



## **CORA Monthly Meeting Minutes Draft**

**Sunday, June 1st, 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, Graeme, Erik, Rob V., Rob M., Leanne

Joined late:

Foruzan, Marianne, Dean

Not Present:

Richard, Bethany, Cindy

June Board Meeting to be chaired by Rob Varnel.

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 May 4th, 2025

There were a couple of corrections:

- Jonathan fixed the hyperlink for his report
- The discussion around Leanne was reformatted

Approved as presented.

Confirmation of Agenda/Add New items:

The June agenda is adopted with about 7 new additions.

Approved.

- Standing Items - Presented by existing Officers (collaborative effort by Secretary & Board Members)
  - Communications & Technical Update – **Erik / Graeme**
    - Erik - Race information has been updated and is an ongoing issue.
    -
  - Outbound Communications - **Erik**
    -
  - Communications / Website / Google Drive - **Graeme**
    - 2015-Apr has been quiet
  - Membership Update – **Grace / Ron**  
Report Adopted
  - Administration Update - **Ron**  
Report Adopted

## MEMORANDUM

To: CORA Board  
From: Ronald Chin  
Re: June 2025 Board Meeting  
Administration Update

Date: May 30, 2025

---

### Corporate Filings

Invoice in the amount of \$404.00 for filing of the 2025 Annual Return and Notice of Change of Directors was received from Marth Rans and paid by Jonathan.

### Canoe Numbers

Enquiry received from Sonja Hoyte (club unknown) on May 14<sup>th</sup> regarding permanent canoe numbers for canoes.

Ron forwarded the Canoe Registry and replied regarding selection and approval of OC6 numbering.

Have not heard back.

### Safety

Emails received from Adrian Lee (who is working with Rob Varnel on a revised Safety manual) regarding Safety and obligations of National Sport Organizations.

Rob thinks that a formal Safety Committee should be constituted.

- Grant Updates – **Ron**  
Report Adopted  
RME Grants for L48 and Lotus approved.

## MEMORANDUM

**To:** CORA Board

**From:** Ronald Chin

**Re:** June 2025 Board Meeting  
Grants Update

**Date:** May 30, 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 still not heard back, so deemed stale-dated and withdrawn.

b) FCRCC Clinic Grant

Jonathan was asked to contact FCRCC and pay the Clinic Grant in the amount of \$7.10.

### 2) Coaching Education Grants – No activity

### 3) RME Grants

a) RME Grant Application received from L48 Paddling Club  
See memo attached.

**MOVED BY RON** that the RME Grant Application of Latitude 48 Paddling Club dated May 14, 2025 be approved in an amount up to \$1000.00.  
Seconded by:

b) RME Grant Application received from Lotus Sports Club Club  
See memo attached.

**MOVED BY RON** that the RME Grant Application of Lotus Sports Club dated May 27, 2025 be approved in an amount up to \$1000.00.  
Seconded by:

### 4) Travel Grants

a) Travel Grants for travel to/from Duel in the Desert:

- i) Leduc Boat Club - \$700.00 paid
- ii) Lotus Sports Club - \$459.60 paid
- iii) Calgary Canoe Club - \$700.00 paid
- iv) Fort Langley Canoe Club - \$618.00 paid
- v) Pacific Reach Paddling Club - \$480.00 paid
- vi) False Creek Racing Canoe Club - \$474.00 paid
- vii) Vernon Paddling Centre - \$135.00 (not yet paid)

b) Travel Grants for travel to/from Jericho Iron

- i) Latitude 48 Paddling Club – awaiting receipts
- ii) Comox Valley Canoe Racing Club - \$700.00 paid

**MEMORANDUM**

**To:** CORA Board  
**From:** Ronald Chin  
**Re:** 2025 Latitude 48 Paddling Club  
RME Grant Application

**Date:** May 30, 2025

A Repair, Maintenance and Equipment Grant Application has been received from Latitude 48 Paddling Club, as described below.

Latitude 48 Paddling Club has 93 Adult CORA members and is a CORA Club for 2025, so it meets the eligibility requirements. My recommendation is for APPROVAL of the application.

