



## CORA Monthly Meeting Minutes Draft

Sunday, April 6th, 2025

- Welcome and Roll Call

Present:

Cindy, Ron, Jonathan, Marianne, Graeme, Dean, Erik, Rob V., Bethany, Foruzan and Richard and Rob M.

Graeme dialing in due to video-conferencing technical challenges.

Absent:

Foruzan

Adoption of Monthly Minutes from March 2nd, 2025

Motion to approve - Ron

Seconded - Jonathan

Approved

Confirmation of Agenda/Add New items:

WHAT'S THE POINT OF AN AGENDA IF WE HAVE TO READ THE MINUTES IN ADVANCE? IT IS GETTING TOO DIFFICULT TO MAINTAIN BOTH (**Who? And does it need to be in CAPS?**) JW

**Items to be determined to be put in red.**

Motion to approve April agenda - Ron

Seconded - Cindy

Approved

- Standing Items - Presented by existing Officers (collaborative effort by Secretary & Board Members)
  - Communications & Technical Update – **Erik / Graeme**
    - Nothing to report

- Outbound Communications - **Erik**
  - 2025 CORA Cup Rules added by Paul to the CORA website under Documents and Archives.
- Communications / Website / Google Drive - **Graeme**
  - CORA Race Results current as of 2025-Mar-16
  - PNWORCA / CORA Race Results current as of 2025-Mar-29
  - Website Postings "*Etiquette Guidelines*" distributed as of 2025-Feb CORA Board Meeting seem to have been productive, as all CORA Website Postings for 2025-Apr and backwards have demonstrated agreed upon precedence/orderliness as proposed
  - Race postings should have the city included in the title or the heading.
- Membership Update – **Grace / Ron**

### **CORA Individual Memberships**

216 annual memberships were purchased in February for a total of 1,249 annual memberships.

12 single day memberships were purchased this month; 3 for FGPC V12 Valentine's race and 2 for FGPC KAN-U-HAKIT St. Patrick's Day OC6 Sprints and 9 for FCRCC March Madness  
Insurance coverage estimates: 151 Juniors 2183 Adults.

### **CORA Club Memberships**

30 clubs have renewed their 2025 CORA memberships.

Clubs who have not yet renewed their club membership but have paddlers registered with CORA are:

- Calgary (4 paddlers),
- Delta (6),
- Kelowna (10),
- Penticton (18),
- TSCC Maka Koa (2),
- Vancouver Ocean Sports (18), and
- Wailua (4).

Erik will reach out to the above referenced clubs to remind them to register their clubs.

Foruzan has indicated that there is another Eastern Canada outrigger club wanting to join CORA.

Erik - commented that the registration system is more streamlined which enables people to more easily register

○ Administration Update - **Ron**

- Ron is updating and obtaining Directors' current daytime addresses for the Annual Report and Notice of Directors to be filed with Corporations Canada by Martha Rans.
  - The only outstanding address is for Bethany Yam, who has not replied and her personal gmail account is bouncing back as full. She will email me.
- Paige Misfeldt has resigned from the CORA Board effective March 30, 2025.
- Could we spend 10-minutes to assess progress on these 10 sample Outstanding Action Items? Done or dead or in-progress?

10 minutes? Yes. But the meeting was hijacked by this insertion.  
11 board members .....

<b>Who</b>	<b>What</b>	<b>Status</b>
Erik	Board Meeting Notifications not being distributed to all Board Members. Unclear as to why Richard / Bethany are not receiving CORA All Board group email address.	Fixed. Bethany sorting out with Paul.
Dean	Provide details for a CORA Website Posting advertising "Coach-to-Coach Live Town Hall" (a get together for coaches (crew and club) to discuss and share coaching tips and ideas) at 4 of the 2025 CORA Cup Series 2-day events.	In-Progress. Erik has set up registration.
Cindy	Awaiting Cindy's draft of Singapore 2026 revisions for the selection process (coaching committee function). To-Do.	Board to decide if Cindy should do pending her new position on High Performance Ctte. Board has no objections.
Foruzan	Planning a conference call for February for Eastern Clubs / prospective clubs to discuss insurance, and then provide an opportunity for Club coaches to have a forum / discussion	Done.
Richard	Engage with Eastern Canada CORA Board Members to provide News from the Eastern Canada community. (Ron Zander Williams?)	Suggestion that Richard should contact Erik, Ron or Jonathan to post news updates from Eastern Canada. Foruzan is looking for ways to point Eastern paddlers to the CORA website. Are we going to look into a Coach to coach session in the East? Dean

		will look into creating a zoom link so coaches from the East can join in. Erik will add google meets to these. Bethany has offered to assist. Dean to contact James Hill or Leanne or look into another facilitator who would be attending races in the East OR if there is a coach willing to take this on in the East. Suggestion of waiting until we hear the recommendations from the Performance Committee.
IVF Committee	Priority for next CORA Board Monthly Meeting should be getting Canada onboarded with IVF Committee Candidates that have name recognition. Leanne to provide notification on when the call for IVF Committee Candidates happens. Dean to follow-up with Lynda on IVF Committee Candidates	Dean advised that Lara is working on this. This comes up in June.
Ron / Grants Officer	Review receipts from Kelowna Paddle Centre 2024-June Clinics	It would be nice to hear from the Grants Officer what happened with regards to 2024 Clinic Grants. Ron - will contact and give one week's notice to respond.
Ron / Grants Officer	FCRCC submitted a 2025 Clinic Grant application for a Warm Water Huli Drill Clinic Coaching Clinic Grant (if any) will be reconciled and calculated after a clinic accounting summary has been received	Proper accounting has not been provided to Jonathan. Ron - if they made a profit on the grant then no grant given. Jonathan will follow up with FCRCC Treasurer.
Grace / Board	We should remind clubs that despite their paddling season they are required to renew their memberships	Erik will contact them.
Marianne	Working on updating the information on the CORA website for Juniors	See below.

## **Grant Updates – Ron**

### **Clinic Grants**

- I think the FCRCC indoor huli drill Clinic Grant may still be in process. Jonathan will follow with FCRCC (Roy Yang).

### **Coaching Education Grants**

- A Coaching Education Grant Application was received on April 1, 2025 from Sarah Bacon of Suncoast Paddling Club for virtual attendance at the CanoeKayakBC Canoe Kids. A letter of support was received from Bruce Layzell of Suncoast Paddling Club. Course fees are \$280 over 3 dates in June 2025. Approved in the amount of \$250.00.
- Reminder each club has up to two grants of \$250.00 each. A supporting letter must be provided that you will be coaching at the club.

