



CORA Monthly Meeting Minutes Draft

**Sunday, May 4th, 2025
4:00 PM PST (7:00 PM EST)**

Google Meet joining info

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

Or dial: (CA) +1 647-737-7602 PIN: 737 367 261#

More phone numbers: <https://tel.meet/kgz-zjvi-wkv?pin=2945757636583>

- Welcome and Roll Call

Present:

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

Joined late:

Leanne, Richard, Cindy and Bethany

May Board Meeting to be chaired by Rob Varnel.

At the time of the call Eastern representatives are not on the call.

Everyone must submit all their monthly reports at least a week prior to the meeting, please input them into the draft monthly minutes

Adoption of Monthly Minutes from April 6th, 2025

There were no corrections to the minutes, thus they are adopted.

Confirmation of Agenda/Add New items:

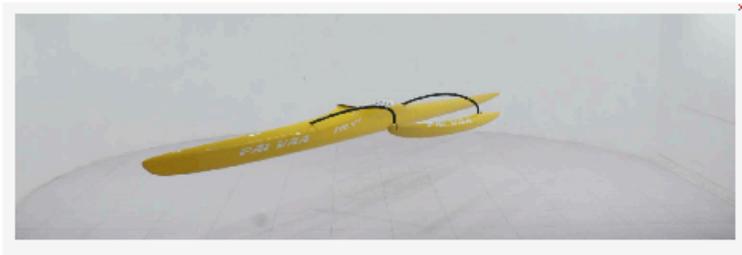
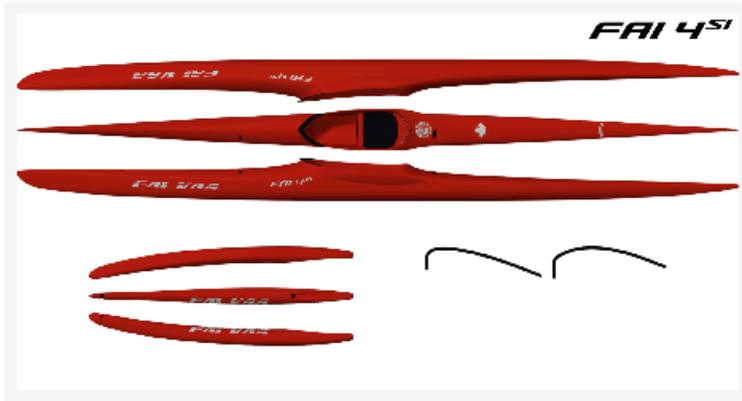
No additions May agenda is adopted.

- Standing Items - Presented by existing Officers (collaborative effort by Secretary & Board Members)
 - Communications & Technical Update – **Erik / Graeme**
 -
 - Outbound Communications - **Erik**



OUTBOUND COMMUNICATIONS REPORT (via Erik Ages)
CORA BOARD MEETING
SUNDAY 4 MAY 2025

1. Website:
 - a. Ongoing updates to CORA race calendar including additions / cancellations and changes to internal links and race information as required
 - b. Ongoing monitoring of BBS for spam
 - c. Ongoing wordpress system and security updates
2. Correspondence:
 - a. CKBC: Email drafted and sent to chair of CKBC re: "outrigger membership" language that suggested CKBC "outrigger" members are entitled to participate in races in Canada. Request to CKBC BOD to amend to "CKBC-sanctioned" races.
 - b. HanaHou / Ozone / Outrigger Zone: ongoing discussion about partnership with HanaHou to program a pilot community project to provide coaching, resources and front-of-house service to a broad paddling community. See C below:
 - c. Associate Membership discussion: Erik Ages / Foruzan submitted a draft document to the CORA BOD in April for the purposes of developing an Associate Membership option for the business and affiliated paddling community to provide a transparent and "level" playing field for parties wanting to stay informed and play a role in the growth of our sport. See https://drive.google.com/file/d/1vhWBKqj6cPlwg8-viyhL1ZmpNNY6TC/view?usp=drive_link to access the document.
 - d. Further to B and C above, HanaHou is interested in meeting with a committee of the board to discuss options to provision Western Canada's outrigger community with ongoing access to a CORA-administered fleet of 8 V1 canoes for the purposes of racing. This is a request for discussion with a committee of the board selected by the executive tasked with developing an arrangement that meets community need as well as the needs of CORA and HanaHou. See sample fleet below.



