



Flatwater North
Executive Meeting Agenda
Date April 1, 2019
Time: 6:30 – 8:00 pm

Present: Kim Hobus, Carmen Gustafson, Niki Parry **Regrets:** Kim Porter
Meeting called to order: 6:30

Motion to accept meeting agenda Helen Anne. Seconded Kim H. Passed.

Motion to accept meeting minutes from Helen Anne. Seconded Niki P. Passed.

Information Items:

- 1. City of Whitehorse Rec Grant** (Helen Anne)
Application to the City of Whitehorse Rec Grant was submitted on March 15 for \$3040 to help fund equipment purchases. We can expect to hear about the success of our application after April 15th.
- 2. Youth Investment Fund** (Helen Anne)
Application to the Youth Investment Fund was submitted for April 1. The funds requested (\$1923) will go to support the week of CanoeKids camps in Watson Lake.
- 3. ParticipACTION Fund** (Helen Anne)
Application to ParticipACTION was submitted before March 30 for \$1000 to support the purchase of equipment that will be used for the school programming. We expect to hear about the success of this application soon. If application is successful and we are a part of the special ParticipACTION project in May we will include the ParticipACTION logo on our school program promotional materials.

Agenda Items:

- 1. Budget and Finances** (Kim P)
Monthly budget and finance numbers submitted by Kim P by email. Finances are in order.
- 2. Lotteries Project Fund** (Helen Anne)
The application to the Lotteries Yukon Project fund is complete and ready for submission. Application presented to board by Helen Anne by email.
Motion made by Helen Anne to submit application to Lotteries Project Fund for \$14,385.00 for

equipment purchases as present. Seconded Niki P. Passed.

3. Communications (Kim H)

Promotional posters presented for youth programs and for the adult/public events. Some edits will be made before printing. Once document is complete, Helen Anne will ensure they are printed and we will arrange for the youth to go around town to post.

Website is up to date and functioning well. Facebook ads are being put out and paid for as a way to get the word out about our programming.

4. Summer Programming Update (Helen Anne)

Report from Daniel that 45 participants have enrolled in Canoe Kids to date. Information on school programming has been sent to schools and there is interest being shown from schools already. Daniel is in touch with Lynwen Birch, new head coach, who will be arriving early May to establish coaching programs for the athletes.

5. Hiring update (Daniel via Helen Anne)

Applications for Canoe Kids coaches has closed. 3 applications have been submitted. Daniel and Helen Anne will proceed with hiring process and keep the board informed through the process.

6. Fundraising (Niki)

Niki has applied for a City of Whitehorse garbage pick-up as a fundraiser. A request for Chadburn Lake/Schwatka area. This will be done in May.

7. SWAG (Niki)

Niki provided an inventory of CanoeKids and Regatta Ready shirts and suggestions for what we need to order for the summer season. The order needs to be finalized and submitted at the beginning of May.

CanoeKids: shirts will be a different colour than last year, last year's inventory can be handed out as needed for size, we will purchase 150 Canoe Kids shirts, if we run out we can use the 2018 shirts. Sponsors will appear on back of shirt.

Flatwater Team: only a small number of x-small and small needed (20 each). These shirts will remain the same colour and style as a way of creating a team look and sense of belonging to the team.

Staff SWAG: will provide staff with hoodie and hat, same as last year's style.

Club SWAG: will be offered for purchase part way through the summer, Niki will organize the order and purchase.

8. Sponsorships (Niki)

Niki provided board with sponsorship letters to be used when approaching businesses for sponsorship. This letter outlines what the club will do to recognize the sponsor company. Niki has a list of the previous year sponsors and requests that we reach out to our contacts. The sponsors commitment and logos must be returned to Niki by April 30th at the latest. Ideally each board member will reach out to contacts and community members to get sponsorships.

Meeting adjourned: 7:35 pm

Next meeting: May 2, 2019 6:00 - 8:00 pm CGC