**RME Grant Eligibility Criteria:**

1. *This grant can cover:*
  1. *Repairs to club-owned canoes.*
  2. *Repairs to clubhouses, docks and facilities that are own or leased by the club.*
  3. *Common club safety equipment, specifically, club paddles, club PFDs, rescue tools (tow lines, flares) safety kits, first aid kits.*
  4. *Maintenance to canoe trailers.*
  5. *Only CORA clubs in good-standing and with full CORA membership paid for both the previous and current seasons are eligible.*
  6. *The grant must be for the betterment of the club, CORA and the sport as a whole. You will be required to justify this with your statement-of-use.*
2. *This grant does not apply to the purchase, partially or whole, for new/used canoes.*
3. *The maximum grant amount is \$1000 per club every 2nd year. Clubs that are successful in a given year are ineligible the next year unless there are excess funds (i.e. unused budget monies). Expenses must be incurred in the calendar year during which the grant is awarded.*
4. *The budget for this year has been set and when that budget is exhausted no further grants will be considered.*

**Latitude 48 Paddling Club - submitted May 14, 2025**

Justification:	Canoe iako was damaged in wind storm and cannot be repaired sufficiently that it will be safe, had to replace the iako.
Estimated Expenses:	Paid \$1097.60 for the replacement iako May 6th.
Total Estimated Costs	\$ 1097.60
Issues:	None.
Recommendation for Board:	APPROVAL, for \$1000. Receipt has been provided.

- IVF Representative Update – **Jonathan/Leanne**
  - Distance (Brazil 2025)
    - No report from Sherry yet for June. Proceeding (Sherry has headshots and uniform being designed).
    - Sherry late in submitting invoices for April.
    - Registrations have been dropping. James and Leanne have dropped out.
  - Sprints (Singapore 2026)
    - Cindy got through the report on selections. Should be ready to post after being sent to Sherry and she makes new forms based on old ones.
  - CORA IVF Committee Direction (High Performance (HP) Committee)

- Just about signed off for the advertisement to attract coaches. To be reviewed by the Board by e-mail prior to issuance of advertisement. Coaches to be hired by the Board. Will be asking coaches to prepare their own budgets. The cost to athletes may be about \$1000, which could be a surprise to athletes.
  - IVF General
    - Jonathan wants to set up a review interview with Sherry.
    - No word from IVF about restructuring of World Championships events. If there is no news at the end of the Brazil event, we need to ask questions.
    - IVF Financial Committee meeting cancelled. No 2025 IVF budget.
- Financial Report June 2025 - **Jonathan**
  - [CORA Treasurer's comments 26 May 2025.docx](https://docs.google.com/document/d/12ToCmHRrd9uY3QpEcOOO78Kbs hZI1nZk/edit?usp=drive_link&oid=117106551793377421792&rtpof=true&sd=true)
  - [CORA Treasurer's comments 26 May 2025.pdf](https://drive.google.com/file/d/14Em3XDkhEOVR-Zcbe9qSKzvar5fyx2li/view?usp=drive_link)
  - [CORA Treasurer's Financial statement 26 May 2025.pdf](https://drive.google.com/file/d/1l_Q7BLZ9Hi9_IHxKms5ubj6YGfc7jL9S/view?usp=drive_link)

Question from Graeme

1) do we keep the idea of sprints and distance separate on the financials

Some of the income will be put in sprints as we had generated some money from distance. There has been a bit of smooth from distance to sprints.

Most paddlers should pay the same for sprints and distance with respect to CORA costs.

2) Surplus from the Brazil cycle is being carried forward to sprints?

Jonathan - Yes, but there won't be a significant surplus

Jonathan - Motion - Accept financials presented by the Treasurer

- Junior Update - Marianne  
Junior Change Race - Safety policy, escort boat information sheet, etc.
- [VYPC Junior Change Race.pdf](https://drive.google.com/file/d/1r5rxc5CORXyRm9Xb71dZfDVFUAsquDq9/view?usp=sharing)

Graeme - looking for specifics around financials for the clinics

Marianne - will be submitted financials once clinics are done

Motion - to accept junior document

Erik - Seconded

Approved

- Town Hall Update - **Leanne / Erik / Ron / Foruzan**  
Nothing on the video side or coach's clinic  
The last clinic went well - Rob M. - James, Jonathan, Ron and Rob M attended.  
Good discussion, opened up an avenue for people to discuss, will continue at Comox, and Lotus. Good Q and A event.  
People were introduced to different ways of doing things