- Communications / Website / Google Drive - **Graeme**
 - 2025-Apr has been quiet
- Membership Update – **Grace / Ron**
https://drive.google.com/file/d/17X-UW7cS-X8kql6JDn_NDZGHZrrgRkdC/view?usp=sharing

CORA Individual Memberships

98 annual memberships were purchased in February for a total of 1,347 annual memberships.

CORA Club Memberships

32 clubs have 2025 CORA Club memberships.

Clubs who have not yet renewed their club membership but have paddlers registered with CORA are; Calgary (8 paddlers), Delta (7), Kelowna (18), TSCC Maka Koa (3), Vancouver Ocean Sports (19), Wailua (13), and Penticton (18 paddlers and putting on a race in a few weeks).

Thanks...and have a great meeting!

Grace

- Administration Update - **Ron**
https://drive.google.com/file/d/1Xtgan-gTtGhaBAX214Ms_p-5sblvDjT8/view?usp=sharing
- Concern regarding whether there would be confusion over whether paddlers think that if they are registered with CKBC they are registered with CORA.
- Erik sent an email to CKBC representative asking for clarification
- Jonathan - Brendan Curson has approached a club nearby FLCC, there is a concern that this move will be undermining FLCC and CORA.
 - Jonathan has noted that Hana Hou did not contact FLCC first.
- Ron - Brendan Curson is hosting camps the week before each CORA race to get interest in outrigger.
- Erik - After several conversations with Zoe, Erik feels that this is organizational clumsiness.

- Associate membership status will prevent these kinds of disconnects, going forward.
- Hana Hou and Ozone have created a new pilot project that was brought to Ozone by Hana Hou, essentially to bring outrigger activities with support to different communities around the province.
- Erik has discussed with Zoe the political risks for doing this.
- Hana Hou's end game is not monetary but rather to open outrigger up to smaller communities.
- There is still work to be done, especially on political correctness.

MEMORANDUM

To: CORA Board
 From: Ronald Chin
 Re: May 2025 Board Meeting Administration Update
 Date: May 2, 2025

Corporate Filings

The 2025 Annual Return and Notice of Change of Directors were filed by Martha Rans.

Annual Return 2025:

https://drive.google.com/file/d/1iAnn5JQIGhOqXs2nknQEFiAQIcBqa3_Hs/view?usp=sharing

Notice of Change of Directors 2025:

<https://drive.google.com/file/d/1LYQITDyxUF3n7R4gkBNIEJ39Jvq9JUnJ/view?usp=sharing>

CKBC Outrigger Memberships

Erik Ages noted that Canoe Kayak BC is now offering outrigger individual memberships which purport to provide the following benefits:

Outrigger Individual Membership

\$20.00

The Outrigger Individual Membership lends individual paddlers who do not belong to a CKBC Club the benefits of:

- April 1, 2025 to March 31, 2026 Canoe Kayak BC Insurance Coverage
- Eligibility to compete in races held in Canada
- Access to Coaching Modules available through Canoe Kayak BC
- Future accessibility to Ocean Paddling Clinics hosted by Canoe Kayak BC or CKBC associated clubs

**Note: If you are an existing member of a CKBC Club, you do not need to register for this membership.*

Erik has contacted CKBC and requested that the reference to "races" be changed to "CKBC-sanctioned races" to avoid confusion with CORA-sanctioned races.

- Grant Updates – Ron
https://drive.google.com/file/d/1fRACVRVaPgOkAUE4gDeol4oz_40TAMB9/view?usp=sharing

Action item - Jonathan will contact Ron regarding the FCRCC grant.