### **RME Grants**

- An RME Grant application was received from Leduc Boat Club on March 31, 2025 for repairs to its trailer. See Memo here:  
[https://drive.google.com/file/d/1HShpjCi3-KTQZ9nmAYSNTMI0zQruCm1d/view?usp=drive\\_link](https://drive.google.com/file/d/1HShpjCi3-KTQZ9nmAYSNTMI0zQruCm1d/view?usp=drive_link)

**MOVED BY RON** that the RME Grant Application of Leduc Boat Club dated March 31, 2025 be approved in an amount up to \$1000.00, subject to receipt of satisfactory receipts on or before October 31, 2025.

Seconded by: Jonathan

Approved

Follow-up with Erik. What Ultralight OC6 did Leduc purchase, for updates to the Canoe Registry?

- An RME Grant application was received from Aumakua Club Nautique on April 3, 2025 for trailer repairs, OC6 repairs, OC6 storage container ventilation fan and VHF maritime radio. See Memo here:  
[https://drive.google.com/file/d/1FkRF9f5AplmXuUfBltYUbkTdr6ll2czi/view?usp=drive\\_link](https://drive.google.com/file/d/1FkRF9f5AplmXuUfBltYUbkTdr6ll2czi/view?usp=drive_link)

**MOVED BY RON** that the RME Grant Application of Aumakua Club Nautique dated April 3, 2025 be approved in an amount up to \$1000.00, subject to receipt of satisfactory receipts on or before October 31, 2025.

Seconded by: Jonathan

Approved

### **Travel Grants**

- Travel Grants were received, approved and paid out in March as follows:
  - Suncoast Paddling Club for Crazy 8s - \$700.00
  - Comox Valley Canoe Racing Club for Crazy 8s - \$128.40

### **Other Grants**

- IVF Representative Update – **Jonathan/Leanne**
  - Distance (Brazil 2025)
    - Event held this past weekend. Have not received a report from Sherry as of yet.
    - It didn't appear that many people attended.
    - The Uniform committee has had a couple of meetings, and had a plan to use pre existing First Nations artwork.
      - Not sure if IVF will approve the name and artwork as of yet.
      - Working with Oddball as there have been issues.
      - Sizing samples were taken to the last camp.
  - Sprints (Singapore 2026)
    - See above (coaching selection)
  - CORA IVF Committee Direction (High Performance (HP) Committee)
    - Jonathan met this past week, shared a document for consideration. With Cindy's experience expect a good plan going forward.
  - IVF General
    - IVF Finance Ctte meeting this week.
- Financial Report March 2025 - **Jonathan**
  - March report received.
  - Have we received any receipts yet from Eastern Canada clubs with regard to expenses incurred before their 2025 events?
  - Suggestion of having the AGM in the East for 2025.
- Junior Update - **Marianne**
  - 1) Rationale: There is a demonstrated interest from existing outrigger canoe clubs to build programs for youth and novice outrigger paddling. To support and build on this interest, a comprehensive manual would be valuable, as it would provide a framework for ensuring that safety protocol is implemented, and that continuity exists between clubs and communities in terms of methods, standards, technique, language/terminology, and best practices. It would also allow more remote communities without access to experienced coaching staff, to have the information they need to run programs independently, after receiving some basic training/certification. Need to give clubs, either developing or already in place, the tools for/to:
    - Coaching Credential
    - Criminal Record Checks

- Waivers
- Coaching Manual, which would include:
- Programs
- Fames
- Equipment details - such as different types of equipment
- Paddles - again different types
- Water safety education
- Safety equipment
- Fundamentals of paddling technique

Marianne has downloaded a number of resources from external sources regarding junior programs. These should be added to the CORA website under "Resources".

Marianne would like to develop a "How-to Guidebook" for setting up programs for juniors and novice paddlers in Canada specifically for outrigger. Marianne will prepare a one-pager for now.

Discuss at Pre-AGM Meeting in Fall 2025.

Leanne has expressed interest and Dean is also interested.

Cindy has suggested that we build into our resources page with links to junior sports organizations.

Still looking for Junior Guidelines on the CORA website (GG)

2) Junior Clinic/Change Race - August 9th and 10th, 2025:

- I have been working with the Sproat Lake Canoe Club to organize a junior-based clinic which will end in a change race. Clinics will cover 3 topics:
  - Basic technique
  - Huli drill
  - Change race
- To date we have organized the following:
  - On-site camping from August 8th night
  - Accommodations for coaches and chaperones
    - Sproat Lake paddlers have offered their homes
  - Meals
    - To be provided by local hotel as well as donation
  - Escort Boats
  - Safety Boats
  - Outrigger Canoes
  - First Aid Attendant
  - Volunteers
  - Coaches
- Marianne was advised to apply for 3 Clinic Grants - 3 separate topics.
- **General Comments-**
  - Supportive of the concept and appreciative of the efforts. However, we had a similar discussion at the 2025-Mar Board Meeting with regard to Grant Exceptions for the Eastern Canada

events. I would be receptive to other suggestions such as separate Clinics on Friday and/or Saturday and/or Sunday on separate topics with a cap of \$600 subsidy per clinic. - **GG**

- Town Hall Update - **Leanne / Erik / Ron / Foruzan**
  - Ron: No progress yet.
  - Coaches to coaches - three coaches will be facilitating.
    - Purpose to assist coaches within clubs, knowledge transfer only
    - CORA should not be providing a venue for coaches to promote themselves.
  