#### MEMORANDUM

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

Date: May 30, 2025

---

- 1) Video Conference Series  
No progress on the Video Conference Town Hall for Race Directors.
- 2) CORA Town Hall – Live  
Regional Coaching Roundtables at the CORA Cup races on the CORA website:
  - a) Saturday, May 10 (in conjunction with Duel in The Desert)  
Successfully held.  
PPSA opened it up to all attendees at the race and the crowd remained manageable.
  - b) Saturday, May 31 (in conjunction with River Run)  
To come.
  - c) Saturday, June 14 (in conjunction with Island Iron)  
To come
  - d) Saturday, September 27 (in conjunction with CORA Nationals)  
To come

- Insurance Update - **Ron / Erik / Jonathan**  
Report Adopted  
Graeme - If Mississauga has paid their membership do they need 6 paddlers to be in good standing.

Ron - If somebody sues the society and sues the individual member. If the individual member is not registered with CORA, then only the club would be insured.

Ron - Only the RME grant requires that a club have 6 members to be in good standing.

Rob - send a note to Mississauga that if you want to participate in some of the CORA grants then you must have six members.

#### MEMORANDUM

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

Date: May 30, 2025

---

##### 1) Race Certificates

- a) Race Certificates were requested and received for the June 2025 CORA-sanctioned races:
  - i) Island Iron OC6 and Small Boats Races
  - ii) Kelowna Paddle Centre Waterman
  - iii) Freshwater Challenge
  - iv) Defi Haunani Challenge

##### 2) Named Insureds

- a) There are two new Members Clubs to be added to the Named Insureds list - Sudden Impact Paddling Club and Mississauga Canoe Club. Ron will contact BFL Canada to have them added.

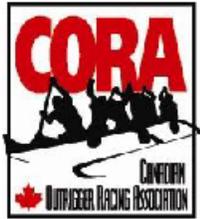
##### 3) Miscellaneous Enquiries

- a) Ron replied to a general enquiry from Marc Lavertu (Suncoast Paddling Club) as to whether "National Canoe Day" would be covered by CORA insurance. Ron replied "no" since entities other than Suncoast would also be offering "rides" to the public (a couple of dragon boat clubs and Metis Society of BC) and participants would be using their own watercrafts. That differentiates it from a Member Club Open House where the Member Club is in control of the activities. The scope is beyond the typical "guest" exception.
- b) Annette Borrows from Sudden Impact enquired about insurance and Ron provided information.

Education Update - **Dean**  
**Deferred**

- Historical Update - **Graeme**
  - Another group completed.

- Hoping to complete this year



**CORA Monthly Meeting Minutes Draft**  
**Sunday, June 1st 2025**

- Standing Items - Presented by existing Officers (collaborative effort by Secretary & Board Members)
  - Historical Committee Update - Graeme
    - Pemberton Club Legacy document completed / distributed / reviewed and published to CORA Website.
    - Stumbled upon Jeanette Callahan (1992 Sacramento IVF Bronze medalist) during Pemberton / Whistler Historical research. Working on virtual session to capture Team Canada Legacy details (1992-2004) and Molokai Na Wahine (1990-1994) details.
    - 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.
  - Awards Update - **Graeme**



**CORA Monthly Meeting Minutes Draft**

**Sunday, June 1st 2025**

- Standing Items - Presented by existing Officers (collaborative effort by Secretary & Board Members)
  - Awards Committee Update - Graeme
    - Hugh Town (Marc Lavertu) & Peter Forand (Noah Johnson-Greenough) Trophy Shields invoiced / paid.
    - Working with Comox for presentation to Hugh Town Trophy 2024 Recipient at Comox CORA Cup Series Championship event.
    - Canadian Outrigger Hall Of Fame Nominees being researched with goal of having all outstanding Nominees finalized this 2024/2025 cycle.
  
  - Eastern Canada update: Foruzan
  - Defi Haunani Challenge in Montreal - planning committee just started, excitement as of to date 13 big boats and 14 small boats.
  - Lots of support for outrigger with a lot of clubs looking to do this as a series.
  - There is one event not seeking sanctioning - Mississauga Canoe Club has not contacted CORA for sanctioning. They did not realize that you must be a member to do the race. The cost for the race is quite high this year and was a factor in whether or not they should become a CORA club member.
    - Rob - Any paddler competing in the Mississauga race would have already paid their CORA memberships as they would have competed in the other series races
      - Foruzan - some of the paddlers are not doing the series

- Ron will assist next year to help out. Remember that any paddlers paddling in a CORA club should be CORA members. If a club has their own insurance, then only the paddlers competing in CORA events must be CORA members

Graeme - is TIOC part of the series.