Jonathan clarified that \$7.10 has not been paid to FCRCC - report to be adjusted

MEMORANDUM

To: CORA Board
From: Ronald Chin
Re: May 2025 Board Meeting
Grants Update

Date: May 2, 2025

1) Clinic Grants

a) KPC 2024 Clinic Grants

On April 7, 2025, Ron e-mailed Lynne Baillie at Kelowna Paddle Centre to follow up on financial ledgers for their June 2024 clinics, noting that if we did not hear back in a week, the applications will be considered stale-dated and will expire. Ron has not heard back.

b) FCRCC Clinic Grant

Jonathan received financial ledgers from FCRCC for their indoor huli clinic held on January 18, 2025. The clinic had a financial shortfall of \$7.10, and accordingly, the Clinic Grant was set at \$7.10. Jonathan e-transferred this amount to FCRCC.

c) YYPCC Clinic Grants

In follow up to the April Board Meeting, Clinic Grant applications were received from Victoria Youth Paddling Club for 3 clinics to be held on August 9 and 10, 2025 in conjunction with their Junior Change race on Sproat lake, for (i) Technical Clinic, (ii) Change Clinic and (iii) Huli Clinic. All 3 clinics were approved in amounts up to \$600.00 to cover shortfalls and subject to receipt of financial ledgers.

2) Coaching Education Grants – No activity

3) RME Grants – No activity

4) Travel Grants

a) Aumakua – TIQC

A Travel Grant Application was received from Aumakua Club Nautique for trailering to/from Toronto International Outrigger Challenge (Sept. 13, 2025). This is the first Travel Grant application received from Aumakua and they did not know the usual practice of applying after the race. However, given that the race is in September, there is a possibility that funds could be exhausted if they were to apply after the race. So the application was approved (\$560.00), subject to confirmation of trailering to/from the race.

5) Other Grants

a) On April 5, 2025, an inquiry was received from Cheryl Bublitz at FLCC asking about the CORA Cup race draw prize. Ron confirmed that \$800 would be available for draw prizes.

b) On April 25, 2025, an inquiry was received from Jackie Bell at CVCRC asking about the CORA Cup race draw prize. Ron confirmed that \$800 would be available for draw prizes and Jackie confirmed that they would source the prizes locally.

o IVF Representative Update – **Jonathan/Leanne**

■ Distance (Brazil 2025)

- Report from Sherry: https://docs.google.com/document/d/1-kD9tiNN_E5ipYKoNsmMRxsVLNoG9M-prHAH6_EQfUc/edit?usp=sharing

- Leanne

- Sherry emailed Leanne the following: “I think it’s in the best interest for Team Canada (and also for me) for you to attend World’s.” Has HPC made decisions about coach on site or back up AC? Is there funding? If CORA does not require her services, Leanne will be withdrawing from Brazil if not required and funded to be on-site.
- Erik - is race population willing to double their costs.
- Jonathan
 - no double travel was allowed for in the budget.
 - Advised that 80 to 80 people were going down to around 50. \$850.00 a head is required to be paid by each paddler. If Leanne is requiring reimbursement, then it would be an extra \$100.00 per person.
 - Sherry has advised that Leanne would not go unless she was being paid.
 - James has not paid any fees to date
 - It is annoying to be constantly following up
- Dean
 - James is going
 - Sherry is going and thus can be the Area Coordinator, it is felt she will be up to the job
 - We have paid to have an additional person to act as an assistant at world events.
- Ron
 - The job of Area Coordinator should not be as onerous as sprint.
- Rob M
 - In the past worlds there hasn’t been a coach for distance. We do not need both a coach and Area Coordinator. It is important to look after the juniors.
- Rob V
 - The whole idea behind paying for an Area Coordinator is that we do not need to pay for a coach to handle this as well.

Motion from Rob V.

That CORA not send Leanne down to Brazil as a secondary/ back-up Area Coordinator.

Second - Approved.

Two abstained.

CORA IVF Report - Sunday, May 4, 2025

- Distance (Brazil 2025)
 - Report from Sherry:
https://docs.google.com/document/d/1-kD9tiNN_E5ipYKoNsmMRxsVLNoG9M-prHAH6_EQfUc/edit?usp=sharing
 - April camp went well (see Sherry's report).
 - Race Off didn't end up happening.
 - Canoes have finally been announced for Brazil. The V6 Canoe as the Te Tai made by Netuno . The V1 canoe is the Timi made by Netuno
 - All updates posted on
<https://www.ivfiv.org/2025-world-distance--brazil.html>
 - See new business - If Leanne's services for CORA are not required in Brazil, she will withdraw from the competition.