- Insurance Update - **Ron / Erik / Jonathan**
  - Insurance Race Certificates issued for:
    - Wake Up The Gorge, April 12 & 13, 2025
    - CORA National Team Training Camp #2, April 5 & 6, 2025
  - Ron responded to insurance questions from:
    - Mark Brule - Rideau River Runners, Ottawa regarding liability coverage for new Hydra OC6
    - Karen Johnson regarding liability arising from loaning of personal OC1s.
  - See also below under New Business regarding an enquiry from Brendan Curson and Zoe Norcross-Nu'u regarding possible CORA Membership and insurance coverage for the Hana Hou Community Outrigger Foundation for the Outrigger Zone Community Paddling Initiative.
  - Ron will create a summary for insurance
  
- Education Update - **Dean**
  - Live Town Hall at CORA Cup races:
    - Duel In The Desert in Penticton Saturday, May 10, 2025
    - FLCC River Run in Fort Langley Saturday, May 31, 2025
    - Island Iron in Comox Saturday, June 14, 2025
    - Nationals in Comox Saturday, September 27, 2025
  - Dean has provided to Erik for each event (need club origin):
    - 1: Date / Time / Location (not just the community but the actual venue for each session).
    - 2. Facilitators (who is delivering the sessions in each respective location, along with a relevant bio / CV for each).
    - 3. What's the seating capacity for each venue and/or what audience size do the instructors prefer?
    - 4. Duration of presentation (e.g. 60min / 90min)?
    - 5. Abstract or curriculum sketch: what does the session entail? An outline of what participants can expect for the sessions.
  - Once all this information is concisely provided in a single email (please), Erik can build an advance registration process (even though it's free) and promote to the membership.

- Standard Town Hall honorarium of \$100.00 per person per session applies.
- Historical Update - **Graeme**
  - *Pemberton Club Legacy* document almost completed & to be distributed shortly for review / approval by Pemberton
  - *Okanagan (Kelowna / Vernon / Kamloops) Club Legacy* document in progress
  - *Alberta (Calgary / Edmonton) Club Legacy* document will be the last in the series of the Club Legacy documents
  - Need to follow-up with Sue Milligan with regards to historical perspective on IVF / Team Canada participation since 2017
- Awards Update - **Graeme**
  - Peter Forand Masters Challenge Trophy presented to Noah Johnson-Greenough (Kai Ikaika) at PNWORCA / CORA 2025 Winter Series Championship event
  - Peter Forand Masters Challenge Trophy media release / "announcement" (CORA website posting Policy / published)
  - Peter Forand Masters Challenge Trophy CORA website perpetual page updated
  - Peter Forand Masters Challenge Trophy 2025 shield ordered from Kerr Recognition
  - Peter Forand Masters Challenge Trophy 2025 shield invoice to be delivered to CORA Treasurer (this has been an approved / budgeted item for 9 years)
  - Announcement made at PNWORCA / CORA 2025 Winter Series Championship event regarding "retirement" of Peter Forand Masters Challenge Trophy - met with concerns by Sand Point Outrigger members that this tradition should continue. Discussions to follow.
- 2025 Race Committee - **Graeme / Ron / Rob M / Cindy**
  - The Stormin' Norman Race scheduled for April 5, 2025 was cancelled by VCKC. Due to a date conflict with "Paddle for the Kids".
  - 2025 CORA Cup Rules added by Paul to the CORA website under Documents and Archives.
  - A Race-Sanctioning Application has been received from Penticton Paddle Sports Association for:
    - **Length of the Lake**, Sunday, August 31, 2025.  
*An iconic, ultra-long distance, 12-person OC-6 race the Length of Okanagan Lake, from Vernon to Penticton. With mandatory beach (or off-shore) changes at: Fintry; Bear Creek; Peachland; Summerland and ending in Penticton, BC. Approx. 100+ kms in length. Official crews are mixed: 6 men and 6 women, in any*

*configuration. In the interest of safety for everyone, there are no novices, and no small boats.*

- *Start: Kin Beach, Tronson Road, Vernon, BC;  
to Fintry Provincial Park;  
to Bear Creek Provincial Park;  
to Peachland;  
to Peach Orchard Beach Park, Summerland;  
Finish: Okanagan Lake Park, Penticton*

**MOVED BY RON** that the Race-Sanctioning Application of Penticton Paddle Sports Association dated March 25, 2025 for the Length of the Lake OC6 race to be held on Sunday, August 31, 2025 be approved.  
Seconded by: Cindy  
Approved

- New Business
  - Chaperone/Guardian letter (Who?)
    - Ensure that parents taking Juniors have parental/guardian consent letter. Particularly if you are going through the USA.
  - Corporate Membership - **EA**
    - Want to clarify corporate sponsorship. Erik and Foruzan sent around a draft document Noon:30 on 2025-Apr-6
    - Is this the same as the enquiry from Brendan Curson and Zoe Norcross-Nu'u ? No.
    - Deferred.
  - Enquiry from Brendan Curson and Zoe Norcross-Nu'u regarding possible CORA Membership for the Hana Hou Community Outrigger Foundation, including insurance coverage, for the Outrigger Zone Community Paddling Initiative. - **RC**
    - For information see: <https://www.outriggerzone.com/org/ocpi/>
    - *The Outriggerzone Community Paddling Initiative is a nonprofit-led program for developing outrigger canoeing and va'a in British Columbia, Canada. With a focus on coach education for youth and novice programs, our expert team visits communities and clubs throughout British Columbia to offer a range of clinics in support of anyone looking to include outrigger canoeing in their community. The program is a joint endeavour between Outriggerzone and Hana Hou Paddlesports and is completely FREE. We provide introductory clinics, coaching clinics, steering clinics, and can offer guidance on club setup and programming. We also provide equipment for all clinics and are available for equipment demos at events throughout the province.*
    - Ron sees 2 complications with applying CORA insurance to the Foundation's proposed programming:
      - 1) does it fall within the concept of a CORA Member Club?
      - 2) on a practical level, will all the participants in the Foundation's courses be CORA Individual Members? If not, the CORA insurance won't cover them. If they are not regular outrigger paddlers, they won't have annual CORA memberships (adult \$30, junior \$5). Day fees (adult \$15) for CORA-sanctioned events

(races, TTs, camps) are approved on a case-by-case basis with events listed on a pull-down menu on the CORA website. Ron doesn't think it would work to have CORA day fees for the Foundation's programming (there are clinics almost every week at different locations). In addition, CORA also pays an additional insurance premium of \$2 per day fee Member, so that would be an added burden on CORA, if there is high attendance.

- Jonathan is asking what their insurance situation is, do they have normal 3rd party and Commercial & General, etc., What do they want from CORA.
  - Erik - they need to be redirected back to BFL to purchase independent insurance. As this is their own housekeeping situation to sort out. As they are also dealing with children this is beyond the scope of what CORA does. Note this is not CORA's issue, it is Hana Hou's issue.
  - Ron suggested that for any equipment loaned that they put together a one-page letter regarding damage to canoes, etc.
  - Ron will send a note to them that this is beyond the scope of CORA insurance and that they should purchase their own 3rd party liability insurance.
  - Table this for now.
- 2025-Apr Team Canada Camp – Jonathan's Concerns & Cindy's Responses. The whole IVF situation is shifting to a three-part committee. Will go up to the board in a different way
    - Addressed by Leanne at the March Board Meeting.
- **Review / Updates of Outstanding Action items:**
    - a. All Board Members requested to review Action Items For 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.

