



**BBOP Board AGENDA - DRAFT**

**Date:** April 3, 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.**

<b>Executive Board:</b>	<b>Meeting Date:</b>	1-2-22	2-6-22	3-6-22	4-3-22	
President	Blanche Bybee	✓	✓	✓	✓	
Vice President	Regan Levinson	✓	✓	✓	✓	
Secretary	Janice Lapsansky	✓	✓	✓	✓	
Treasurer	Sue DeBari	✓	✓	✓	✓	
Communications Director	Caroline Abbott	✓	✓	✓	✓	

**Appointed Members:**

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

**Guest(s):** Jill Komoto, Deb Noonan

- I. **Call to Order:** Meeting called to order by Blanche at 1703.
- II. **Review/Approval of Meeting Minutes:** **Motion** (Blanche) to approve minutes with suggested edits, seconded by Sue. **Motion passes.** March 6, 2022 minutes approved.
- III. **Order of Business (*sequence subject to change*):**
  - A. **Reports of Officers and Coordinators**

**Maintenance (Ernie):** New cart with new handle. Will fix/replace T-bar on plug for ama for Ka'iminalu. Hoku has a crack in gunwale that will be patched next week. Trailer in good working order following re-wiring. Center of gravity (cart) marks painted on each canoe. If changing shims on Lanakila, return to how you found them. Every canoe every time – check rigging and plugs. Reminder to check charge status of radios and recharge as needed.

**Membership (reported by Paul & Caroline):** Registration has been brisk: 87 general members, 8 guest members, 11 keiki.



About 1/3 of online membership sign-ups have issues, e.g. creating multiple memberships accidentally. PaddleSport waiver for keiki and parent(s) in TeamSnap also problematic. Using a google form instead. Keep in mind that using TeamSnap for communications often misses several members (Keiki and parents). Remember club-wide emails should be sent from all 3 teams pages (just copy/paste) in TeamSnap, so keiki and guests also see it. **Motion** (Blanche) to appoint Terry Kaemingk to New Paddler Coordinator position; seconded (Sue). **Motion passes.**

(information only)

**BBOP Classic Race Committee:** Lane A, Chris O., Deb N, Jill K

**Fundraising Committee:** Christine B, Gregg K, Kristine E.

## **B. New Action Item/s**

### i. Procedure for Maintenance and repair request

Everyone should take ownership re: care of canoes. Timely reporting is important. Dings that expose fibers in hull get soaked with saltwater and patch material won't stick. Discussed the need for a new reporting form: anything that leaves a mark on the canoe gets reported. Use same clipboard (in BBOP locker) as major incident reports for insurance purposes. Use the whiteboard on door for other maintenance issues. **Action item:** Regan and Ernie will create a new form and communicate procedure (esp. 6pm Monday April 18 steers meeting)

### ii. Traditional Territories Acknowledgement

Continue to edit; vote on final draft via email. **Action item:** Regan will take our final draft for feedback from Rikkele Cree Canoe Club before adoption.

“We acknowledge that we gather on the unceded territories of the Coast Salish Peoples, who have lived in the Salish Sea basin, throughout the San Juan Islands and the North Cascades watershed and paddled its waters for countless generations. We express our deep gratitude for our Indigenous neighbors, the Lummi Nation and Nooksack tribal members, past, present, and future, for their enduring care and protection of our shared lands and waterways. In recognizing these tribal communities, we honor their legacy, lives, descendants, and culture in all that we do on their ancestral land and waters.”

(added on race day) “While we celebrate the beauty of community and competition at our race today, please join me in expressing our deepest gratitude for the stewardship and sacrifice of our Indigenous neighbors.”



- iii. Quarterly Budget report & discussion (Sue)
  - Current income: \$13450, from memberships, GoFundMe account, winter race income. OSC has not yet cashed deposit check.
  - CBC canoe storage rental rate increased 8% for all tenants (\$65 per quarter).
  - **Motion** (Sue) to approve increased budget for office supplies, canoe storage rental, and Safety (huli practice). Motion failed to receive a second. Safety has enough funds in current budget. Board will address any additional funds for office supplies as needed. **Amended Motion** (Blanche) to approve increase for canoe storage only (\$3360 for year); seconded (Janice) **Motion passes.**
- iv. Board D&O insurance – Regan talked with Seattle area clubs who recommend buying this insurance. **Action item:** Regan will purchase as budgeted for 2022.
- v. Fundraising Committee request – Shirts, hoodies, caps, stickers, etc., both with generic paddling art (for sale) and with BBOP logo. **Motion** (Blanche) to use donations to seed this effort as a way raise additional funds. Motion failed to receive a second. Discussion regarding additional information needed to support committee’s efforts. **Action item** (Blanche):
  - Organize art contest for non-BBOP swag.
  - Committee will put together a detailed request for the Board.
  - Consider pint-night at local brewery where swag could be sold.
- vi. Cost of canoe transport (anticipated \$250 for accommodations; \$700 for gas); already budgeted. Canoe and trailer will be parked Sunday night 4/10 in the Fairhaven boat launch parking lot; volunteers needed to move the new canoe into the yard on Monday and trailer to Marine Drive for storage. **Action item:** recruit volunteers for Monday 4/11.
- vii. Membership dues structure (esp. 18+/students, veterans, disabled participants)
  - **EXAMPLE:**
    - 18-29 yo full-time student (50%) or non-student (75%); if not part of family membership
    - Military; active or veteran (50%)
    - Disabled membership ?
  - Membership dues are set before registration begins. Scholarship funds are available. New categories and revised dues structure (2023) will be discussed in the fall. **Action item:** Blanche will discuss perceived needs with other coaches and ask for their proposal(s).

**C. Continuing Action Item/s:**

- i. Recruitment for vacant positions
  - Membership Coordinator – Dawn Anderson. **Motion** to approve (Caroline); seconded (Regan); affirmed by electronic vote of the Executive Board.



- BBOP Classic Race Director – see above
- Fundraising Coordinator – see above
- new New Paddler Coordinator -see above

ii. Plans for Demo Days

Angie coordinating 2<sup>nd</sup> Saturday of most months. April 9 next; 7-8 signed up;

**Action item:** (Angie) request volunteers. Participants encouraged to attend rec practice the next day (Sun). (is there enough time to create TeamSnap registration so new paddlers can sign up for practice?) **Action item:** Membership officers will troubleshoot this. Deadline of 4 weeks to complete three free paddles and decide whether to join.

- iii. Planning for future canoe purchase(s): OC2, spec? Discussion included preserving encumbered funds for spec canoe separate from income remaining (and anticipated) after new UL purchase. **TABLED**

IV. **Executive Session:** N/A

V. **Laulima:** N/A

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

VII. **Adjournment and Next meeting: Motion** (Blanche) to adjourn; seconded (Regan). Motion passes. Meeting adjourned at 18:56. Next meeting May 1 at 5pm.

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.