



CORA Monthly Meeting Minutes Draft

Sunday, March 1, 2026

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>

(Reminder that the Google Meet link is the SAME for all Monthly Board Meetings)

- **Welcome and Roll Call**

Present: Ron, Bethany, Erik, Jonathan, Leanne, Rob V, Tina, Graeme

Absent: Cindy, Dean, Foruzan, Richard

We do have a quorum of 50%+1.

2026-March Board Meeting chaired by Rob V.

Everyone requested to please submit all their monthly reports within a week prior to the meeting;
Please upload them into the Reports folder.

Motion to Adopt Monthly Minutes from 2026-February

2026-February Minutes link to Google drive file distributed before 2026-March Board Meeting for review.

Moved by Rob V. Seconded. There were approved corrections to the Minutes.

APPROVED

Motion to Adopt 2025 Pre-AGM Minutes from November 22nd/23rd, 2025

2025 Pre-AGM Minutes

Confirmed by Ron Chin that the Pre-AGM is a Board Meeting.

2025 Pre-AGM Minutes link to Google drive file distributed before 2026-February Board Meeting for review.

Moved by Rob V. Seconded. There were no corrections to the Minutes.

APPROVED

Motion to Adopt 2025 Technical-AGM Minutes from November 23rd, 2025

2025 Technical-AGM Minutes

Confirmed by Ron Chin that the Technical AGM is a Board Meeting at which Members are invited to observe.

2025 Technical-AGM Minutes link to Google drive file distributed before 2026-February Board Meeting for review.

Moved by Rob V. Seconded. There were no corrections to the Minutes.

APPROVED

Confirmation of Agenda/Add New Business:

Should we prioritize/defer New Business items in the event the Meeting runs very long?

No/New additions - [2026-March Agenda](#) is adopted.

- Standing Items - Presented by existing Officers (collaborative effort by Secretary & Board Members)
 - Communications & Technical Update – **Erik / Graeme / Tina**
 - Outbound Communications Update – **Erik**
 - In-person Report.
 - See CORA Town Hall Proposal below
 - Business As Usual
 - Social Media Update – **Erik / Bethany / Tina**
 - Everything In plus In-person Report [See Report]
 - [2026 CORA Social Media Strategy & Approach V2](#)
 - Requesting approval from CORA Board
 - Scalable social media workflow is a good thing
 - Support from Erik for Bethany efforts
 - Does the approval process need to be as lengthy / formal as proposed?
 - Need to have messaging get out quickly
 - Draft postings to be distributed via CORA email
 - Bethany looking to CORA website as source of truth
 - Motion to approve by Rob V. Seconded by Jonathan. **APPROVED**
 - Inbound Communications / Website / Google Drive Update – **Graeme**
 - Nothing to Report
 - Business As Usual
 - Membership Update – **Ron / Grace / Erik / Rob V / Cindy**
 - In-person Report. See Treasury Report / Comments.
 - 1238 Adult Annual Memberships
 - 52 Single Day Memberships
 - 27 Club Memberships
 - 82 Junior Memberships
 - Administration Update – **Ron**
 - Nothing to report - will obtain Director information for Annual Notice and Director updates. Not due yet. **<AI:Ron>**
 - Safety Committee Update – **Erik / Rob V / Dean**
 - Nothing to Report
 - Grants Update – **Ron**
 - Clinic Grants - Nothing to report
 - Coaching Education Grants - Nothing to report
 - Travel Grants - Nothing to report
 - RME Grants - See Report for applications from Toronto Harbour Va'a and Pacific Reach
 - [Toronto Harbour V'aa RME Grant](#)
 - [Pacific Reach RME Grant](#)
 - **MOVED BY RON** that the RME Grant Application of Toronto Harbour Va'a dated February 23, 2026 for steering paddles be approved in an amount up to \$1000.00, subject to receipt of receipts by October 31, 2026.
Seconded by Jonathan
APPROVED

- **MOVED BY RON** that the RME Grant Application of Pacific Reach Paddling Club dated February 23, 2026 for repairs to Matahina foot braces be approved in an amount up to \$1000.00, subject to receipt of receipts by October 31, 2026.
- Matahina foot braces are glassed-in (adhesive).
Seconded by Jonathan
APPROVED

MEMORANDUM

To: CORA Board
From: Ronald Chin
Re: 2026 Pacific Reach Paddling Club
RME Grant Application

Date: February 27, 2026

A Repair, Maintenance and Equipment Grant Application has been received from Pacific Reach Paddling Club, as described below. Haunani Outrigger Club has 15 Adult CORA members, 0 Junior CORA members and is a CORA Club for 2026, 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.

