relocation / work commitments - **Graeme**
- Race results are being posted, responded to a few inquiries, and managed the spam. Google enterprises is requiring a few extra steps for security - around the cloud, Erik is managing. Shopping Cart is being managed as well, getting better and a more inclusive, more decisive path from purchase to end. Behind the scenes is working well. Any issues please replicate and send to Erik. - **Erik**

b. Membership Update – **Grace / Ron**

Individual Memberships

- There were 175 more annual memberships purchased last month, bringing the total to 1,449 annual memberships.
- 4 single day memberships were purchased for the Duel in the Desert; 20 for Jericho Iron (4 annual; 1 single event).

Club Memberships

- 34 CORA clubs have renewed their club memberships. This month's renewals come from Calgary Canoe Club, TSCC Maka Koa Outrigger, Kelowna Paddle Centre, and Vancouver Ocean Sports. Still waiting for renewals from Fraser Valley Paddling Club (25 paddlers) and Star Nation (11 paddlers).

c. Administration Updates – **Ron**

- Still need the Acknowledgement Form from Dean Dougherty - Dean is sending

d. Grant Updates – **Ron**

Clinic Grants -

- No activity

Coaching Education Grants -

- No activity

RME Grants -

- RME Grant Application received from Kelowna Paddle Centre for OC6 and OC1 repairs plus paddles and steering blades.
- See memo here:
https://drive.google.com/file/d/1oeLknEHlk1wFvDFJtThONyJffx0s3_F6/viaw?usp=drive_link

Note that Leanne cannot vote on this motion.

Moved by Ron: **BE IT RESOLVED THAT** the RME Grant Application of Kelowna Paddle Centre submitted on May 27, 2023 be approved by the Board in an amount up to \$1000.00, subject to receipt of satisfactory receipts on or before October 31, 2023. Seconded by: Jonathan
Approved

Travel Grants - The following were received and paid out:

Vernon	Duel in the Desert	\$156.00	Paid by e-transfer May 23, 2023
Lotus	Duel in the Desert	\$498.00	Paid by e-transfer May 23, 2023
Pacific Reach	Duel in the Desert	\$516.00	Paid by e-transfer May 23, 2023
Kelowna	Duel in the Desert	\$86.40	Paid by e-transfer May 28, 2023

FGPC	Jericho Iron	\$615.15	Paid by e-transfer May 28, 2023.
Powell River	Jericho Iron	\$700.00	Paid by e-transfer June 6, 2023

e. IVF Representative Update – **Leanne**

i. Sprints (Hilo 2024)

- Polishing off the shopping carts to get those ready to post out.
- More interest from the East. Ozone is now carrying V1s. Coldwater Canoe already has theirs.

ii. Distance (Samoa 2023)

- Reminder email to those who have not yet paid entry fees will be going out tomorrow. A little over half to collect, some 25 people.
- Thanks to both Erik and Jonathan.
- Uniforms - Fit Kit went to Jericho for people to try on samples. Will be at Comox as well. Samples are ready to check colours and get approval. Uniforms are very different from previous years; we are making a statement. Brandon Gabrielle is the artist, the story behind the graphics will be sent out to all athletes.

iii. IVF Board

- We have had one request sent in for the race calendar.
- What criteria do we want to set for being included in the IVF Race Calendar.
- CORA built the platform that IVF now uses.
 - Erik submitted a request into IVF for a test.
- Will CORA races be included on the IVF schedule.
 - The suggestion is that yes, we should submit our races to be listed on the IVF Calendar.
 - Procedure used by IVF is that once we submit a race that approval is sought by the CORA rep.
 - We should at least submit - Lotus CORA Cup and an Eastern Race. Erik will ask Grace to submit for IVF and to Foruzan for the TIOC race.
 - We should recognize that the audience for this is both local, national and international. Any races posted should be able to handle guest teams, destinations should also be considered.
 - This is a trial year for the calendar.
 - As we control our CORA race calendar, we can add a button for clubs submitting race requests to choose that the race also be included on the IVF calendar. Can be implemented for 2024.
 - Note Ron will then have the opportunity to put in a reminder that all host clubs need to be able to accommodate guest teams with information about

the race, area, insurance requirements and event itself.

- iv. Strategic Planning
 - Another conversation that needs to happen.

- f. Financials/Treasurer Update - **Jonathan**
 - i. I am pleased to attach financial statements to the end of May. It is also uploaded to the drive.

