



Flatwater North
Board Meeting Minutes
February 1, 2020
10:00 – 12:00 noon

Present: Niki Parry, Kim Porter, Denise McCann, Helen Anne Girouard, Daniel Girouard

Regrets: Sarah Lewis

Approval of agenda: Motion to approve agenda Helen Anne. Seconded Niki Parry. Passed

Approval of minutes: Motion to approve minutes from January 11, 2020 board meeting Helen Anne. Seconded Niki Parry. Passed

Information Items:

- 1. Canada Summer Jobs (Helen Anne)**
Program site opened on January 30, 2020, Helen Anne will submit applications for Flatwater North coaches, as per 2020 Hiring Plan. Deadline for funding application is February 24th.
- 2. CDF applications**
Dragon Boat and Traveling Road Show Equipment were submitted Jan 15, 2020 and we will find out at the end of February.

Denise disclosed the potential conflict of interest at her work place as she is invited to review the CDF applications in her role at work. If there is a decision to be made regarding Flatwater North applications Denise will remove herself, conflict of interest policy says that they are not allow to be in a position to make decisions, if perceived as a conflict of interest. Letter sent to Deputy Minister.
- 3. Lotteries Travel Program**
Lotteries has changed the application process to make it more stream-lined. TSO's are required to submit travel plans early January for the year. These plans need to include the trips we intend to take and the approximate number of travellers. HA submitted this plan based on our 2020 Regatta Schedule.
- 4. Societies**
2019 filings were approved and the society is in good standing for another year.
- 5. ATCO Electric Yukon**
Turned down the Flatwater North request to help fund the purchase of the dragon boat.

6. **Walmart** - Turned down the Flatwater North request to help fund the purchase of the dragon boat.
7. **Prairie Division Update** – Flatwater North has been accepted to join the Prairie Division for the 2020 season. In the next months, the CKC Sprint Racing Council will take the steps to redraw the Division boundaries and change the by-laws in order to include Yukon in the Prairie Division. When that step is done, Flatwater Paddling Yukon will be included officially in the Prairie Division and Yukon will have to have a Vice-Flag officer representing Yukon on the Prairie Division Council.

Agenda Items:

1. **Budget and Finances** – Kim Porter
 - Budget in good order
 - WCB estimate put in for the summer wages
 - T4's sent to 2019 summer staff
2. **3-on-3 Hockey Tournament** – Daniel
 - Adult Hockey tournament postponed due to an issue with the Zamboni at Mt Lorne. March 7th re-scheduled date. 8 Teams registered places for 4 more. Will do more promotion with this new date.
 - Contact liquor board to change the date of the permit (HA)
 - Winterlong a week before the tournament put the beer order (Daniel)
 - GP Distributing – hot dogs and buns, chips, (Daniel and HA)
 - Philip, Kim & Matt (Helen Anne will contact)
 - Chili makers as before
3. **Staffing update** – Daniel
 - Daniel has talked to all the returning staff and will give offers of employment to them. HA will post the CanoeKids and Lead CanoeKids jobs on YuWin and CKC.
4. **Website updates** – Niki
 - Niki has been working to update the website pages and programming pages. The program pages are all up to date with this summer program details. Links “To Register” have been taken down until the registration platform is up and running.
 - *About Us* page has been changed, there are still some details to clean up. I.e. policies and minutes links.
 - *News and Events* page has been updated and includes events that are run by Flatwater Paddling Yukon; this will ensure that people who are looking events will find them in both organisations.
 - The summer programming page will go up soon on the main page.
 - From now on, our season will be the summer season date. Ex. Our fiscal year that is Oct 2019-Sept 2020 will be called/referred to as the 2020 Season. This will be reflected on the website for sponsors.
 - On the *News and Events* page, Niki would like to add past events results and links to the events, media coverage, etc.
 - Niki will go over the website to ensure that the name of the club is consistent: *Flatwater Paddling North Society* is the official name of the society. We use this name on official documents, applications to YG, and with societies, etc.. *Flatwater North* is our common name

that we use for all our operations and our brand. It is sometimes appropriate to refer to Flatwater North as the “sprint paddling club in Whitehorse.”

5. **CKC Immedia-C** – Niki

- Niki has been working on opening the new CKC membership platform ImmediaC that we will be using from now on for our membership, program registrations, event registrations, etc.
- The platform is easy to navigate as a user, but as it is still in development the background work is sometimes confusing.
- Families will be able to create a log in and then list the children attached to them. There is the option of signing children up for multiple weeks of CanoeKids and having the reduced cost. This option will still be the honour system for parents who chose to use this option and have a reduced cost per week. We will need to let the summer staff know that they should mention to parents that if they are signing up their child for a subsequent week that they should use the “CanoeKids Multiple Week” link to have the reduced rate.
- The system is already live and Niki would like us to have a look at it and give feedback about wording and usability.
- City of Whitehorse Rec Guide is live Feb 24 so all will be in order for that date.
- Niki will work with Kim P to set up the payment methods using Stripe.

6. **Equipment needs** - Daniel

- Daniel will have a list of equipment needs for the summer for next meeting.
- HA reminds us that we need a new bbq for the site

7. **Fundraising** – Helen Anne

Helen Anne will share the dates that we are booked at Superstore for grocery bagging.

Meeting adjourned: 12 noon

Next meeting: March 4, 2020 at 6-8 pm.