



Flatwater Paddling Yukon
Executive Meeting Agenda
June 27, 2017
6:30 - 8:30 pm Kim's House

Present: Helen Anne Girouard, Kim Hobus, Kim Porter, Daniel Girouard, Matt Wilkie

Absent: Niki Parry, Ali Morham

Meeting called to order: 7:09 pm

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

Motion to accept minutes of June 8, 2017 executive meeting Helen Anne. Seconded Kim H. Passed.

Information Item:

- **YS4L and YRAC:** news about funding will come in late June
- **City Development Permit** (Lease) update – the application is in process, YCKC needs to provide the city with a few documents for it to be approved.
- Application for **TSO membership with CKC** is in process. Helen Anne will submit application shortly. This application has a fee of \$100 and requires proof of society status, bylaws and an endorsement from YG.
- **Lotteries Travel Program** application approved for 12 individuals for travel to Regina \$200 x 10 athletes and 2 chaperones – funds have to be specific for the individual in the travel budget.

Agenda:

1. Financials update: (Kim P)

- Treasurer requests that Stripe on remain weekly transfers into bank account
- Vice-President will send a weekly report to Treasurer from Stripe and a complete report from Sportical each week
- As cheques come in, treasurer is able to reconcile the bank account
- Stripe fees are quite substantial: of note for the future, let's look at our options for alternative payment methods. For now, Stripe offers a service that users appreciate.
- Hours for employees must be submitted to Executive Director who will check and send them on to Treasurer. First pay period ends Friday June 30th.

Motion made by Helen Anne to have Flatwater Yukon daily honorarium set at \$100/day. Second motion Kim H. Passed.

2. Trailer and safety boat

- Safety boat is no longer a priority for this year, the coaches are making due with the boats they have.
- Discussion around the need for a canoe trailer and possibilities for purchasing one this summer. Not knowing the final financial situation for the summer, the board is hesitant to commit to

purchasing trailer. Possibility of renting a canoe trailer from club member until the board is in a position to purchase.

- Executive Director and Executive will continue to look for used trailers. Ideally enclosed trailer.
- For the CanoeKids week in Watson Lake : the club will rent a trailer for the week in Watson Lake.
- When applying for future funding, boats will be number one priority and then trailer.

3. **Swag for staff:** Having a hat will make the staff easily identifiable for parents and the public. The summer staff will pick a hat on EntripyShop shop each with Flatwater Logo. Executive Director will oversee this.

4. **Report from Executive Director about summer programming to date –**

- 1) May – June spring training went well, numbers increased as weeks went on (13 paddlers). Enticed kids to join throughout and even joined the Regatta Ready program.
- 2) Purchased C1 paddles and several athletes purchased kayak wing paddles.
- 3) Overall kids are improving, coming three times a week. Challenge having various skill level at one training session.
- 4) Registration to date : 100 CanoeKids, 12 Regatta Ready 1, 4 Competitive Sprint Evenings
- 5) Staff: off to a great start with the staff.

5. **Incident Reports**

Purpose of incident reporting is to watch for patterns to see if there is something that we can do to prevent. Not to be limiting.

Weekly report from staff: Concerns, incidents of note and actions that were taken by staff, successes, how was the week general tone – scale of 1 to 10, any safety concerns (i.e. people on jet skis, power boats, etc.)

By collecting information weekly from staff, the Executive Director and Executive will be able to make informed changes if needed.

6. **Website**

Website now signed up for Google Analytics, Flatwater website was under the radar for searches. The Vice-President continually updates info on website to get traffic and make it an active site.

7. **Schwatka Lake location**

- Chadburn Lake Management plan adopted Jun 26th. Vice-President has been studying possibilities for land use. Preliminary research into process.
- City has funding to get second dock at the Schwatka Lake boat launch and it will be installed at some point in the late summer.

Meeting adjourned: 9:14 pm

Next meeting date: Tuesday July 18th 2017