 - ii. A couple of things.
 - 1. The race fees have been paid to IVF for the Samoa event. To maintain a credit balance in the IVF account at RBC, I have temporarily loaned \$10,000 from the General Account. I have not shown that on the balance sheets, though.
 - 2. Yesterday (as I write) was the first day for the paddlers to pay the outstanding items, and over \$5,000 was received. Around \$10,000 is still due, which I am confident will arrive in good time. The 2023 program is still on course to make a small surplus (which will then be carried forward to the 2025 event).
 - iii. The Hilo 2024 program will soon be sending out its first invitation to apply. This will attract a small cash flow. A detailed budget is yet to be completed for this.
 - iv. My recollection of the rationale for providing a Host & Prize grant opportunity for CORA Cup hosts was that they were to be encouraged to provide a bigger, more 'party-like' atmosphere for paddlers by providing entertainment and high-quality food options. And their reward would be a grant of up to \$800 for their prize fund.
 - At Penticton, there was no 'party'. The food for paddlers was a very nice 'home-made' sandwich, a cookie and a can of soda. CORA was mentioned. The grant was authorized, without discussion. The paddlers' race fee was \$40 - so the club's income was around \$13,000.
 - At Jericho, the food was a modest commercial sandwich, a piece of fruit and a cookie. There was no 'party'. There was mention of 'our sponsors' but not of CORA. The grant had been pre-spent by a CORA director without any discussion. The paddlers' race fee was \$46 - so the club's income was around \$13,000.
 - For Lotus, the grant has been pre-spent by a CORA Director without any discussion or experience of the event.

 - v. My points:
 - * The 'party' is not happening. The paddler experience has not been improved.
 - * The food quality has not been improved - we had imagined hog roasts, etc.
 - * The pre-spending of grants, and/or their automatic payment, removes all incentive for their proper application.

* The purchase of prizes for multiple events by an unauthorized director not only removes the incentive, but creates a sense of "same prize at each event". The prizes should come from the club in order to reflect their taste, aims and ideals.

- vi. I believe that we need to change things. Our aim was to attract more racers, by increasing the paddler experience, yet all we are doing is throwing our members' money straight into the coffers of the host clubs.
- vii. I mentioned a couple of weeks ago that I have been appointed to the Audit Committee of the IVF. The first meeting was yesterday - except the Treasurer didn't turn up, despite prompts, so the rest of us had a simple intro chat. Eh?
- viii. Graeme responded to this - There have been many races that have met the criteria for a good party.
- ix. Do we believe that there is an expectation that all clubs running CORA cup races are not providing a good party.
- x. The door prize monies are to be used for door prizes.
- xi. One of the issues that has caused a lack of party is that several teams cannot stay around for the party.
 - 1. It is felt that no this is not the case. Remember that this is to promote CORA not the host clubs.
- xii. Dean - Comox makes a point to attract people from all over by providing good swag, food, etc. Agrees that going to an event should be eventful. Continue to promote use of money, etc.
- xiii. Rob M - Jericho was not recognized as helping out, no mention of CORA input, etc. This is a concern.
- xiv. Leanne - Query are monies given ahead of time or in return for receipts. Race Directors have access to funds, but they need to provide receipts and acknowledge CORA.
 - 1. If CORA is doing, purchasing, is IT at request of race directors or a combination of receipts.
 - 2. As we do not have assets, we should not be purchasing swag.
- xv. Graeme - Receipts were sent in when he purchased swag for CORA door prizes, he was trying to meet the rush on wanted items by getting them before the rush.
 - 1. Communications were sent out to clubs regarding CORA monies to assist.
 - 2. Happy to post on CORA website the contacts for swag and how to get in contact with them.
- xvi. Jonathan - Requests that Graeme receive confirmation from CORA before he purchases Swag in CORA's name.
 - 1. **Who? The Board states that ("Agrees" - this wording was not an accurate representation of what was said at the Board Meeting)** we should not spend CORA money on behalf of a host club. They should apply for the grant.

Xvi Jonathan reminded all Directors of the requirement to request payment using the CORA credit card, unless personal expenses have been authorized in advance.

- xvii. Ron - it is up to the race director to decide where the swag prizes are coming from. Some clubs handle their own, some request assistance.

