



BBOP Board MEETING MINUTES

Date: September 18, 2022

Time: 5:00 pm

Location: Zoom Video Conf

<https://www-edu.zoom.us/j/3127615206>

Our mission is to promote and perpetuate the sport and culture of outrigger canoe paddling in our community and throughout the Pacific Northwest. Our strength as a club is not only found on the water, but in our community.

Executive Board:	Meeting Date:	4-3-22	5-1-22	6-5-22	6-27-22	9-18-22
President	Blanche Bybee	✓	✓	✓	✓	✓
Vice President	Regan Levinson	✓	exc	✓	✓	✓
Secretary	Janice Lapsansky	✓	exc	✓	✓	✓
Treasurer	Sue DeBari	✓	✓	✓	✓	rpt
Communications Director	Caroline Abbott	✓	✓	✓	✓	✓

Appointed Members:

Head Coach	Kelly Abbott	✓	exc	✓	rpt	exc
Equipment Manager	Ernie MacQuarrie	✓		rpt	rpt	exc
Safety Coordinator	Barb Craig	exc	✓	✓	✓	✓
Racing Coordinators	Lane A. & Dense D.	exc				
Membership Coordinator	Dawn Anderson	exc		rpt	rpt	rpt
TeamSnap Coordinator	Paul Reavley	✓	✓	✓		rpt
New Paddler Coordinator	Terry Kaemingk	exc	✓	exc	✓	✓
Fundraising Coordinator	*vacant*					

(rpt=report; exc=excused)

Guest(s): Rachel Krinsky, Angie Greig

- I. **Call to Order:** President (Blanche) called the meeting to order at 1701.
- II. **Guest input:** Rachel shared a letter of thanks to the Board, with questions regarding relationship to Hawaiian culture and the history of OC paddling. Can we add to our traditional lands statement? Can we support paddling more widely in our community? The Board will revisit these and related questions at future meetings.
- III. **Review/Approval of Meeting Minutes (6/27/22):** Minutes approved via email vote of the Executive Board, completed 9/23/22.
- IV. **Order of Business (*sequence subject to change*):**
 - A. **Reports of Officers and Coordinators**

Membership Coordinator (Dawn): Total registrations: 158 (26 since June 28th, including 8 guest paddlers; 6 late season). 93 adults, 20 keiki, 6 parent/guardian. Worked out processes to add family members with TeamSnap access. Sent Caroline feedback on Membership activities to prep for the September meeting.



Treasurer (Sue): Checking account (beginning) \$6268.39 & (current) \$14012.16. Capital account: (beginning) \$23992.69 and (current) \$8460.69. New expenditures (approx. \$1539) in maintenance approved by the board (see below). Plan to migrate any amount in checking account above \$6000 at end of year to capital savings.

Head Coach (Kelly): N/A

Equipment (Ernie): Please see action item below.

Safety (Barb): Huli straps to be placed in Manahau. Other straps may need to be shortened.

Communications Director (Caroline): no report

TeamSnap (Paul): No major problems with TeamSnap as registrations slow down. However, keiki/youth waivers provided by parent/guardian still an issue. All waivers should be electronic. Parent/guardians complete paper form and scan for PRM. Suggest entering races as “games” instead of events to make searching and sign-up separate from practices. Paul will be available to help the new coordinator transition into the position. Thank you, Paul!

New Paddler Coordinator (Terry): Should tracking vaccination records be assigned to this role? Should vaccinations be tracked moving forward? Self report check box in TeamSnap? Question to be included in survey? Should archive or indicate inactive people who have not returned, to clean-up roster. However, must retain waivers. Demo days reported (Angie) to have gone well this year. Good volunteer turn out; dates and times worked well. Well-coordinated with Terry and good feedback from new paddlers. Thank you, Angie!

B. New Action Item/s

- i. Next Board meeting Oct 16th
- ii. Plan for elections: President, Treasurer, Communications Director
 - Sacha Bliese has been nominated for Treasurer
 - Blanche has been nominated for President
 - Board will work on recruiting for CD
- iii. Fall membership meeting (Oct 22nd, preferably indoors). Caroline will find an indoor location.
- iv. Last practice Oct 29th.
- v. End-of-season maintenance/clean-up party at 10am on Oct. 30th. Regan will recruit volunteers. Caroline will post on the web.
- vi. Membership



Membership categories and fee structure by age:

- <12 keiki – free; parent/guardian \$20 (same as in 2022)
 - 12-19 junior - \$50; parent/guardian \$20
 - 20-25 young adult – \$100 (50%)
 - 26+ adult – full price remains at \$200
 - Family – cap membership \$450
 - Veterans – \$120 (40% off) *Military ID, DD 214 document, or Gold Star certificate required upon registration for eligible Military/Veterans. Lifetime memberships excluded from this discount.*
 - OC2 membership paused for 2023 (until new canoe/s purchased)
1. Urgent need for TeamSnap Coordinator. Plan for TeamSnap registration finalized before end of January; test system in Feb, and open registration on March 1st.
 2. annual membership survey – feedback from Board members by the Sept 27th, release to members Oct 1st, responses due Oct 13th. Janice will coordinate this effort
 3. Revisit COVID policy - gather more information from membership via survey after discussing with Barb.
- vii. 2023 Race Calendar priorities – Janice will gather information from BBOP coaches and attend PNWORCA Race Committee meeting Oct 1st.

C. Continuing Action Item/s:

- i. Report on vote via email, 9/12/22:

Motion (Blanche): Spend the remaining emergency maintenance [sic] budget and the maintenance budget on the fiberglass work (Kaianu) and Ernie's list (see email). I also propose that we authorize the expenditure to get our name on all our canoes.

Friendly amendment (Sue, 9/11/22): Use the Communications budget to pay for the decals (approx \$270).

Friendly amendment (Janice, 9/12/22): Use remaining maintenance funds (approx \$170) and use unencumbered funds from our checking account to complete the required repair and maintenance tasks (approx \$1530). Original motion with both friendly amendments

Seconded (Regan). **Motion passes** (via email vote).

V. Executive Session: N/A

VI. Laulima: N/A



VII. **Good of the Order:** N/A

VIII. **Adjournment and Next meeting:** Meeting adjourned at 1830. Next meeting at 5pm on Oct 16th via Zoom.

MEETING NORMS:

General Interactions:

- Presume positive intentions from all board members (everyone is working for the best interests of the club and its members).
- We are all here because we love the club.
- Exchange information and ideas in a productive and open way without judgement or presumption.
- Approach all issues as a cohesive team.
- Diverse perspectives yield the best results.
- Listen actively to understand from elected and appointed board members equally.
- Listen without judgement.

Respect people's time:

- Respect other board members' time when not in a meeting and try to keep emails from getting out of control.
- Come prepared to meetings by reviewing appropriate documents and considering agenda items.

Differences of opinion will occur:

- Listen to understand.
- Speak your ideas even if uncomfortable. If there are disagreements, make sure criticism is of ideas, not of person.
- Rather than "agree to disagree" talk out the differing view points, find common ground.
- Be open to the idea that a consensus decision might be better than the one you had on your own.