- Sprints (Singapore 2026)
 - Cindy edited a version of the 2020 Sprints selection for 2026 based on January Coaches meeting, Leanne currently revising.

- CORA IVF Committee Direction (High Performance (HP) Committee)
 - Leanne has no information on this

- IVF General
 - No news about potential 2027 and beyond World Championships has been communicated to reps.

- Sprints (Singapore 2026)
 - Jonathan has advised that Sherry has raised a concern as to whether she will be continuing after Brazil.
 - Rob M. - wondering if Sherry is concerned that the need for her is not as great
 - Rob V. - do we need to expand or broaden Sherry's work
 - Dean - High Performance committee is looking after work
 - Jonathan met with IVF committee, nothing has been done and nothing has been added up or presented properly. No one else attended the last meeting.
 - Dean - nothing has been sent out yet.
- CORA IVF Committee Direction (High Performance (HP) Committee)

- Cindy has sent in a report.
- Aware that we need to get adverts out for the Selector's position.
- Cindy, Mel and Andrea have offered a lot of information and support.

- IVF General

- .

- Financial Report May 2025 - **Jonathan**

- https://drive.google.com/drive/u/0/folders/1bK7p_BXd63HCH1kOPB47qgVwEjyuOzK

Rob V. - Question how much did we make \$38,000.00 to date, this is the same amount of money as last year. We should make the amount set out in the budget.

Rob V. - Motion - Accept financials presented by the Treasurer

Seconded - Dean

Approved

Request that we also receive a copy of the bank statement presented as well.

- Junior Update - **Marianne**

- 1) During the summer I had raised a discussion point that I had had with smaller junior clubs or clubs wanting to start a junior program regarding the current wording in the CORA junior guideline. Although we discussed and I felt that it had been approved I note that we didn't do a motion to amend the current wording from:

- A coach boat with a qualified power squadron operator should accompany all juniors on the water.

Rationale:

- Smaller clubs either don't always have or don't have access to a coach boat, thus I have been asked to request a change to the guidelines and present the following motion.

Motion: To amend the current wording to: A coach boat with a PCOC card 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.

Motion - Marianne

Seconded - Dean

You can locate the current junior guidelines on the CORA website, under "outrigger resources" - called "Junior Safety Guide"

- 2) Grant applications have been submitted to CORA for the Sproat Lake Junior Event, Novice teams will also be invited.
 - 3) I have also submitted an application to have the junior/novice change race sanctioned.
 - 4) Next, I am working on the junior one sheet guideline
 - 5) Marianne to put in a safety plan for escort boats.
- Town Hall Update - **Leanne / Erik / Ron / Foruzan**
<https://drive.google.com/file/d/1Ng9EtFeyqqRadyEG5wOmKZhOSix-4nWA/view?usp=sharing>
 - Advertisement is great, lots of interest. Waiting to hear if James is attending.
 - Rob M. can assist if needed
 - Erik will provide list of attendees to Rob M. of paddlers attending Duel in the Desert race

MEMORANDUM

To: CORA Board
From: Ronald Chin
Re: May 2025 Board Meeting
Town Hall Update

Date: May 2, 2025

1) Video Conference Series

No progress on the Video Conference Town Hall for Race Directors.

2) CORA Town Hall – Live

Erik posted an Invitation to Regional Coaching Roundtables at the CORA Cup races on the CORA website, including a registration link, as follows:

1. Saturday May 10 (in conjunction with Duel in The Desert)

- Coaches Forum Penticton
- Facilitators: Rob Magus / James Hill
- Time: 4-530pm
- Location: Penticton Paddle Sports Club

2. Saturday May 31 (in conjunction with River Run)

- Coaches Forum Fort Langley
- Facilitators: Rob Magus
- Time: 4-6pm
- Location: Fort Langley Canoe Club meeting room (food available to order from bar next door)

3. Saturday June 14 (in conjunction with Island Iron)

- Coaches Forum Comox
- Facilitators: Leanne Stanley / James Hill
- Time: 5:15-7pm
- Location: Comox Marine Park

4. Saturday September 27 (in conjunction with CORA Nationals)

- Coaches Forum Comox
- Facilitators: Leanne Stanley / James Hill
- Time: 5:15-7pm
- Location: Comox Marine Park

○ Insurance Update - **Ron / Erik / Jonathan**

<https://drive.google.com/file/d/1vrtsN3J483UnyU8demvlj3kGF-c9aDb9/view?usp=sharing>

Mississauga Canoe Club needs to be added to policy. Still needs to compare Club fee and additional insured. Needs to hear from Ucluelet.