Motion to adjourn the meeting @ 7:25 pm

Motion by Ron

Seconded by Jonathan

Approved

**Next CORA Board Monthly Meeting Sunday, May 4th, 2025, at 4:00 PST and 7:00 EST**

Assignee	Action Item	Due Date	Comments
<b>Raised Feb-3 / 2021</b>			
Ron / Insurance Committee / Erik / Jonathan	Benefits of joining CORA will be sent out when new insurance has been finalized (2021-02)	Dismissed	<p>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: <b>Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD].</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Unlikely to happen, as the Insurance Committee prioritizing ongoing events.</p>
<b>Raised Mar-3 / 2021</b>			
Ron / Insurance Committee / Erik / Jonathan	Draft a memo as a reminder that if clubs have members engaging in sanctioned 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)	Dismissed	<p>Mar-3: Ongoing Apr-7: Ongoing May-5: Ongoing Jun-2: Ongoing Jul-7 Ongoing Aug-4: Ongoing Sep-1: Ongoing Oct-6: Ongoing Nov-3: Ongoing Nov-21: Communicated to membership as per AGM topic, but not distributed to membership as of yet Dec-1: Ongoing Jan-5: Ongoing Feb-2: Ongoing Mar-2: Ongoing Apr-6: Ongoing May-4: Ongoing Jun-1: Ongoing Jul-6: Ongoing Aug-3: Ongoing Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Feb-1: Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD]. Mar-1: Ongoing May-3: Ongoing</p>

			<p>Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Unlikely to happen, as the Insurance Committee prioritizing ongoing events.</p>
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**Raised Oct-6 / 2021**

Ron / Insurance Committee / Erik / Jonathan	Insurance guidelines will be posted in the context of discussion on TIOC 2021 feedback (2021-10)	Dismissed	<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: <b>Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD].</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Unlikely to happen, as the Insurance Committee prioritizing ongoing events.</p>
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**Raised Nov-20 / 2021 (Pre-AGM)**

Ron / Insurance Committee / Erik / Jonathan	All clubs MUST put together and submit to CORA, for sanctioning, an operating plan/outline of their practices (2021-11)	Dismissed	<p>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: <b>Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD].</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4:</p>
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			Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Unlikely to happen, as the Insurance Committee prioritizing ongoing events.
Ron / Insurance Committee / 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)	Dismissed	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: <b>Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD].</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Unlikely to happen, as the Insurance Committee prioritizing ongoing events.
<b>Raised Nov-21 / 2021 (AGM)</b>			
Ron / Insurance Committee / Erik / Jonathan	Plain language regarding our insurance coverage will be posted on the CORA website (2021-11)	Dismissed	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: <b>Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD].</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Unlikely to happen, as the Insurance Committee prioritizing ongoing events.

<p>Ron / Insurance Committee / Erik / Jonathan</p>	<p>Unaffiliated members (not with a CORA club) will be apprised when they register that certain training is not an insurable activity (2021-11)</p>	<p>Dismissed</p>	<p>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: <b>Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD].</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Unlikely to happen, as the Insurance Committee prioritizing ongoing events.</p>
<p><b>Raised Dec-1 / 2021</b></p>			
<p>Graeme</p>	<p>Agreed that “old” Outstanding Action items will be noted such as “Not going to happen” and removed (2021-12)</p>	<p>In-Progress</p>	<p>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 Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Mar:30: A placeholder to remind anyone doing CORA Secretarial duties to Dismiss long overdue outstanding Action Items; Apr-6: Ongoing</p>
<p><b>Raised May-4 / 2022</b></p>			
<p>Graeme / Ron</p>	<p>Begin compiling 2020 / 2021 / 2022 / 2023 / 2024 Membership FAQs for self-service via FAQ Plugin (2022-05)</p>	<p>Dismissed</p>	<p>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 Jan-29 Awaiting Insurance Summary from Ron Chin Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4:</p>

			Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Mar-30: FAQs have been almost ready for many months and awaiting Insurance Summary from Ron Chin (Insurance Committee) before distribution for review. Please note that we have had this discussion before where some Action Items are dependent on other Action Items. Apr-6: Unlikely to happen, as CORA General FAQs dependent on many other outstanding Action Items.
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**Raised Jun-1 / 2022**

Ron / Insurance Committee / Erik / Jonathan	<i>Plain language regarding our insurance coverage will be posted on the CORA website.</i> On the Action Items (5-6 Insurance Action Items - since Nov-2021) - <b>Ron to provide within 30 days (before next Board meeting) (2022-06)</b>	Dismissed	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: <b>Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD].</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Unlikely to happen, as the Insurance Committee prioritizing ongoing events.
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**Raised Sep-7 / 2022**

Ron / Insurance Committee / Erik / Jonathan	Need to keep a list of Member Clubs up to date so we don't pay a higher insurance 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)	Dismissed	Sep-7: Ongoing Oct-5: Ongoing Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing <b>Feb-1: Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD].</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2:
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			Ongoing; Mar-2: Ongoing; Mar-30: This is a permanent Action Item, however each year, CORA provides new guidance as to when clubs need to become Member Clubs and this revised guidance leads to delays as to when the "Active" Member Clubs is finalized; Apr-6: Unlikely to happen, as the Insurance Committee prioritizing ongoing events.
<b>Raised Nov-2 / 2022</b>			
Ron / 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)	Dismissed	Nov-2: Ongoing Dec-7: Ongoing Jan-4: Ongoing Jan-29 Awaiting Insurance Summary from Ron Chin Feb-1: Ongoing Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Mar-30: FAQs have been ready for many months and awaiting Insurance Summary from Ron Chin (Insurance Committee) before distribution for review. Please note that we have had this discussion before where some Action Items are dependent on other Action Items; Apr-6: Unlikely to happen, as CORA General FAQs dependent on many other outstanding Action Items.
<b>Raised Dec-7 / 2022</b>			
Ron / Insurance Committee	Ron to complete Insurance Summary for January 2023 Board Meeting. (2022-12)	Dismissed	Dec-7: Ongoing Jan-4: Ongoing <b>Feb-1: Ongoing Feb-18: [CORA Board 2022 Action Items TODO 2023 Jan Ron] Ron still to draft Insurance Summary. [TBD].</b> Mar-1: Ongoing May-3: Ongoing Jun-7: Ongoing Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Unlikely to happen, as the Insurance Committee prioritizing ongoing events.
<b>Raised Sep-12 / 2023</b>			