Foruzan - yes but unsure as to whether they are going to be competing this year.

- 2025 Race Committee - **Graeme / Ron / Rob M / Cindy**  
Island Iron an inquiry for a docuseries to profile Island Brave. They had asked for a location release form as well as a logo release for Comox Valley and CORA.

We can add to the release our CORA logo. Ron does not expect our CORA logo to be focused on.

Ron - Motion - Be it resolved that Ron be authorized to sign the Materials Release with racing waters production Inc. for use of the CORA a logo as displayed at the Island Iron OC6 race.

Second - Erik

Approved

## MEMORANDUM

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

Date: May 30, 2025

---

### 1) Island Iron

- a) Race Schedule link was fixed by Erik. This is an ongoing problem with disconnects between race submission in the Fall and the actual implementation of the race registration sites. Suggest that future links lead to general Member Club websites which then have detailed race webpages and links.
- b) Enquiry by Sam Graham, Line Producer for the APTN docuseries "Racing Waters" filming Snuneymuxw's Island Brave Canoe Club through their competitive season this Summer. Draft Location Release form and Logo Release form provided for review and signing by CVCRC and/or CORA. Rupert Wong of CVCRC will take the lead and obtains consents from the Town of Comox. Ron will review the Logo Release form and seek CORA Board approval for signing as appropriate.

### 2) Mississauga Open Water Challenge

- a) This race still needs to be deleted from the Race Schedule.

### 3) Junior/Novice Island Changes

- a) This race needs to be approved by the Board. Some concerns about safety may have been raised at the May Board Meeting?

### 4) 2026 Canadian Outrigger Sprints

- a) Enquiry received from Kathy Pryce of Delta Outrigger Kanu Association offering to host at Deas Slough. Ron responded that "No assessment or decision has yet been made by the Board regarding dates or venue options (i.e. Deas Slough or Burnaby Lake). We have had successful sprint races at both venues, and each has its advantages." and that we would be in touch.
- b) Note that a SCORA e-mail blast suggested that the Kai Wa'a Hydra would be the OC6 model used at the 2026 World Va'a Sprint Championships in Singapore. If that is the case, Bradleys might be favoured for the 2026 Canadian Outrigger Sprints.



**CORA Monthly Meeting Minutes Draft**

**Sunday, June 1st 2025**

- Standing Items - Presented by existing Officers (collaborative effort by Secretary & Board Members)
  - Race Committee Update - **Graeme / Ron / Rob M / Cindy**
    - Canoe Registry:
      - Vancouver Ocean Sports (VOS) Vortex Unlimited OC6 added to Canoe Registry.
      - Vancouver Ocean Sports (VOS) Vortex Unlimited OC6 photos added to Canoe Photo Registry.
      - Mississauga Canoe Club (MCC) has confirmed that Canoe Registry entries for MCC are correct.
      - Need to follow-up with Erik Ages (Action Item) regarding comments that Leduc has acquired an Unlimited / Ultralight OC6.
    - CORA Cup Series Grants:
      - Sent reminders to Penticton and Jericho and Fort Langley and Comox that Junior Subsidy and Junior/Novice OC Paddle Draw are provided for in 2025.
      - Awaiting Junior/Novice entries for CORA Cup Series Championship event Random Draw.
    - CORA Youth Support:
      - Oddball Workshop has clarified that they are offering to donate 200 U24 paddling jerseys at no cost.
      - A proposal has been distributed to the Board for review and discussion as a New Business topic.
    - CORA Website Postings:
      - Sent reminder that CORA Website Postings should adhere to the agreed upon Etiquette Guidelines to ensure "Next Up" event has Top Prominence.

- Reordered CORA Website Postings for Jericho, Fort Langley, Round Bowen, Comox, Freshwater Challenge events to adhere to agreed upon Etiquette Guidelines.
- CORA Small-Boat Number Decals:
  - Comox has requested half of remaining CORA small-boat number decals for their CORA Cup Series #4 event.
  - Will Eastern Canada events require any CORA small-boat number decals?
  - Fort Langley should be fine as they received 25 CORA small-boat number decals 2 years ago, prior to cancelling the 2024 Fall River Run.
  - FCRCC should be fine as they received 25 CORA small-boat number decals 2 years ago, prior to cancelling the 2024 Round Bowen.
  - Kelowna Waterman & Bridges Inny-Outty & Comox CORA Cup Series Championship will likely deplete remaining CORA small-boat number decals.