MEMORANDUM

To: CORA Board
From: Ronald Chin
Re: May 2025 Board Meeting
Insurance Update

Date: May 2, 2025

1) Outtriggerzone Community Paddling Initiative

- a) Ron communicated to Zoe Norcross-Nuu and Brendan Curson that the Hana Hou Community Outrigger Foundation and the Outtriggerzone Community Paddling Initiative are beyond the scope of coverage contemplated by CORA's insurance policy.

2) Race Certificates

- a) Race Certificates were requested and received for the May 2025 CORA-sanctioned races:
 - i) Duel in the Desert
 - ii) Jericho Iron
 - iii) FLCC River Run

3) Miscellaneous Enquiries

- a) Ron replied to a general enquiry from Darlene Kuzek.
- b) Ron provided a copy of CORA's 2025 CGL Policy to Marc Lavertu of Suncoast Paddling Club.
- c) Ron replied to an enquiry from Benj Youngson, Ucluelet Outrigger Canoe Club regarding CORA Club Membership and third party CGL insurance coverage. Look for Ucluelet Outrigger Canoe Club seeking club membership.
- d) Ron provided precedent Adult Waiver and Junior Informed Consents to Mark Brule of River Runners.

- Education Update - **Dean**

- Historical Update - **Graeme**
 - Pemberton Club Legacy document 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 in progress
 - Following-up with Sue Milligan with regards to historical perspective on IVF / Team Canada participation since 2017

- Away shortly to Yucatan for “cultural exchange” and Sacred Mayan Journey (to Isla Cozumel and back) with H2OMexico at Puerto Aventuras and Julio Villareal of Outrigger Canoe Club Cancun (Team Mexico IVF Lead)
- Awards Update - **Graeme**
 - Peter Forand Masters Challenge Trophy presented to Noah Johnson-Greenough (Kai Ikaika) and PNWORCA Community as “hometown hero” at Rusty iron OC6 Event
 - Peter Forand Masters Challenge Trophy shield & Hugh Town Builder Trophy shield invoice to be delivered to CORA Treasurer
- 2025 Race Committee - **Graeme / Ron / Rob M / Cindy**

<https://drive.google.com/file/d/12lp5RvM2aaHWMZ8RyKSHQnCW2azlaCaH/view?usp=sharing>

 - Comox has requested a number of CORA Small Boat Decals for their 2 CORA Cup Series events. There are enough existing CORA Small Boat Decals to support their 2 CORA Cup Series events.
 - Met with Oddball Workshop and they have once again committed to providing 8 OC Paddles at cost in support of the Junior / Novice OC Paddle draw prize at the CORA Cup Series Championship event.
 - Oddball Workshop has offered low-cost technical racing jerseys for CORA Youth Members, subject to review/approval by CORA Board. This is an example of how the sponsorship proposal might come into play.
 - General question - Town Hall meeting and Race Committee meeting, how best to report to the board. Should anything related to races be circulated first and then final report submitted.
 - If there is something specific then report
 - Action item needs to be approved
- Jonathan - Need to clarify if Junior clinic grants was formally approved.
- Ron - At the last board meeting CORA approved VYPC submitting three separate grants. Subject to the usual CORA grant requirements.
- Junior/Novice Change Race - Safety Plan required and will be considered at June Board Meeting.
- Need to clarify how the budget addresses each clinic.