- xviii. Erik - governance roles - if we are actually in the process for third parties it could intrinsically have benefits to it but could lead to perceptions of self-serving or impropriety. We need to have discipline in place, the Board needs to separate itself from perceptions of impropriety. As such as a governance Board we should leave the spending to the race directors.
 - 1. This is not Graeme's fault; we need to ensure that this grant or use of swag monies is not misinterpreted. As such we need to remove ourselves from actual spending.
- xix. Ron - should have a discussion with Rob V on this, as it was his original concept.

g. Junior Update - **Marianne**

- 1. Tamlyn of Kelowna will be providing an outline of the mini camp
- 2. Query for the Board, Coaching Education Grant - Does a First Aid/CPR Course fall within the requirements of this grant? I believe it does, anyone who coaches Juniors needs to be prepared to handle the "What If?" and this is not always paddling.

Motion - Ron - **First Aid Courses are not eligible for Coaching Education Grant**

Second - Jonathan

Approved

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

- i. Suggestion of having the next Town Hall meeting in October.
- ii. Graeme asked for a Town Hall session for Hall of Fame in November and a reunion meeting in October for the Women's crew for Molokai/Na Wahine 1985.

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

- i. Enquiry from Marianne representing junior clubs, as to whether dragon boats are covered as a watercraft under CORA insurance. Ron doesn't see why not, as the endorsement under the policy covers watercraft under 15M in length. Yes, they are covered.

j. Historical Update - **Graeme**

- Minimal progress due to life / relocation / work commitments - **Graeme**

k. Awards Update - **Graeme**

- Minimal progress due to life / relocation / work commitments - **Graeme**

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

**The following was a memo attached to the minutes, just before the meeting started.
It is not a minute of the meeting.
It is a personal opinion and not a statement of the Board.
It has not been attributed to Graeme.**

2023 CORA Cup Series Expectations

- *I cannot speak to expectations for the CORA Cup Series events in terms of a more 'party-like' atmosphere. I believe the CORA Cup Series Championship Grants were intended to provide financial incentives to the CORA Cup Series Championship host club to provide entertainment and high-quality food options. I believe that Lotus as the CORA Cup Series Championship host club will do this. I do not believe that there was any expectation that the other CORA Cup Series event hosts would provide anything more than some sort of food / beverage options.*
- *Please note that the CORA Swag Prize Grant was never intended to provide for an enhanced food / beverage / entertainment experience at the CORA Cup Series events. This Grant was meant only to provide for an assortment of random draw prizes for participants.*
- *Please note that I had a lengthy discussion with Jericho who was under the mistaken impression that the CORA Swag Prize Grant was available to use for Awards. I was quite clear that Awards for Placing and Prizes for Attendance / Participation are distinct. I was quite clear that Jericho needed to provide for Awards in accordance with CORA Race Rules.*
- *If there are CORA Board Members who believe that ALL CORA Cup Series event hosts are responsible for providing substantial food / beverage / entertainment for participants, then I highly recommend that this be stated clearly to those clubs who request CORA Cup Series status and be communicated clearly in the CORA Cup Series communique that is distributed each year.*
- *As to the CORA Cup Series Swag Prize Grant for 2022, I did not attend 2022 Penticton and have no knowledge of how Penticton utilized their Swag Grant. I did not attend 2022 Latitude 48 and have no knowledge of how Latitude 48 utilized their Swag Grant. I did attend Lotus 2022 and I believe that the assortment of 60 Swag draw prizes from 5 local vendors was well received by the attendees. I did attend Comox 2022 and I saw that the host club provided a massive selection of Swag prizes sourced from within their own club and Comox utilized the CORA Swag Prize Grant to acquire some exquisite artwork from local vendors that was well received by the attendees.*
- *As to the CORA Cup Series Swag Prize Grant for 2023, all 4 Western Canada CORA Cup Series host clubs were notified that the \$800 Swag Prize Grant was available again. Penticton opted to go with their local vendors. Comox has opted to go with their local vendors. Lotus and Jericho communicated that they wished to combine their \$800 Swag Prize Grants and have CORA leverage the wholesale accounts that have been established over the past few years to arrange for wholesale discounts and volume discounts and minimal GST and free shipping. I did not attend 2023 Penticton but I understand that Penticton purchased a variety of local wines / ciders with the CORA Swag Prize Grant. I did not attend 2023 Jericho as I was busy putting everything I own into a portable*

storage container that weekend, but I do know that Jericho was provided several boxes of Swag from 5 different local and First Nations vendors. I do not plan to attend 2023 Comox as I am still searching for a home, but I have no doubt that Comox will offer an assortment of Swag Prizes comparable to their 2022 event. I do intend to attend 2023 Lotus and I have several boxes of Swag from 6 different local and First Nations vendors to deliver to Lotus for their CORA Cup Series Championship Event.