## **New Business**

- Jonathan
  - Jonathan - 2025 AGM - The principle of holding the AGM 'out east' was thought to be great. It now needs planning.
    - Ron's office will be only partly available during the AGM typical period due to renovations.
    - We need to organize the location to hold the meeting.
    - Erik has offered to work with Jonathan to work on a mini budget and organize the meeting to be held in the East and will present at the next meeting.
    - Ron - pointed out the benefit of visiting Eastern member clubs
  - 2026 Sprint Championships

- Jonathan suggested that we need to get this going. This is typically done in the spring
- Race committee to work on this and update board
- Foruzan/Erik - Corporate Sponsorship
  - In response that we need to wait until the AGM to change membership structure
  - Corporate sponsorship - associate membership is a construct that we will build ourselves. They will not have a vote.
  - All we need is the go ahead as to the structure. This will be presented at the next board meeting
    - Ron - Do not use the word 'member'.
    - Foruzan don't get stuck on the name rather the premise involved.
    - Foruzan we want to further distill to give more detail
    - Erik - The structure will be given to Ron to ensure that it meets our society requirements.
    - Rob - request please represent to the board.
      - Erik will put in July folder and will also send out in an email
- CORA Safety Manual
  - Rob V. - had a safety manual on our radar for the last few years Adrian Lee is taking this on and is proposing that it be rewritten and is welcoming people to join a Safety Committee.
    - Rob V. - proposal that we strike a Safety Manual Committee.
    - Ron - suggest that Erik chair this committee
    - Dean - Is willing to be on the committee
    - Graeme - Lotus Safety Manual is a good resource
      - Graeme will send a link to this manual to the committee
- Fort Langley
  - Any crew missing the buoy will be DNF.
  - Erik - Teams were assessed 5-minute penalties which did change the outcome.
  - Erik - The pattern is that for CORA's community racers, we need to put athletes first, we are missing how we are handling the front of the pack.
    - Scenario - Lotus Iron very difficult to determine which island to go around.
    - We need to do a better job at making paddlers and teams set up for success.
    - Urge everyone to look at the notes that Erik has presented with respect to races.
    - There is something going wrong with the lead cohort for the race.
    - Prepared to draft a guide for race director's, include race briefing and map precedent
    - Suggestion of having the race director always have a physical picture of markers and identifying features

- Rob - the stern's briefing was very clear at the Fort Langley race. We need to have consistency in organizing races and what must be covered.
  - Erik - please do a CORA race briefing that we can circulate
- Jonathan - You need to ensure that the lead safety boat is where it is supposed to be.
- Rob M. - Stern's must be educated
- Ron - reminder that safety boats are not always lead boats.
  - Race schedule must be issued as soon as possible
  - It is recognized that sometimes courses change on the race date.
  - Suggest a continuous line showing the race course.
- Odd Ball Proposal
  - Graeme - what are the concerns regarding this proposal
    - This is a donation
    - Kai is prepared to donate 200 jerseys to any junior member. This is not targeted at any specific club.
  - Foruzan commented this should be covered by associate membership committee
    - Should other vendors be given the opportunity to weigh in on this type of sponsorship.
      - This will ensure transparency and inclusivity
  - Rob V - Donation, Sponsorship or Corporate Sponsorship
    - Thanks to Oddball. We need to put out proposals for something like this.
  - Marianne - Would like the shirts donated
  - Ron - Donation would be to VYPC and not to CORA
    - Even if Oddball donates the shirts their logo is still on the donated shirts.
    - There should be an open call for anything like this.
  - Erik - need to establish the rules around what a donation is.
    - Agree with Ron's comments
    - Comments are not personal, this is a business decision, please thank Oddball for this initiative. We need to put together a structure for donations, etc.

Motion to adjourn the meeting @ 5:47 pm

Motion by Rob V.