MEMORANDUM

To: CORA Board
From: Ronald Chin
Re: May 2025 Board Meeting
Race Committee Update

Date: May 2, 2025

- 1) Length of the Lake
Ron emailed Penticton Paddle Sports Association that Length of the Lake was approved at the April Board Meeting.
- 2) MCC Open Water Challenge
A CORA race sanctioning application was received from new member club Mississauga Canoe Club for its MCC Open Water Challenge to be held June 7, 2025 at Port Credit (Mississauga), ON.
Before seeking CORA Board approval, Ron enquired with Foruzan whether MCC was aware of the CORA membership requirement for all racers.
Foruzan subsequently confirmed with MCC that they did not want CORA sanctioning in 2025, but may do so next year.
Ron requested that Erik remove the MCC Open Water Challenge race sanctioning application from the CORA website Race Schedule.
Reminder sent for removal of race posting.
- 3) Bowen 360
Erik added a registration link for Bowen 360 to the Race Schedule listing for the race.

- New Business
 - Jonathan
 - 2025 AGM to be held in East, 2 or 3 of us go there, not 2 or 3 of them come here.
 - All others on Zoom as now.
 - Prob Chair, Treasurer & another.
 - Concentrate into : social Saturday evening for any member (could be as big as they want); tech and board Sunday; dinner with any club director on Sunday.
 - Pre AGM the week before if necessary.
 - Get dates sorted now.
 - Foruzan
 - Eastern Racing Update

- Having discussion re Montreal race, going well.
 - Conversations with Wai Nui to join CORA
 - Discussions with Mississauga Canoe Club
 - Eastern Canada Racing / Clubs Action Item Standing Report to be added
 - Want to clarify corporate sponsorship. Erik and Foruzan sent around a draft document Noon:30 on 2025-Apr-6
 - Board Members to review the proposal and get back to Erik / Foruzan with questions
<https://drive.google.com/file/d/11vhWBKqj6cPlwg8-vlyhLt1ZmpNNY6TC/view?usp=sharing>
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- Jonathan - AGM to be held in the East
<https://docs.google.com/document/d/1PvHqat41wTKGVoe-okSn-zrRGbAOX3Cj/edit>
- Foruzan - Eastern Racing Update
- Foruzan/Erik - Corporate Membership
<https://drive.google.com/file/d/11vhWBKqj6cPlwg8-vlyhLt1ZmpNNY6TC/view?usp=sharing>
 - There are incidents as the sport grows, that can create confusion, as well as transparency issues.
 - Associate membership status would provide a level playing field, such as for T shirts companies, wants a dedicated discussion at the next meeting.
 - Rob V - we may need to amend By-laws for membership structure.
 - Ron - Is there any documentation available addressing liability issues.
 - Rob V. Does not consider that this is a liability.
- Leanne - IVF Brazil Coach/backup AC on-site?
- **Review / Updates of Outstanding Action items:**
 - a.

Motion to adjourn the meeting @ 4:00 pm

Motion by Rob V.

Seconded by Cindy

Approved

Next CORA Board Monthly Meeting Sunday, June 1st, 2025, at 4:00 PST and 7:00 EST

Assignee	Action Item	Due Date	Comments
Raised Dec-1 / 2021			
Graeme	Agreed that "old" Outstanding Action items will be noted such as "Not going to happen" and removed (2021-12)	Completed	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; May-4: Done, as ongoing efforts to determine Status of Outstanding Action Items has been productive
Ron (17)	Ron to write-up memo on CORA Cup Series hosts expectations (Reciprocity; Race Results; Meals; Waivers; etc.). (2023-11)	Dismissed	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; May-4: Not going to happen as 5-months into 2025 season and Clubs continue to not provide Race Results in a timely manner and need to be reminded to follow-up with CORA Initiatives
Raised Feb-7 / 2024			