- On a personal note, the CORA Chairman and myself have gone to great lengths to communicate expectations for CORA Cup Series events (Swag Grants; OC Paddle Grants; Junior Subsidy; Championship Grants; Race Rules) to the CORA Cup Series host clubs. Penticton complied with the expectations around Grants. Jericho complied with expectations around Grants. I fully expect that Comox and Lotus and VOS will do so as well. I myself have spent much of my own personal time over the past few years establishing long-term relationships with many vendors including Oddball, Predator / XS-Unified, Coast Outdoors, Purdy's, Spirit Bear, St. Jeans, Main Street Brewing, and others. These local and First Nations vendors have provided CORA merchandise / services (banners; decals; jerseys) at reduced cost as well as freebies in exchange for little more than promotion on CORA social media.
- I do what I can when I can to add a bit more “pomp & circumstance” to CORA events. I've ensured the Hugh Town Memorial Trophy went to Penticton in 2022 for presentation to Don Mulhall and Drew Mitchell. I've taken the Hugh Town Memorial Trophy to several Lotus events in 2021/2022 for presentation to Grace Morissette. I've taken the Hugh Town Memorial Trophy and the Peter Forand Trophy and the CORA Hall Of Fame Plaques to Comox in 2022 to recognize the Recipients. I've ensured the Hugh Town Memorial Trophy went to FCRCC in 2023 for presentation to Jan Chavarie. I ensured the Peter Forand Trophy did the Winter Series circuit in 2023 and went to the Championship Event for presentation to Minnie Fontenelle. Please do not give me grief when I am going the extra mile to support CORA events.

2023 Race Schedule

- Vernon Change out Race - Request put in for a beach change out race, limited to 10 crews.
Motion Ron - Move to approve race application by Vernon Paddle Centre for Beach Change out race - “Vernon Freshwater Challenge” on August 6th, 2023.
Second - Leanne
Approved
- Need someone (Ron Chin; Rob Magus; Rob Varnel) going to Comox 2023 to pick up CORA Small-Boat Number Decals from Graeme this week and deliver to Jackie Bell

2023 (Western Canada) CORA Cup Series Championships

-

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.

Email from **Patrick Langley, CEO & FOUNDER of VAIKOBI**

“From our side, as you mentioned, our Vaikobi PFD's right now are certified to ISO 12402-5 (level 50), however it is important to note that they are not designed to meet Transport Canada/ USCG, the way their standards are right now.

PFDs' that have to meet the USCG/ Transport Canada standard, are designed with a significant amount more buoyancy on the front of the PFD and provide a higher level of buoyancy- 70N.

They are a different product overall and there are some features that are not allowed to be put into a USCG/ Transport Canada approved PFD.

In Canada and the US, race organizers quite commonly allow ISO 12402-5 PFDs because they are far more practical for paddlers in that they are more comfortable to wear and also allow for easier re-mounting of your craft.... ultimately making them safer for this reason.

We certainly could go and design and develop a USCG / Transport Canada approved PFD and we certainly have looked at it a number of times, however we keep coming to the conclusion that we will be developing a product that is inferior in performance when compared to what we have....and potentially would not meet the performance standards that our customers expect from Vaikobi products.

I really think it should come back to CORA and the Canadian Outrigger community to revisit this issue and consider allowing ISO certified PFD's to be used by paddlers on the basis that they are a far more effective design for performance paddling and overall, a better and safer alternative.

Furthermore, the concept of people wearing a PFD (that they like to wear) rather than to not wear one at all (or an impracticable one like the waist belt style), is actually really the goal at the end of the day.

I would be more than happy to try and assist where possible on this matter.”