Pacific Reach Paddling Club - submitted February 23, 2026

Justification:	Repair foot braces on the Matahina OC6
Estimated Expenses:	\$1,000 for 6 foot braces to be re-fastened
Total Estimated Costs	\$1000.00
Issues:	None.
Recommendation for Board:	APPROVAL, for \$1000, subject to receipt of receipts by December 31, 2026.

MEMORANDUM

To: CORA Board
From: Ronald Chin
Re: 2026 Toronto Harbour Va'a
RME Grant Application

Date: February 27, 2026

A Repair, Maintenance and Equipment Grant Application has been received from Toronto Harbour Va'a, as described below. Haunani Outrigger Club has 6 Adult CORA members, 0 Junior CORA members and is a CORA Club for 2026, 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.

Toronto Harbour Va'a - submitted February 23, 2026

Justification:	Toronto Harbour Va'a (THV) plans to use the \$1000 grant to acquire 2-3 steering paddles to enable more productive club V6 practices and higher racer attendance at the 2026 CORA Eastern Sprint Champs. The club does not currently own any steering paddles so this investment will enable V6 paddling in more diverse water conditions (no steering paddles = flat water paddling). THV attracted 50+ unique paddlers to try out their V6 program in the first year (2025), and majority of which can be converted into CORA members for 2026. Additionally, THV expects that accessibility to steering paddles will encourage CORA Eastern Sprint Champs participation as the paddles can be used by teams for racing and increase attendance by ~18% (24 paddlers). We have a local lead to purchase a lot of new and used Viper Va'a outrigger paddles, including 2 new condition steering paddles priced for \$500 each.
Estimated Expenses:	\$1000 will be used to purchase two paddles priced at \$500 each
Total Estimated Costs	\$1000.00
Issues:	None.
Recommendation for Board:	APPROVAL, for \$1000, subject to receipt of receipts by December 31, 2026.

- IVF Representative Update – **Leanne / Jonathan / Cindy**
 - Sprints (2026 Singapore)
 - In-person Report
 - No 2026-Feb report from Sherry
 - Entries are due before the end of 2026-Mar
 - Late fees to be payable by entrants
 - CORA IVF High Performance Committee (HPC) Direction
 - In-person Report
 - No HPC Report with Cindy absent
 - Collapse of Elite Women confirmed is a problem
 - How much guidance does the CORA Board give HPC?
 - CORA Board may wish to consider how to constitute the HPC going forward <AI:IVF Committee>
 - HPC members may be too overwhelmed by 2026 cycle to be involved in planning for next cycle