Ron / Erik	Do an email to Eastern clubs on the conditions of sanctioning for a race, such as everyone who races must be a member of CORA. Also include the requirements for a club being a member of CORA. This is also a chance to outline the benefits of being members (including the club) of CORA. (2023-09)	Completed	Sep-12: Ongoing Oct-4: Ongoing Nov-1: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Done, as Foruzan has communicated to all Eastern Canada potential CORA Sanctioned Event Hosts the requirements for hosting CORA Sanctioned Event Hosts.
<b>Raised Nov-25 / 2023 (Pre-AGM)</b>			
Education Committee (7)	One of the first things we need to offer is how to start being a coach, and need curriculums for the different stages of coaches expertise. (2023-11)	Completed	Nov-25: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Give this Action Item until 2024 CORA Pre-AGM for some direction otherwise Dismiss; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Done, as CORA Cup Series 2025 Coach-The-Coaches sessions well planned.
Education Committee (8)	We should spend a bit of time building content for paddlers to access when they are interested in coaching. (2023-11)	Completed	Nov-25: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Give this Action Item until 2024 CORA Pre-AGM f; or some direction otherwise Dismiss; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Mar-30: The details on these 2 different Action Items raised at the CORA 2023 Pre-AGM indicated a need for 1) Curriculums for coaches; 2) Pathways for paddlers interested in becoming coaches. The proposal is to Dismiss as of 2025 CORA Pre-AGM if not actioned as of then; Apr-6: Done, as CORA Cup Series 2025 Coach-The-Coaches sessions well planned.
Ron (10)	Ron to get the Insurance Summary out soon. (2023-11)	Dismissed	Nov-25: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Unlikely to happen, as the Insurance Committee prioritizing ongoing events.

Ron (17)	Ron to write-up memo on CORA Cup Series hosts expectations (Reciprocity; Race Results; Meals; Waivers; etc.). (2023-11)	Overdue	Nov-25: Ongoing Jan-3: Ongoing Feb-7: Ongoing Feb-28: Graeme handed over to Ron for review; Note that this should cover off outstanding Race Director Guidebook Action Items, however CORA President has yet to act on those recommendations. Mar-17: At least 1 CORA Cup Series Sanctioned Event Host has requested guidance on CORA expectations. Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Ongoing
Erik (19)	Erik suggested Town Hall on Race Safety (mostly for Junior / Novice Short Course). (2023-11)	Dismissed	Nov-25: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Unlikely to happen, as CORA Race Rules on Junior paddlers provide guidance.
<b>Raised Nov-26 / 2023 (Technical AGM)</b>			
Education Committee (24)	Putting together pathways on how to become a coach for Community Coaching Initiatives, will start with a Town Hall. (2023-11)	Completed	Nov-26: Ongoing Jan-3: Ongoing Feb-7: Ongoing Mar-6: Ongoing Apr-4: Ongoing May-20: Ongoing Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Mar-30: There is overlap between the need for a “coaching pathway” and the need for a Town Hall to deliver on this “coaching pathway”. There is an overlap of IVF / Education / Town Hall Committee initiatives that has been awaiting direction for 2 years; Apr-6: Done, as CORA Cup Series 2025 Coach-The-Coaches sessions well planned.
<b>Raised Feb-7 / 2024</b>			
Graeme / Ron	Graeme to provide draft memo on CORA Cup Series hosts expectations (Registration; Reciprocity; Race Results; Meals; Waivers; etc.) for Ron to review. (2024-02)	Overdue	Feb-7: Ongoing Feb-28: Graeme handed over to Ron for review; Note that this should cover off outstanding Race Director Guidebook Action Items, however CORA President has yet to act on those recommendations Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2:

			Ongoing; Mar-2: Ongoing; Mar-30: Every few months certain Ongoing Action Items along with related topics are discussed at CORA Board Meetings to review progress and certain Board Members acknowledge that these Action Items and related topics should be addressed and these “we should do these things” are then noted in the Action Items; Apr-6: Ongoing
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**Raised May-20 / 2024**

Board	This is also driven by new OC6s using the boat number stickers (not just small boats), and OC6 finish lines are not as close to shore for reading numbers. Query whether we prompt new OC6 to “choose a boat number” and order their own large sized numbers. This could create problems with repeated OC6 numbers if owners do not properly check the Canoe Registry. OC6 numbers - Suggestion of after review of the CORA registry to determine numbers to order new numbers and issue numbers specific to the OC6 canoes. Keeping in mind that different clubs have different coloured hulls. An email should go out to clubs that any canoes racing must have an easily seen number on it. They should clear their chosen number with CORA first.	In-Progress	May-20: Ongoing - Please note that one of the outcomes of the CORA Canoe Registry Initiative of 2020 was a recommendation that CORA put into place standardized Big Boat Number Decals. Nothing came of those recommendations Several years ago, some CORA clubs began using these Small Boat Number Decals on their OC6s. However, there is now a mish-mish of Big Boat Numbering schemes with legacy numbers (Axx; Cxx; Gxx; Lxx; Mxx), personalized numbers (888; 777; 707), and Small Boat Numbers (11xx; 12xx; 13xx). Also note that the Canoe Registry is private to the CORA Board Members. Jul-3: Ongoing; Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Mar-30: It has been noted that “Race organisers should remind clubs to have a number on their boat. It may not be practical for CORA to prescribe that painted numbers (eg 777) should be replaced by decals”. Proposal is to Dismiss as of 2025 CORA Pre-AGM if not actioned as of then; Apr-6: Ongoing
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**Raised Sep-22 / 2024**