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**

Meeting adjourned at 9:43 PM

Motion - Ron

Secunder - Jonathan

APPROVED

Next Meeting – Start 8:00 PM - Wednesday, July 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 May-3: Ongoing Jun-7: 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 May-3: Ongoing Jun-7: 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-

			<p>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 May-3: Ongoing Jun-7: 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</p>

			paddler) [TBC] . Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing
Raised Sep-1 / 2021			
Ron	Update Travel Grant eligibility requirements to allow Host Clubs to trailer OC6 canoes to be used at the event (2021-09)	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: 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 May-3: Ongoing Jun-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 Jan-4: Ongoing Feb-1: Ongoing Feb-18: As per [CORA Board 2022 Action Items TODO

			<p>2023 Jan Ron] Cindy to include Safety expectations in Race Directors Guide RC: Rob V. just forwarded Adrian's Safety Manual Update Feb 1, 2023. To be reviewed [TBD]. Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing</p>
Board / Ron	Update Race Directors Guidebook with takeaways from discussion on TIOC 2021 feedback (2021-10)	In-Progress	<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: 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 May-3: Ongoing Jun-7: Ongoing</p>
Ron	Insurance guidelines will be posted in the context of discussion on TIOC 2021 feedback (2021-10)	In-Progress	<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: Dismiss Feb-2023 if Ron does not have time for Insurance Summary;</p>

			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 May-3: Ongoing Jun-7: 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 May-3: Ongoing Jun-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 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 May-3: Ongoing Jun-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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing
Raised Nov-20 / 2021 (Pre-AGM)			
Board / Race Committee	The CORA Distance Race Rules document outlining age and gender for races will be	In-Progress	Nov-20: Ongoing Dec-1: Ongoing Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing

	amended to clarify all the exceptions to the stated rules (2021-11)		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 May-3: Ongoing Jun-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. 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 May-3: Ongoing Jun-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 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 May-3: Ongoing Jun-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 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 May-3: Ongoing Jun-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.
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 May-3: Ongoing Jun-7: Ongoing
Insurance Committee / Ron / Erik / Jonathan	Unaffiliated members (not with a CORA club) will be apprised when they register that certain training is not an insurable activity (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: Ongoing Feb-18: As per [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD] . Mar-1: Ongoing May-3: Ongoing Jun-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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-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 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 May-3: Ongoing Jun-7: Ongoing
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Ron	<i>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) (2022-06)</i>	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 May-3: Ongoing Jun-7: 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 May-3: Ongoing Jun-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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-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	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.

	Club list on the policy, as well as on the CORA website, etc. (2022-09)		[TBD] . Mar-1: Ongoing May-3: Ongoing Jun-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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-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 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 May-3: Ongoing Jun-7: 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 May-3: Ongoing Jun-7: 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 May-3: Ongoing Jun-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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-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
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 May-3: Ongoing Jun-7: Ongoing
Erik / Ron	CORA clubs must have 6 members by June. Notice will	In-Progress	Nov-19: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing

	<p>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)</p>		<p>May-3: Ongoing Jun-7: Ongoing</p>
Ron / Marianne	<p>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)</p>	In-Progress	<p>Nov-19: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing</p>
Cindy / Erik / Leanne	<p>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)</p>	In-Progress	<p>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 May-3: Ongoing Jun-7: Ongoing</p>

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 May-3: Ongoing Jun-7: 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 May-3: Ongoing Jun-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 Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-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	Nov-20: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing
Treasurer	CORA Treasurer to provide budget line item to assist Juniors by waiving	In-Progress	Nov-20: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing

	registration fees for races for CORA cup events. (2022-11)		
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 selection process by end of January 2023 (2022-12)	In-Progress	Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-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.	In-Progress	Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-7: 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 May-3: Ongoing Jun-7: 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 May-3: Ongoing Jun-7: 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 May-3: Ongoing Jun-7: 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 May-3: Ongoing Jun-7: 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 May-3: Ongoing Jun-7: 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 May-3: Ongoing Jun-7: 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 May-3: Ongoing Jun-7: Ongoing
IVF Committee / Erik	Need an avenue for paddlers to make enquiries,	In-Progress	Jan-4: Ongoing Feb-1: Ongoing Mar-1: Planning meetings happening this month