Seconded by Jonathan

Approved

**Next CORA Board Monthly Meeting Sunday, July 6th, 2025, at 4:00 PST and 7:00 EST**

Assignee	Action Item	Due Date	Comments
<b>Raised Nov-30 (Pre-AGM)</b>			
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; May-4: Ongoing; Jun-1: TBD-IVF
<b>Raised Dec-1 / 2024 (Technical AGM)</b>			
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
<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)	Completed	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; Jun-2: Done as majority of long-time clubs have renewed their CORA 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)	Completed	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; Jun-2: Done as majority of long-time clubs have renewed their CORA Annual Membership

Ron	Still need a revenue statement from Kelowna Paddle Centre for their 2024 clinics. Ron to follow-up with Kelowna. (2025-01)	Dismissed	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)?; Jun-1: Not going to happen, as time allotted has passed
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; Jun-1: TBD-IVF
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; Jun-1: TBD-IVF
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; Jun-1: TBD-IVF
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; Jun-1: TBD-IVF
<b>Raised Feb-2 / 2025</b>			
Graeme	Contact Burnaby Lake Rowing to scope out 2026 schedule. (2025-02)	Completed	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; Jun-10: Done, as Graeme visited Burnaby 3 times to collect info on racecourse and Pavilion. Report compiled and to be added to 2025-Jul Reports
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; Jun-1: TBD-IVF
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; Jun-1: TBD-IVF
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; Jun-1: Ongoing
<b>Raised Mar-2 / 2025</b>			
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; May-4: Ongoing; Jun-1: 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; Jun-1: TBD-IVF
<b>Raised Apr-6 / 2025</b>			

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)	Completed	Apr-6: Ongoing; May-4: As of 2025-May-25, CORA Website shows 9 clubs still have not renewed their Annual Membership; Jun-2: Done as majority of long-time clubs have renewed their CORA 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)	Completed	Apr-6: Ongoing; May-4: Ongoing; Jun-2: Done, as Foruzan has indicated that this Eastern Canada outrigger club is Mississauga CC
Erik / Graeme	Graeme to follow-up with Erik. What Ultralight OC6 did Leduc purchase, for updates to the Canoe Registry. (2025-04)	Completed	Apr-6: Ongoing; May-4: Ongoing; Jun-2: Done, as Duel In The Desert photos show Leduc using/renting Ozone Hana Hou Hydra
<b>Raised May-4 / 2025</b>			
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 (2025-05)	Completed	May-4: Ongoing; Jun-1: Done, as FCRCC has been issued the payment
High Performance (HP) Committee	Aware that we need to get adverts out for the Selector's position. (2025-05)	In-Progress	May-4: Ongoing; Jun-1: Ongoing
Jonathan	Request that we also receive along with the Financial Report a copy of the bank statement presented as well. (2025-05)	Completed	May-4: Ongoing; Jun-1: Done, as copy of the bank statement included in Monthly Reports
Marianne	Put in a safety plan for escort boats - specifically for Juniors (2025-05)	Completed	May-4: Ongoing; Jun-1: Will be done, as Youth Development Rep to deliver Junior Guidelines / Guidebook updates at CORA 2025 AGM.
Erik / Rob M	Erik will provide list of Town Hall attendees to Rob M. of paddlers attending Duel in the Desert race (2025-05)	Completed	May-4: Ongoing; May-10: Done, as Duel in the Desert Town Hall held

Ron / Erik / Jonathan	Mississauga Canoe Club needs to be added to the Insurance policy. Still needs to compare Club fee and additional insured. Need to hear from Ucluelet. (2025-05)	Completed	May-4: Ongoing; Jun-1: Done, as Mississauga Canoe Club and West Coast Paddling Club (Ucluelet) added to the list of Insureds.
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. (2025-05)	Completed	May-4: Ongoing; Jun-1: Done, as Safety Plan and Clinic Budgets provided.
Foruzan / Marianne	Eastern Canada Racing / Clubs Action Item Standing Report to be added (2025-05)	Completed	May-4: Ongoing; Jun-1: Done, as requested for 2025-Jun-1 Board Meeting and added for that meeting
<b>Raised Jun-1 / 2025</b>			
Ron / Erik	The Race Schedule link was fixed by Erik. This is an ongoing problem with disconnects between race submission in the Fall and the actual implementation of the race registration sites. Suggest that future links lead to general Member Club websites which then have detailed race webpages and links. (2025-06)	In-Progress	Jun-1: Ongoing
Ron	Draft Location Release form and Logo Release form for filming Snuneymuxw's Island Brave Canoe Club provided for review and signing by CVCRC and/or CORA. Rupert Wong of CVCRC will take the lead and obtain consents from the Town of Comox. Ron will review the Logo Release form and	In-Progress	Jun-1: Ongoing