Town Hall Committee	Suggestion of a Town Hall - When should a Race Director cancel / change a race. Liability issues, etc. (2024-09)	Dismissed	Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Mar-30: Please note that there was an Action Item for a Town Hall from 2023-Nov-25 proposed for Race Safety (mostly for Junior / Novice Short Course). That Town Hall proposed in 2023 and this Town Hall regarding race
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			cancellations / course changes proposed in 2024 were for very different topics; Apr-6: Unlikely to happen, as CORA Safety Manual provides guidance to Race Directors.
Race Committee	Implications of CORA Small Boat Decal Numbers (adequate for 20 years) being used by clubs on Big Boats. Pre-AGM Discussion. (2024-09)	In-Progress	Sep-22: Ongoing; Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Mar-30: It has been noted that <i>"Race organisers should remind clubs to have a number on their boat. It may not be practical for CORA to prescribe that painted numbers (eg 777) should be replaced by decals"</i> . Proposal is to Dismiss as of 2025 CORA Pre-AGM if not actioned as of then; Apr-6: Ongoing
<b>Raised Nov-3 / 2024</b>			
Ron	Still need to review receipts from Kelowna Paddle Centre and Jericho Paddling Club for their respective June Clinics. (2024-11)	Overdue	Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Mar-30: As noted that this is <i>"Too late for this Treasurer"</i> , has the Grants Officer dealt with this outstanding Action Item (Completed or Dismissed); Apr-6: Ron will contact KPC and give one week's notice to respond; Apr-6: Ongoing
Marianne	Recommended change to Junior Guidelines: A coach boat with a qualified power squadron operator should accompany all Juniors on the water is recommended. If a coach boat is not available then the coach must either be in the outrigger canoe with the Junior paddlers, as in an OC6, or nearby in their own OC1. (2024-11)	Completed	Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Will be done, as Youth Development Rep to deliver Junior Guidelines / Guidebook / Guidebook updates at CORA 2025 AGM.
Marianne	Recommended change to Junior Guidelines: it is recommended that anyone involved with a Junior paddling program, who is over the age of 18, should have a Criminal Record Check. (2024-11)	Completed	Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Will be done, as Youth Development Rep to deliver Junior Guidelines / Guidebook updates at CORA 2025 AGM.

Town Hall Committee	Suggestion of a Town Hall - When should a Race Director cancel / change a race. Liability issues, etc. (2024-11)	Dismissed	Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Unlikely to happen, as CORA Safety Manual provides guidance to Race Directors.
Erik / Jonathan	Suggestion of having a toggle on the website, for either an English or French version. (2024-11)	Completed	Nov-3: Ongoing; Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Mar-30: CORA website does not appear to provide a toggle for either an English or French version. This would be for follow-up by CORA Webmaster.; Apr-6: Done, as functionality exists as a browser option (Translate page..).
<b>Raised Nov-30 (Pre-AGM)</b>			
Sherry	To put together a Brazil 2025 Junior/chaperone guide. (2024-12)	In-Progress	Dec-1: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Mar-30: Awaiting sign-off by the Board (JW); Apr-6: Ongoing
IVF Committee	Timeline for the High Performance (HP) Committee is the end of January-2025. Once this committee is struck, the coaching group does its recommendation for Singapore. (2014-12)	Overdue	Dec-1: Ongoing; Jan 5: Ad for High Performance (HP) Committee approved, posted after meeting. Feb-2: This ad is not present on the CORA Website Postings; Mar-2: Ongoing; Mar-30: "As above" is a challenging comment as to which Action Item is being referenced. There is an assumption that this refers to the creation of an IVF Selection committee, but have we seen the recommendations for Singapore? Do we have resolution on the adjustments by Cindy to the written document on selection criteria?; Apr-6: Ongoing
Education Committee	Various Regional Coaching & Community Coaching Topics: Need a handbook put together with a curriculum leading to coaching credentials (2024-12)	Completed	Dec-1: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Mar-30: There is overlap between the need for a "coaching pathway" and the need for a Town Hall to deliver on this "coaching pathway". There is an overlap of IVF / Education / Town Hall Committee initiatives that has been awaiting direction for 2 years; Apr-6: Done, as CORA Cup Series 2025 Coach-The-Coaches sessions well planned.

IVF Committee & Town Hall Committee	Suggestion of doing a Town Hall to address IVF selection process, suggestion of running this in April of 2025. (2024-12)	Dismissed	Dec-1: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Unlikely to happen, as IVF Selection Process published on CORA Website.
Race Committee	CORA Cup Series Expectations need to be communicated (early) to CORA Cup Series Host Clubs. (2024-12)	Overdue	Dec-1: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Mar-30: Proposal is to Dismiss as of 2025 CORA Cup Series #1 if not actioned as of then; Apr-6: Ongoing
Board	Recommended that we do an associate membership. This will allow someone to state that they belong, in order to be included in the discussion. Industry membership that one will have in other professional organizations (2024-12)	In-Progress	Dec-1: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Mar-30: Awaiting response from the Board as it was thought we had said No to the original proposal, but agreed we would consider an alternative idea (JW); Apr-6: Ongoing
<b>Raised Dec-1 / 2024 (Technical AGM)</b>			
Marianne	Update CORA guidelines for Junior / Novice support with respect to safety boat requirements (2024-12)	Completed	Dec-1: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Mar-30: "As above" is a challenging comment as to which Action Item is being referenced. There is an assumption that this refers to CORA 2024 AGM Action Items regarding changes to Junior Guidelines and where these Junior Guidelines might exist on the CORA website; Apr-6: Will be done, as Youth Development Rep to deliver Junior Guidelines / Guidebook updates at CORA 2025 AGM.
Board	CORA Cup Series 2024 Winners. Discussions on types of canoe - Spec v UL will be done during 2025 by the Board. (should Spec divisions be trimmed to just Open) (2014-12)	In-Progress	Dec-1: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Ongoing
<b>Raised Dec-8 / 2024</b>			
Graeme	Discussion Document on local / provincial / federal funding grants to be distributed shortly for Board Members to review in Dec-	In-Progress	Dec-8: Ongoing; Jan-5: Ongoing; Feb-17: Most local / provincial / federal funding grants for High Performance Coaching / Training, Youth In Sport, Women In Sport, Indigenous In Sport, and Championship