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)	Dismissed	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; May-4: Not going to happen as 5-months into 2025 season and Clubs continue to not provide Race Results in a timely manner and need to be reminded to follow-up with CORA Initiatives
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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	Completed	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
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	chosen number with CORA first.		not actioned as of then; Apr-6: Ongoing; May-4: Done, as CORA Chairman has communicated that CORA OC6 Sanctioned Event Host Clubs should not be using CORA small-boat decal numbers on OC6s and should be sourcing their own big-boat decal numbers
Raised Sep-22 / 2024			
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)	Completed	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; May-4: Done, as CORA Chairman has communicated that CORA OC6 Sanctioned Event Host Clubs should not be using CORA small-boat decal numbers on OC6s and should be sourcing their own big-boat decal numbers
Raised Nov-3 / 2024			
Ron	Still need to review receipts from Kelowna Paddle Centre and Jericho Paddling Club for their respective June Clinics. (2024-11)	Dismissed	Nov-3: Ongoing; Dec-8: Ongoing; 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); Apr-6: Ron will contact KPC and give one week's notice to respond; Apr-6: Ongoing; May-5: Not going to happen, as time allotted has passed
Raised Nov-30 (Pre-AGM)			
Sherry	To put together a Brazil 2025 Junior/chaperone guide. (2024-12)	Completed	Dec-1: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Mar-30: Awaiting sign-off by the Board (JW); Apr-6: Ongoing; May-4: Done, as Juniors/chaperones planned for.
IVF Committee	Timeline for the High Performance (HP) Committee is the end of January-2025.	Overdue	Dec-1: Ongoing; Jan 5: Ad for High Performance (HP) Committee approved, posted after meeting. Feb-2: This ad is not

	Once this committee is struck, the coaching group does its recommendation for Singapore. (2014-12)		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; May-4: Ongoing
Race Committee	CORA Cup Series Expectations need to be communicated (early) to CORA Cup Series Host Clubs. (2024-12)	Dismissed	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; May-4: Not going to happen as 5-months into 2025 season and Clubs continue to not provide Race Results in a timely manner and need to be reminded to follow-up with CORA Initiatives
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)	Completed	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; May-4: Done, as proposal for Corporate Sponsorship addresses this topic.
Raised Dec-1 / 2024 (Technical 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; May-4: Ongoing
Raised Dec-8 / 2024			
Graeme	Discussion Document on local / provincial / federal funding grants to be distributed shortly for Board Members to review in Dec-2024 and hopefully have a	Dismissed	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 Events that were identified in 2024-Nov, had deadlines for 2025 as of 2025-Jan-31

	working session early Jan-2025. (2024-12)		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; May-5, Not going to happen, as Sporting Grants Applications need to be submitted by EOY for the coming year as most Sporting Grants Applications deadlines are Jan/Feb each year.
Ron	Review receipts from Kelowna Paddle Centre and Jericho Paddling Club for their respective June Clinics. (2024-12)	Dismissed	Dec-8: Ongoing; Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-4: Ongoing; May-5: Not going to happen, as time allotted has passed
Raised Jan-5 / 2025			
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; May-4: As of 2025-May-25, CORA Website shows 9 clubs still have not renewed their Annual Membership.
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; May-4: As of 2025-May-25, CORA Website shows 9 clubs still have not renewed their Annual Membership
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 calculated after a clinic accounting summary has been received. (2025-01)	Completed	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 Ron, if they made a profit on the grant then no grant will be given. Jonathan will follow up with FCRCC Treasurer; May-4:

			Done, as CORA Treasurer & FCRCC Treasurer have reached agreement
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; May-4: 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; May-4: 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; May-4: Ongoing
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; May-4: Ongoing
Graeme	Hugh Town Memorial Builder Award 2024 Recipient trophy shield invoice from Kerr Recognition to be forwarded to CORA Treasurer. (2025-01)	Completed	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; May-20: Invoices delivered / paid
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	Dismissed	Jan-5: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Ongoing; May-4: Unlikely to happen, as most CORA Clubs have their own unique race registration / waiver process.

	to this approach; Ron Chin noted that records of waivers need to be retained for several years.		
Raised Jan-31 / 2025			
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)	Completed	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; May-4: Done, as Eastern Canada CORA Reps have social media skill set.
Board	Engage with Eastern Canada CORA Board Members to provide News for the Eastern Canada community. (2025-02)	Completed	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? May-4: Done, as Eastern Canada CORA Reps have Eastern Canada community insights.
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)	Completed	Jan-31: Ongoing; Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Ongoing; May-4: Done, as undocumented 2025 samples continue to follow CORA Website Postings Etiquette Guidelines.
Raised Feb-2 / 2025			
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; May-4: Ongoing
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; May-4: 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; May-4: 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; May-4: 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)	Completed	Feb-2: Ongoing; Mar-2: Ongoing; Apr-6: Ongoing; May-4: Done, as CORA Website AGM page updated for CORA 2025 AGM.
Raised Mar-2 / 2025			
Erik	Board Meeting Notifications not being distributed to all Board Members. Meeting reminder system to be checked. (2025-03)	Completed	Mar-2: Ongoing; Apr-6: Ongoing; May-4: Done, as Richard & Bethany now receiving invites
Erik	Seems Richard & Bethany are not included in the CORA Monthly Board Meeting	Completed	Mar-2: Ongoing; Apr-6: Ongoing; May-4: Done, as Richard & Bethany now receiving invites