- IVF General
 - In-person Report
 - 3-year cycle is now known
 - Not a whole lot of work for Sherry for 2027 (no IVF event)
 - Sherry's Contract is not an annual renewal, and may be terminated on 90 days' notice.
- Financials / Treasury Update 2026-March - **Jonathan**
 - Everything In plus In-person Report [See Report].
 - [Financial Report](#)
 - [Treasury Report / Comments](#)
 - Memberships well up; Expenses low so far
 - Jonathan expressed his concerns about the commitment to the Singapore program of about 40 paddlers. In response to a question from Erik, Jonathan confirmed that there will be no financial risk to the CORA general finances to support a shortfall from the Singapore program.
 - Need to consider Sherry's position given no 2027 IVF event
 - Motion to accept the Financial Report from Jonathan
 - Moved by Rob V. Seconded by Ron. **APPROVED**
- Eastern Canada Update – **Foruzan / Bethany / Richard / Tina**
 - In-person Report
 - Steady excitement in Eastern Canada (especially new races)
 - Toronto, Montreal, Ottawa registrations coming in early
 - Eastern Canada Reps to meet in 2026-Mar <AI:Eastern Reps>
- Junior Development Committee Update - **Dean**
 - Nothing to Report
- Town Hall Committee Update - **Ron / Foruzan / Leanne / Erik**
 - In-person Report
 - [CORA Town Hall Proposal - Race Directors' Master Class](#)
 - Get going sooner the better
 - Erik to select a date and put that forward <AI:Erik>
- Insurance Committee Update - **Ron / Erik / Jonathan / Rob V**
 - In-person Report
 - FGPC insurance through the same broker as CORA
 - Pushback is Ok against the insurance broker
 - Criminal record checks (expensive; time-consuming) requirements are not enforceable - except for youths
- Education Committee Update - **Dean / Leanne**
 - In-person Report
 - Dean has requested availability for a Town Hall session on paddles/equipment for OC6/Small-boat, preferably 3rd Sunday in 2026-Apr.
 - Leanne / Zoe / Dean talking about the CORA Coaches' Course
 - How to avoid copyright issues on Coaching Courses?
 - Coaching theory by NCCP considered the gold standard
 - CORA can exercise control over our own curriculum
 - National intellectual / credibility property to be retained by CORA
 - Need to avoid overlap with CKC courses
 - Now is the time to have these Coaching Courses documented
 - CORA Coach Certification program needed / recommended?

- Leanne / Dean / Zoe to form a working group and get moving on this
<AI:Education>
- Awards Committee Update – **Graeme / Foruzan / Rob V / Grace**
 - Everything In Report [See Report]
 - [Awards Committee Report](#)



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- Standing Items - Presented by existing Officers (collaborative effort by Secretary & Board Members)
 - Awards Committee Update - Graeme
 - PNWORCA 2026 Winter Series Race #3 Kalama had zero Canadian OC1 Masters Paddlers competing for the Peter Forand Masters Challenge 2026 Trophy, placing 11 Canadians in the Top 30.
 - PNWORCA 2026 Winter Series Race #4 Bellingham had three Canadian OC1 Masters Paddlers competing for the Peter Forand Masters Challenge 2026 Trophy, placing 10 Canadians in the Top 28.
 - Work In Progress on Canadian Outrigger Hall Of Fame Bios for this annual cycle Candidates.
 - Work In Progress on "How-To Guide" for Peter Forand Masters Challenge Trophy points tracking processes as knowledge transfer and transparency for Race / Awards Committee going forward.
 - Confirmed that Graeme Galves and Grace Morissette and Melanie Whittall stepping away from the Awards Committee late 2026. Any Board Members interested in joining / chairing the Awards Committee?
- Historical Committee Update – **Graeme / Foruzan / Grace**
 - Everything In Report [See Report]
 - [Historical Committee Report](#)