	2024 and hopefully have a working session early Jan-2025. (2024-12)		Events that were identified in 2024-Nov, had deadlines for 2025 as of 2025-Jan-31 or 2025-Feb-15. There are a small number of High Performance Coaching / Training, Youth In Sport, Women In Sport, Indigenous In Sport, and Championship Events still available; Mar-2: Ongoing; Apr-6: Ongoing
Ron	Review receipts from Kelowna Paddle Centre and Jericho Paddling Club for their respective June Clinics. (2024-12)	Overdue	Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing
Marianne	Working on updating the information on the CORA website for Juniors (2024-12)	Completed	Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Will be done, as Youth Development Rep to deliver Junior Guidelines / Guidebook updates at CORA 2025 AGM.
<b>Raised Jan-5 / 2025</b>			
Grace / Erik / Board	We should remind clubs that despite their paddling season they are required to renew their memberships, both individual and club, when the memberships are due to be renewed. - Grace to follow-up. (2025-01)	Overdue	Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Erik will contact them.
Erik	Confirm that membership reminder has been sent. Clubs should know that as of Jan-1, Renewals should happen. 2025-Feb-1 Reminder to be sent out by Erik. (2025-01)	Overdue	Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Erik will contact them.
Ron	Still need a revenue statement from Kelowna Paddle Centre for their 2024 clinics. Ron to follow-up with Kelowna. (2025-01)	Overdue	Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Mar-30: As noted that this is "Too late for this Treasurer", has the Grants Officer dealt with this outstanding Action Item (Completed or Dismissed)?
Ron / Grants Officer	FCRCC submitted a 2025 Clinic Grant application for a Warm Water Huli Drill Clinic Coaching Clinic Grant (if any) will be reconciled and	Overdue	Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Mar-30: Appropriate info has not been received by CORA Treasurer as of 2025-Mar-25; Apr-6: Proper accounting has not been provided to Jonathan. As per

	calculated after a clinic accounting summary has been received. (2025-01)		Ron, if they made a profit on the grant then no grant will be given. Jonathan will follow up with FCRCC Treasurer.
IVF Committee / Ron	Deadline recommended for 2025-Feb for High Performance (HP) Committee planning. (2025-01)	In-Progress	Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Ongoing
Ron / IVF Committee	Revised High Performance (HP) Committee document as amended by Ron Chin (with outcomes from 2025-Jan Monthly Board Meeting to be distributed / posted). (2025-01)	In-Progress	Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Ongoing
IVF Committee / Leanne / Dean	Priority for next CORA Board Monthly Meeting should be getting Canada onboarded with IVF Committee Candidates that have name recognition. Leanne to provide notification on when the call for IVF Committee Candidates happens. Dean to follow-up with Lynda on IVF Committee Candidates. (2025-01)	In-Progress	Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Dean advised that Lara is working on this. This comes up in 2025-June.
IVF Committee	Position Posting for CORA IVF Team Coaches to be presented and confirmed at the 2025-Feb CORA Board Monthly Meeting. (2025-01)	In-Progress	Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Ongoing
Graeme	Hugh Town Memorial Builder Award 2024 Recipient trophy shield invoice from Kerr Recognition to be forwarded to CORA Treasurer. (2025-01)	In-Progress	Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Peter Forand Masters Challenge 2025 Recipient trophy shield invoice from Kerr Recognition also to be forwarded to CORA Treasurer.
Erik / Ron / Jonathan	Creating an electronic waiver platform that all races can use. Ron Chin has noted that registration / waiver needs to be on an individual basis; Erik recommends a needs assessment (survey) to see whether clubs would be open	In-Progress	Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Ongoing

	to this approach; Ron Chin noted that records of waivers need to be retained for several years.		
<b>Raised Jan-31 / 2025</b>			
Graeme / Ron / Jonathan	Pursue CORA Website / Facebook / Social Media volunteers (Technical Support) to support CORA community engagement strategy, as per Website Postings Session. (2025-02)	In-Progress	Jan-31: Ongoing; Jan-31: Communique sent to Grace Morissette at Lotus to see if her Secondary students would be interested; Feb-4: Grace responded that finding talent to maintain Lotus website has been a long-standing challenge and senior members of Lotus continue to provide Lotus website support; Mar-2: Ongoing; Apr-6: Ongoing
Board	Engage with Eastern Canada CORA Board Members to provide News for the Eastern Canada community. (2025-02)	In-Progress	Jan-31: Ongoing; Feb-1: Communique sent to Foruzan & Paige & Richard & Bethany to put forward suggestions for News for the Eastern Canada outrigger community. Richard has offered to collaborate on this Action Item; Feb-15: Communique sent to Richard with suggestions for News for the Eastern Canada outrigger community; Mar-2: Ongoing; Apr-6: Suggestion that Richard should contact Erik, Ron or Jonathan to post news updates from Eastern Canada. Foruzan is looking for ways to point Eastern paddlers to the CORA website. Are we going to look into a Coach to coach session in the East?
Ron	Prepare CORA Website Race Promotion Template (who/when/where/what) for CORA Website Race Promotion Postings going forward, as per Website Postings Session. (2025-02)	In-Progress	Jan-31: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Ongoing
<b>Raised Feb-2 / 2025</b>			
Graeme	Contact Burnaby Lake Rowing to scope out 2026 schedule. (2025-02)	In-Progress	Feb-2: Ongoing; Feb-22: Very few 2025 BLRC racecourse events confirmed so far - Canadian Masters (rowing) Championships mid-July 2025 & Western Canadian University Rowing Championships early-Oct 2025. Seems organizations are very slowly committing

			to BLRC racecourse events; Mar-2: Ongoing; Apr-6: Ongoing
Dean	Provide verbiage on outline of forum/discussion to be held at each CORA Cup Series race, to be provided by 2025-Mar Board Meeting. (2025-02)	Completed	Feb-2: Ongoing; Mar-2: Ongoing; Apr-7: Done, as Dean / Erik collaborated on details and Erik has published CORA Website Posting with Registration links.
Foruzan	Planning a conference call for February for Eastern Clubs / prospective clubs to discuss insurance, and then provide an opportunity for Club coaches to have a forum / discussion. (2025-02)	Completed	Feb-2: Ongoing; Mar-2: Ongoing; Apr-7: Done, as Foruzan communicated that Eastern Canada clubs on-board with Eastern Canada racing plans
Town Hall Committee	Prepare Town Hall session for coaches covering coaching at Clubs. (2025-02)	Completed	Feb-2: Ongoing; Mar-2: Ongoing; Mar-30: "As above" is a challenging comment as to which Action Item is being referenced. There is an assumption that this refers to the overlap between the need for a "coaching pathway" and the need for a Town Hall to deliver on this "coaching pathway". There is an overlap of IVF / Education / Town Hall Committee initiatives that has been awaiting direction for 2 years; Apr-7: Done, as Dean / Erik collaborated on details and Erik has published CORA Website Posting with Registration links.
IVF Committee	Job description (for 2026 Sprints) to be reviewed by the Board. Coaches for 2026 Sprints to be determined by the newly appointed High Performance (HP) Committee. (2025-02)	In-Progress	Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Ongoing
IVF Committee	Committee to be formed to review High Performance (HP) Committee Coaching applicants. There should be a Website Posting and should be re-emailed to all members. Kamini and Lynda are recommended. (2025-02)	In-Progress	Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Ongoing