	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)		May-3: Ongoing Jun-7: Ongoing
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 May-3: Ongoing Jun-7: Ongoing
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 May-3: Ongoing Jun-7: 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 May-3: Ongoing Jun-7: Ongoing
Ron / Grants Officer	RME Grant Application received from Vernon Paddling Centre on January 28, 2023. Referred back to	In-Progress	Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing

	them as they need 5 more CORA Annual members to be in good standing. They will confirm once they have 6. (2023-02)		
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 May-3: Ongoing Jun-7: 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; Done
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)	Completed	Feb-1: Ongoing Mar-1: Done
Marianne	Junior Update - Marianne will be in touch with the other clubs. (2023-02)	In-Progress	Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-7: 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 of an Eastern Canada OC mandate (2023-02)	In-Progress	Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing
Erik / Graeme	PNWORCA Small Boat Winter Series #2 (JPC) link is 404 (2023-02)	In-Progress	Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-7: 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 May-3: Ongoing Jun-7: 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 May-3: Ongoing Jun-7: Ongoing
Leanne	Need criteria to determine which CORA races to put on the IVF calendar. (2023-03)	In-Progress	Mar-1: Ongoing May-3: Ongoing Jun-7: 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 May-3: Ongoing Jun-7: 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 May-3: Ongoing Jun-7: Ongoing

Raised May-3 / 2023

Ron / Graeme	Send Welcome Package Welcome to the Ottawa River Canoe Club & invite them to host Eastern Canada CORA Cup Series event (2023-05)	In-Progress	May-3: Ongoing Jun-7: Ongoing
Ron / Graeme	Ron Chin to call Vancouver Ocean Sports to pay their membership for the year to affirm their Event Application (2023-05)	Completed	May-3: Ongoing Jun-7: Done
Dean	Dean Dougherty to send in Acknowledgement Form (2023-05)	In-Progress	May-3: Ongoing Jun-7: Ongoing
Jonathan	Jonathan to contact Grace to get her to submit a Travel Grant for Fort Langley race. (2023-05)	In-Progress	May-3: Ongoing Jun-7: Done
Erik / Leanne	Leanne needs someone to coordinate meetings, organize and send out documents. Erik can assist & will work toward a sustainable work file. (2023-05)	Completed	May-3: Ongoing Jun-7: Done
Graeme	Graeme to provide summary of Junior participation in 2022 (Post-COVID) & 2019 (Pre- COVID) over Easter Weekend - Running late; Will do before Duel In The Desert (2023-05)	Completed	May-3: Ongoing Jun-7: Slight increase in Junior CORA Cup Series participation Y/Y 2022/2023

Jonathan / Leanne	We should contribute (compensate) to Area Coordinator while they are at home due to the amount of work that they do and Area Coordinator at the event (2023-05)	In-Progress	May-3: Ongoing Jun-7: Ongoing
Erik / Leanne	What we need first is an appointed committee accountable to the CORA Board to discuss IVF reimbursement and fees. (2023-05)	In-Progress	May-3: Ongoing Jun-7: Ongoing
Marianne	“We” should put in a Coaching Education application to CORA to have a sanctioned event for Junior Clubs. (2023-05)	In-Progress	May-3: Ongoing Jun-7: Ongoing
Marianne	See if CORA can apply for a grant through Canada Summer Jobs to provide a coach to the smaller clubs to coach, write up programs for websites, assist with marketing, etc. (2023-05)	In-Progress	May-3: Ongoing Jun-7: Ongoing
Ron	Photo-ops from the PNWORCA Winter Series FCRCC Race #5 event to be	In-Progress	May-3: Ongoing Jun-7: Ongoing

	collected from FCRCC photographers for CORA website publication by Ron Chin (2023-05)		
Erik	Erik will review the updated Safety Plan received from Adrian Lee as well as PFD info. (2023-05)	In-Progress	May-3: Ongoing Jun-7: Ongoing
Graeme	Corrina Gage in the Pacific Northwest offering coaching sessions in Seattle / Portland. Graeme to find out the schedule and consider options for Coach-The-Coaches Town Hall Session. (2023-05)	Completed	May-3: Ongoing Jun-7: Not happening. Her only availability is July 4th Holiday
Raised Jun-7 / 2023			
Grace / Ron	Encourage renewals from Fraser Valley Paddling Club (25 paddlers) and Star Nation (11 paddlers). (2023-06)	In-Progress	Jun-7: Ongoing
Ron / Erik / Leanne	Add a button for clubs submitting race requests to choose that the race also be included on the IVF calendar & Ron will then have the opportunity to put in a	In-Progress	Jun-7: Ongoing

	reminder that all host clubs need to be able to accommodate guest teams with information about the race, area, insurance requirements and event itself. (2023-06)		
Board / Jonathan / Rob V	Add CORA 2023 Pre-AGM Agenda Topic for discussion of various CORA Cup Series Grants WRT Board Member Expectations. (2023-06)	In-Progress	Jun-7: Ongoing