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- Standing Items - Presented by existing Officers
 - Historical Committee Update - Graeme
 - Alberta Club Reps (Lynda Roberts; Gary Biagoni; Diane Anderson) still working on updates to their sections of the Alberta (Calgary / Edmonton / Leduc) Legacy document draft for completion by end-March 2026.
 - Coast Salish Club Legacy (11 First Nations) document distributed to Coast Salish First Nations canoe clubs reps for Geronimo Canoe Club (GCC) / Tsartlip Nation & Island Brave Canoe Club (IBCC) / Snuneymuxw Nation & North Van Canoe Club (NVCC) / Squamish Nation & River Spirit Canoe Club (RSCC) / Skwah Nation & Star Nation Canoe Club (SNCC) / Skowkale Nation & Vikki Lynn Canoe Club (VLCC) / Sumas Nation & Lost Boyz (Girls) Canoe Club (LBCC) / Ts'elxwéyeqw Tribe for review by end-March 2026.
 - Incorporating background material from Alana Taylor (Jericho co-founder, Comox member) from late-1990s, into Jericho Club Legacy document.
 - Incorporating background material from Jeanette Callahan (Whistler / FCRCC member) from late-1980s BC canoeing, 1990 Molokai Na Wahine, 1992 Sacramento IVF Sprints, 1994 Molokai Na Wahine with FCRCC, into FCRCC Club Legacy document.
 - Incorporating background material from Pauline Adams & Alison Hart (FCRCC members) regarding 1990 Molokai Na Wahine, 1994 Western Samoa IVF Sprints, 1996 New Caledonia IVF Sprints, 1998 Fiji IVF Sprints, into Team Canada Legacy material.
 - Please note that the CORA Historical Committee has one outstanding legacy document in-progress and several Work-In-Progress updates to documents, and when the last of these outstanding legacy documents is completed / published, the CORA Historical Committee may reach a conclusion.
 - Confirmed that Graeme Galves and Grace Morissette and Jan Chavarie stepping away from the Historical Committee late 2026. Any Board Members interested in joining / chairing the Historical Committee?
 - Race Committee Update – **Ron / Graeme / Erik / Cindy / Bethany / Richard / Grace**
 - In-person Report on **Scheduling** (Ron) topics [See Reports].
 - Latest Estimates for Sprints 2026 Burnaby
 - [Preliminary Notes & Budget Summary](#)
 - [Sprints Site Map & Course](#)
 - [BLRC \(Preliminary Budget & Race Schedule\)](#)
 - No comments taken as interactive discussion
 - Roster Compliance is a major task
 - Advancements proposed to be handled by Event / Race / Timing Management
 - There may be concerns if multiple hull types used
 - Extensive discussion of per-person cost of participating in 2-day weekend of Sprints racing
 - How much does CORA put forward in association grant support for the National Sprints event?
 - How much does CORA put forward in seed money to support the event?
 - **<AI:Treasurer>**
 - Value-proposition is how many races do you get per person?

- ~\$100/person for a 2-day weekend of racing may be more appealing to paddlers
 - Timelines are a major concern. Need to resolve major issues by mid-2026-Mar <AI:Board>
 - Proposal is for \$480/crew/500M/1000M; \$50/V1 proposed
 - 6 Board Members present have agreed to these pricings
 - Memo to be distributed to all CORA Board Members <AI:Ron>
- Everything In plus In-person Report on **Support** (Graeme) topics [See Report].
- [Race Committee Report](#)
 - Further comments provided below for additional visibility
 - **CORA Small-Boat Number Decals:**
 - Updated "How-To Guide" for CORA Small-Boat Number Decals with new Decals specifications / samples has been uploaded to CORA Google Drive folder for the next time an order is to be placed.
 - [CORA Small-Boat Number Decal How-To Guide](#)
 - **Sprints 2026 Burnaby ViaSport** Funding Grant:
 - Application **accepted** by ViaSport British Columbia Society. The ViaSport funding grant application **is under review**. It is **implicit to ViaSport British Columbia Society** that in submitting the application that the funding grant would be accepted and the Terms Of Agreement would be accepted if granted. Winter 2025 Recipients for the March 1, 2026 through June 30, 2027 timeframe have not yet been announced. It is expected that CORA will be notified sometime between March 1, 2026 and May 8, 2026, whether CORA has been awarded a funding grant and the amount of the funding grant, with an average award amount of \$3500, although CORA was awarded \$5000 for Sprints 2024 Delta.
 - [ViaSport Hosting BC Grant](#)
 - **Sprints 2026 Burnaby Tourism** Funding Grant:
 - Application **accepted** by Burnaby Tourism. The Burnaby Tourism funding grant application **has been Approved** for up to \$5000. It is **NOT implicit to Burnaby Tourism** that in submitting the application that the funding grant would be accepted and the Terms Of Agreement would be accepted if granted. The Sport Burnaby Grant Guidelines specified the criteria that were to be met to be considered for consideration of a funding grant. The Sprints 2026 Burnaby writeup satisfied those criteria. However, the Grant Terms Of Agreement (in the CORA Google drive) **has not yet been reviewed / approved** by the CORA Board. The Grant Terms Of Agreement, once approved, would be an **explicit agreement** between Burnaby Tourism and CORA. <AI:Ron> <AI:Graeme>
 - [Burnaby Tourism Terms Of Agreement](#)



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• **Standing Items - Presented by existing Officers**

- **Race Committee Update - Greene / Ron / Erik / Cindy / Bethany / Richard**
 - **CORA Canoe Registry:**
 - Confirming OC8 ownership by BC First Nations clubs as part of CORA Historical Committee Coast Salish Club Legacy document review.
 - **CORA Race Rules & CORA Cup Series Rules:**
 - CORA Race Rules to be amended to reflect CORA Board decision to no longer recognize Spec / Traditional OC8 Boat Division as of 2026 CORA Cup Series events.
 - **CORA Race Results:**
 - PNWORCA / CORA 2026 Winter Series Race Results for Kelowna (#3) and Bellingham (#4) posted to 2026 Race Results.
 - **CORA Small-Boat Number Decals:**
 - Oddball Workshop has delivered the 1500-1599 series of taller/wider decal as of mid-Feb 2026 in time for PNWORCA / CORA 2026 Winter Series Race FRCG (#5). 15-20 CORA Small-Boat Number Decals to be hand-delivered to any Penikese / Kelowna / Victoria / Nanaimo / Fort Langley Club reps in attendance at the PNWORCA / CORA 2026 Winter Series Race FRCG (#5).
 - Invoice & CORA Small-Boat Number Decals received from Oddball Workshop. Invoice with Oddball Workshop email address to be submitted to CORA Treasurer for e-transfer payment.
 - Revised / Uploaded "How-To Guide" for CORA Small-Boat Number Decals processes with new Decal specifications / samples as knowledge transfer and transparency for Race Committee going forward. See CORA Google Drive folder: [CORA Small Boat Number Decals How-To Guide](#)
 - **CORA Sprints National Championships 2026:**
 - Action Item List delivered in email / Word / PDF format to all CORA Board members in mid-Feb 2026. Please note that this is to be considered as a knowledge transfer / handover to all CORA Board Members with regards to all outstanding Sprints 2026 Burnaby activities.

- City Of Burnaby Insurance Certificate Guidelines delivered to Ron Chin for Sprints 2026 Burnaby.
- 2026-Mar Spring Break and 2026-Apr-11 will be the first 2026 events at Burnaby Lake where Racecourse Lane Markers will be in place, should anyone wish to visit the venue.
- Sprints 2026 Burnaby ViaSport Funding Grant Application accepted by ViaSport British Columbia Society. The ViaSport funding grant application is under review. It is implicit to ViaSport British Columbia Society that in submitting the application that the funding grant would be accepted and the Terms Of Agreement would be accepted if granted. Winter 2025 Recipients for the March 1, 2026 through June 30, 2027 timeframe have not yet been announced. It is expected that CORA will be notified sometime between March 1, 2026 and May 8, 2026, whether CORA has been awarded a funding grant and the amount of the funding grant, with an average award amount of \$3500, although CORA was awarded \$5000 for Sprints 2024 Delta.
- [ViaSport Hosting BC Grant](#)
- Sprints 2026 Burnaby Tourism Funding Grant Application accepted by Burnaby Tourism. The Burnaby Tourism funding grant application has been Approved for up to \$5000. It is NOT implicit to Burnaby Tourism that in submitting the application that the funding grant would be accepted and the Terms Of Agreement would be accepted if granted. The Sport Burnaby Grant Guidelines specified the criteria that were to be met to be considered for consideration of a funding grant. The Sprints 2026 Burnaby writeup satisfied those criteria. However, the Grant Terms Of Agreement (in the CORA Google drive) has not yet been reviewed / approved by the CORA Board. The Grant Terms Of Agreement, once approved, would be an explicit agreement between Burnaby Tourism and CORA.
- [Burnaby Tourism Terms Of Agreement](#)

- New Business
 - **Foruzan** - Discussion of the contract of the "project" manager including a formal performance evaluation
 - Team Canada Project Manager expectations / performance / evaluation / etc.
 - Deferred until 2026-Apr Board Meeting
 - **Foruzan** - Discussion of forming a strategic planning committee of the Board
 - Strategic Planning session held at 2025 Pre-AGM, Strategic Planning Report received, next steps?
 - Deferred until 2026-Apr Board Meeting
 - **Foruzan** - Discussion of forming a governance committee of the Board
 - Deferred
 - Deferred until 2026-Apr Board Meeting

- **Ron** – CORA Coaches' Course (**Leanne / Dean**)
 - Hana Hou Foundation outrigger-specific course for coaches
 - Dean is in Mexico so this will likely be deferred until 2026-Apr Board Meeting
 - Covered under Education Committee discussion
- **Ron** – CORA Cup Series Question - Can Specs register as ULs to earn points?
 - Deferred from 2026-Feb Board Meeting
 - See [2025 Pre-Nationals CORA Cup Standings](#) in Report Folder.
 - [2025 Post-Nationals CORA Cup Standings](#)
 - What to do about Spec OC6s in CORA Cup Series races?
 - Need to resolve registration / points challenges of including Specs / Unlimiteds in CORA Cup Series Points
 - Spec Boats should be recognized at non-CORA Cup Series Races
 - Spec Boats should be entitled to race as Unlimited Boats in CORA Cup Series Races and earn CORA Cup Series Points
 - There is not a quorum at this point in time so this discussion cannot be voted on at this time
- **Review / Updates of Outstanding Action items:**
 - New Action Items denoted by <AI:Assignee>, where "Assignee" is Board or Committee Name or Board Member Name
 - Bethany has agreed to offer technical assistance on Google Drive permissions assessment <AI:Secretary>
 - When Quorum no longer exists (dynamic), Motions must be deferred or voted upon later via email
- **Adjournment:**

Motion to adjourn the meeting @ 6:44 PM PST
 Moved by Jonathan. Seconded by Ron. APPROVED

Next CORA Board Monthly Meeting Sunday, April 12, 2026, at 4:00 PM PST and 7:00 PM EST

Assignee	Action Item	Due Date	Comments
Raised Mar-1 / 2026			
Ron	Obtain Director information for Annual Notice and Director updates (2026-03)	In-Progress	Mar-1: Ongoing
IVF Committee	CORA Board may wish to consider how to constitute the HPC going forward (2026-03)	In-Progress	Mar-1: Ongoing
Eastern Canada Reps	Eastern Canada Reps to meet in 2026-Mar (2026-03)	In-Progress	Mar-1: Ongoing
Erik	Erik to select a date for CORA Town Hall Proposal - Race Directors' Master Class and put that forward (2026-03)	In-Progress	Mar-1: Ongoing
Education Committee	Leanne / Dean / Zoe to form a working group on CORA Coach Certification program and get moving on this (2026-03)	In-Progress	Mar-1: Ongoing
Treasurer	How much does CORA put forward in association grant support / seeding for the National Sprints event? (2026-03)	In-Progress	Mar-1: Ongoing
Board	Timelines for the National Sprints event are a major concern. Need to resolve major issues by mid-2026-Mar (2026-03)	In-Progress	Mar-1: Ongoing
Ron	Memo to be distributed to all CORA Board Members proposing \$480 / crew / 500M / 1000M; \$50 /V1 (2026-03)	In-Progress	Mar-1: Ongoing
Ron	The Funding Grant Terms Of Agreement, once reviewed / approved, would be an explicit agreement between Burnaby Tourism and CORA. (2026-03)	In-Progress	Mar-1: Ongoing
Graeme	The Funding Grant Terms Of Agreement to be clarified with Burnaby Tourism (2026-03)	Completed	Mar-1: Ongoing; Mar-3: In-person visit with Burnaby Tourism to clarify Funding Grant

			Terms Of Agreement and those clarifications distributed to Board for review.
Graeme / Bethany	Bethany has agreed to offer technical assistance on Google Drive permissions assessment (2026-03)	In-Progress	Mar-1: Ongoing