	seek CORA Board approval for signing as appropriate. (2025-06)		
Erik / Ron	Mississauga Open Water Challenge race still needs to be deleted from the Race Schedule. (2025-06)	In-Progress	Jun-1: Ongoing
Ron / Marianne	Junior/Novice Island Changes race needs to be approved by the Board. Some concerns about safety may have been raised at the May Board Meeting. (2025-06)	In-Progress	Jun-1: Ongoing
Ron	Enquiry received from Kathy Pryce of Delta Outrigger Kanu Association offering to host at Deas Slough. Ron responded that "No assessment or decision has yet been made by the Board regarding dates or venue options (i.e. Deas Slough or Burnaby Lake). We have had successful sprint races at both venues, and each has its advantages."and that we would be in touch. (2025-06)	In-Progress	Jun-1: Ongoing
Ron	There are two new Members Clubs to be added to the Named Insureds list - Sudden Impact Paddling Club and Mississauga Canoe Club. Ron will contact BFL Canada to have them added. (2025-06)	In-Progress	Jun-1: Ongoing
Ron / Graeme	Enquiry received from Sonja Hoyte (club unknown) on May 14th regarding permanent canoe numbers for canoes. Ron forwarded the Canoe Registry and replied regarding selection and approval of OC6	In-Progress	Jun-1: Ongoing

	Numbering. Recommend publishing date-stamped read-only Canoe Registry PDF to CORA Website. (2025-06)		
Ron / RobV	RobV thinks that a formal Safety Committee should be constituted to work with Adrian Lee on a revised Safety manual. (2025-06)	In-Progress	Jun-1: Ongoing
Jonathan / Sherry	Awaiting Distance (Brazil 2025) report from Sherry yet for June. (2025-06)	In-Progress	Jun-1: Ongoing
Cindy / Sherry	Cindy got through the report on Sprints (Singapore 2026) selections. Should be ready to post after being sent to Sherry and she makes new forms based on old ones. (2025-06)	In-Progress	Jun-1: Ongoing
CORA IVF Committee	CORA IVF Committee just about signed off for the advertisement to attract coaches. To be reviewed by the Board by e-mail prior to issuance of advertisement. Coaches to be hired by the Board. Will be asking coaches to prepare their own budgets. (2025-06)	In-Progress	Jun-1: Ongoing
Jonathan / Sherry	Jonathan wants to set up a review interview with Sherry. (2025-06)	In-Progress	Jun-1: Ongoing
CORA IVF Committee	If there is no news at the end of the Brazil event, we need to ask questions from IVF about restructuring of World Championships event (2025-06)	In-Progress	Jun-1: Ongoing
Ron	Send a note to Mississauga that if you want to participate in some of the CORA grants then you must have six members. (2025-06)	In-Progress	Jun-1: Ongoing

Erik / Jonathan	Erik has offered to work with Jonathan to work on a mini budget and organize the AGM to be held in the East and will present at the next meeting. (2025-06)	In-Progress	Jun-1: Ongoing
Race Committee	Jonathan suggested that we need to get the 2026 Sprints Championships going. This is typically done in the spring. Race Committee to work on this and update the Board (2025-06)	In-Progress	Jun-1: Ongoing
Foruzan / Erik	Corporate sponsorship structure will be presented at the next board meeting. The structure will be given to Ron to ensure that it meets our society requirements. Erik will put it in the July folder and will also send it out in an email. (2025-06)	In-Progress	Jun-1: Ongoing
Rob V / Dean / Erik	Strike a Safety Manual Committee. Erik to chair this committee. Dean is willing to be on the committee. (2025-06)	In-Progress	Jun-1: Ongoing
Graeme	Send a link to the Lotus Safety Manual to the Safety Manual Committee. (2025-06)	In-Progress	Jun-1: Ongoing
Erik	Prepared to draft a guide for race director's, include race briefing and map precedent to address concerns with regard to events where lead canoes do not follow designated racecourse. (2025-06)	In-Progress	Jun-1: Ongoing
Graeme	Communicate to Oddball that the Board appreciated the initiative, but the Board needs to put structure / process / policy into place to	In-Progress	Jun-1: Ongoing

	address these situations. (2025-06)		
Board	Need to put together a structure / process / policy for donations (2025-06)	In-Progress	Jun-1: Ongoing