IVF Committee	Cindy to adjust the written document on selection criteria with updates, Leanne will edit then it will be submitted to the High Performance (HP) Committee for review. (2025-02)	In-Progress	Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Board has no objections to Cindy proceeding with this Action Item pending her new position on the High Performance Committee; Apr-6: Ongoing
CORA Board	Note that the CORA Website AGM page is outdated (Showing 2023). Recommendations for how to address this outdated website page? (2025-02)	In-Progress	Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Ongoing
<b>Raised Mar-2 / 2025</b>			
Erik	Board Meeting Notifications not being distributed to all Board Members. Meeting reminder system to be checked. (2025-03)	In-Progress	Mar-2: Ongoing; Apr-6: Ongoing
Erik	Seems Richard & Bethany are not included in the CORA Monthly Board Meeting invites. Unclear as to why Richard / Bethany are not receiving CORA All Board group email address. (2025-03)	In-Progress	Mar-2: Ongoing; Apr-6: Ongoing
Ron	Touch base with Martha about Directors / Incorporation Notices. (2025-03)	In-Progress	Mar-2: Ongoing; Apr-6: Ongoing
Graeme	Follow-up with Paul Barton / Erik Ages to document (internal) Race Calendar Use Cases. (2025-03)	In-Progress	Mar-2: Ongoing; Apr-6: Ongoing
Cindy	Waiting on Cindy's draft of Singapore 2026 revisions for the selection process. Leanne will follow up with a reminder to her. (2025-03)	In-Progress	Mar-2: Ongoing; Board to decide if Cindy should do pending her new position on High Performance Ctte; Apr-6: Board has no objections to Cindy continuing this Action Item
IVF Committee	Those individuals selected by the IVF High Performance (HP) Committee as coaches	In-Progress	Mar-2: Ongoing; Apr-6: Ongoing

	to be introduced to Sherry. (2025-03)		
Erik / Graeme / Dean	Publish a CORA Website Posting advertising a get together for crew and club coaches to discuss and share coaching tips and ideas at 4 of the 2025 CORA Cup Series 2-day events. (2025-03)	Completed	Mar-2: Ongoing; Apr-7: Done, as Dean / Erik collaborated on details and Erik has published CORA Website Posting with Registration links.
Erik	Erik to build pre-registration webpage, once event details are known. (2025-03)	Completed	Mar-2: Ongoing; Apr-7: Done, as Dean / Erik collaborated on details and Erik has published CORA Website Posting with Registration links.
<b>Raised Apr-6 / 2025</b>			
Ron / Website Admins	Race postings should have the city included in the title or the heading. (2025-04)	In-Progress	Apr-6: Ongoing
Erik	Erik will reach out to the above referenced clubs (Calgary; Delta; Kelowna; Penticton; TSCC Maka Koa; Vancouver Ocean Sports; Wailua) to remind them to register their clubs. (2025-04)	In-Progress	Apr-6: Ongoing
Foruzan	Foruzan has indicated that there is another Eastern Canada outrigger club wanting to join CORA and to follow-up with that club. (2025-04)	In-Progress	Apr-6: Ongoing;
Ron / Bethany	Ron is updating and obtaining Directors' current daytime addresses for the Annual Report and Notice of Directors. Only outstanding address is for Bethany Yam, who has not replied and her personal gmail account is bouncing back as full. She will email Ron. (2025-04)	In-Progress	Apr-6: Ongoing

Paul / Bethany	Board Meeting Notifications not being distributed to all Board Members. Bethany sorting out with Paul. (2025-04)	In-Progress	Apr-6: Ongoing
Dean / Erik / Bethany	Dean will look into creating a Zoom link so coaches from the East can join in. Erik will add Google Meets to these. Bethany has offered to assist. Dean to contact James Hill or Leanne or look into another facilitator who would be attending races in the East OR if there is a coach willing to take this on in the East. (2025-04)	Completed	Apr-6: Ongoing; Apr-15: Done, as CORA Website Posting published advertising 4 Coaches-To-Coaches Sessions
Erik / Graeme	Graeme to follow-up with Erik. What Ultralight OC6 did Leduc purchase, for updates to the Canoe Registry. (2025-04)	In-Progress	Apr-6: Ongoing
Sherry / Jonathan	Distance (Brazil 2025) Event held the Apr-5/6 weekend. Awaiting report from Sherry. (2025-04)	Completed	Apr-6: Ongoing; Apr-15: Done, as report received from Sherry Hunt
Marianne	Marianne would like to develop a "How-to Guidebook" for setting up programs for juniors and novice paddlers in Canada specifically for outrigger. Marianne will prepare a one-pager for now. Discuss at Pre-AGM Meeting in Fall 2025. (2025-04)	Completed	Apr-6: Will be done, as Youth Development Rep to deliver Junior Guidelines / Guidebook updates at CORA 2025 AGM.
Marianne	Marianne has downloaded a number of resources from external sources regarding junior programs. These should be added to the CORA website under "Resources". (2025-04)	In-Progress	Apr-6: Ongoing

Marianne	For the proposed Junior Clinic/Change Race on August 9th and 10th, 2025, Marianne will apply for 3 Clinic Grants on 3 separate topics. (2025-04)	In-Progress	Apr-6: Ongoing
Ron	Regarding an enquiry from Brendan Curson and Zoe Norcross-Nu'u regarding possible CORA Membership and insurance coverage for the Hana Hou Community Outrigger Foundation for the Outrigger Zone Community Paddling Initiative. Ron will create a summary for insurance. (2025-04)	In-Progress	Apr-6: Ongoing
Ron	Regarding an enquiry from Brendan Curson and Zoe Norcross-Nu'u regarding possible CORA Membership and insurance coverage for the Hana Hou Community Outrigger Foundation for the Outrigger Zone Community Paddling Initiative. Ron will send a note to them that this is beyond the scope of CORA insurance and that they should purchase their own 3rd party liability insurance. (2025-04)	Completed	Apr-6: Ongoing; Apr-15: Done, as Ron Chin provided clarification to Hana Hou that CORA insurance coverage for Hana Hou activities outside scope of CORA Insurance Coverage.