	invites. Unclear as to why Richard / Bethany are not receiving CORA All Board group email address. (2025-03)		
Ron	Touch base with Martha about Directors / Incorporation Notices. (2025-03)	Completed	Mar-2: Ongoing; Apr-6: Ongoing; May-7: Done, as Directors provided updated contact info
Graeme	Follow-up with Paul Barton / Erik Ages to document (internal) Race Calendar Use Cases. (2025-03)	Completed	Mar-2: Ongoing; Apr-6: Ongoing; May-4: Will be done, as technical session with Paul Barton / Erik Ages planned for 2026-Jan during CORA quiet time.
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 Cttee; Apr-6: Board has no objections to Cindy continuing this Action Item; May-4: Ongoing
IVF Committee	Those individuals selected by the IVF High Performance (HP) Committee) as coaches to be introduced to Sherry. (2025-03)	In-Progress	Mar-2: Ongoing; Apr-6: Ongoing; May-4: Ongoing
Raised Apr-6 / 2025			
Ron / Website Admins	Race postings should have the city included in the title or the heading. (2025-04)	Completed	Apr-6: Ongoing; May-4: Done, as undocumented 2025 samples continue to follow CORA Website Postings Etiquette Guidelines.
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; May-4: As of 2025-May-25, CORA Website shows 9 clubs still have not renewed their Annual Membership
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; May-4: 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)	Completed	Apr-6: Ongoing; May-4: Done, as Richard & Bethany now receiving invites
Paul / Bethany	Board Meeting Notifications not being distributed to all Board Members. Bethany sorting out with Paul. (2025-04)	Completed	Apr-6: Ongoing; May-4: Done, as Richard & Bethany now receiving invites
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; May-4: Ongoing
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)	Dismissed	Apr-6: Ongoing; May-4: Not going to happen, as resources from external sources regarding junior programs never provided to CORA Website Admins for publishing.
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)	Completed	Apr-6: Ongoing; May-4: Done, as 3 Clinic Grants received by CORA Grants Officer.
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)	Completed	Apr-6: Ongoing; May-4: Done, as Insurance Committee recognizes that CORA insurance coverage for Hana Hou activities outside scope of CORA Insurance Coverage.

Raised May-4 / 2025

Jonathan	Jonathan will contact Roy Yang regarding the FCRCC grant. Jonathan clarified that \$7.10 has not been paid to FCRCC - report to be adjusted	In-Progress	May-4: Ongoing
High Performance (HP) Committee	Aware that we need to get adverts out for the Selector's position.	In-Progress	May-4: Ongoing
Jonathan	Request that we also receive along with the Financial Report a copy of the bank statement presented as well.	In-Progress	May-4: Ongoing
Marianne	Put in a safety plan for escort boats - specifically for Juniors	In-Progress	May-4: Ongoing
Erik / Rob M	Erik will provide list of Town Hall attendees to Rob M. of paddlers attending Duel in the Desert race	In-Progress	May-4: Ongoing
Ron / Erik / Jonathan	Mississauga Canoe Club needs to be added to Insurance policy. Still needs to compare Club fee and additional insured. Need to hear from Ucluelet.	In-Progress	May-4: Ongoing
Marianne / Jonathan	Junior/Novice Change Race - Safety Plan required and will be considered at June Board Meeting. Need to clarify how the budget addresses each clinic.	In-Progress	May-4: Ongoing
Foruzan / Marianne	Eastern Canada Racing / Clubs Action Item Standing Report to be added	In-Progress	May-4: Ongoing