



Flatwater Paddling Yukon
Executive Meeting Agenda
April 26, 2017
6:00 - 8:00 pm CGC

Present: Niki Parry, Kim Hobus, Kim Porter, Helen Anne Girouard, Daniel Girouard

Meeting called to order: 6:12 pm

Motion to accept meeting agenda Kim H. Seconded Niki. Passed.

Motion to accept minutes of April 12, 2017 executive meeting Kim H. Seconded Kim P. Passed.

Information Items:

1. Insurance: Secured insurance with SBC Insurance in BC. We have confirmation of insurance coverage. Official certificate will be sent soon. Clause to have YCKC under FPY liability included.
2. YS4L and YRAC Applications submitted on April 13.
3. CKBC will accept Flatwater Yukon as an Associated Member of the Pacific Division. Helen Anne is working on application.
4. CKC has accepted our application, a few details are needed to become an official member, Helen Anne is following up on those details.
5. Application for community clean up accepted. Porter Creek/Mountain View Road. Must be completed before June 15. Niki will organise the activity in May.
6. Flatwater Yukon was featured in Whitehorse Star article on Wednesday April 26. Article explains the transition from YCKC to FPY and promotes summer programming.
7. Update on employees: Lead CanoeKids Coach, Regatta Ready Coach and both CanoeKids Coaches are confirmed. Helen Anne will post Dock Hand position when we have confirmation of funding from Youth Investment Fund.

Agenda

1. Review and discuss Executive Director/Head Coach Contract and Job Description.
Motion made by Niki to accept Executive Director/Head Coach Contract as revised. Seconded by Kim H. Passed. (Abstaining due to potential COI: Helen Anne)
2. YCKC inventory: John Quinsey of YCKC to meet at Schwatka to confirm inventory on May 29th at noon. Daniel and Helen Anne will assist and compile a comprehensive inventory list with photos.

3. Promotion and communications plan (Kim/Dan/Matt)

- Posters – Kim will design poster, Dan will get it copied, all will distribute around town
- Notify YSAA teachers – Dan already sent email to school YSAA reps
- Ad on Facebook – Dan will promote ad on FB
- Half page paper ad to be handed out to schools – Dan will create and distribute
- News Release – Helen Anne will send new release to local media: CBC, Radio-Canada, Aurore Boreale, etc.

4. Update on employees: Lead CanoeKids Coach and both CanoeKids Coaches are confirmed. Helen Anne will post Dock Hand position when we have confirmation of funding from Youth Investment Fund.

5. Club Colours: **Motion made by Kim H. that Flatwater Yukon's official colours, and the colours on the singlet, be Black, White and Purple. Seconded by Kim P. Passed.**

6. Financials: reimbursements for things purchased to date.

Procedure: We will use the private Google doc file called: "Receipts" to put a digital copy of out of pocket expenses to be reimbursed. The Treasurer will keep track of the receipts, write cheques and post the information to the accounting program. Reimbursements will be made slowly, as registration monies flow in.

Meeting adjourned at 8:07 pm

Next meeting date: