



BBOP Board MEETING MINUTES

Date: October 16, 2022

Time: 5:00 pm

Location: Zoom Video Conf

<https://wwu-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:		Term:	5-1-22	6-5-22	6-27-22	9-18-22	10-16-22
President	Blanche Bybee	2022	✓	✓	✓	✓	✓
Vice President	Regan Levinson	2022/23	exc	✓	✓	✓	✓
Secretary	Janice Lapsansky	2022/23	exc	✓	✓	✓	✓
Treasurer	Sue DeBari	2021/22	✓	✓	✓	rpt	✓
Communications Director	Caroline Abbott	2021/22	✓	✓	✓	✓	✓

Appointed Members:

Head Coach	Kelly Abbott	2021/22	exc	✓	rpt	exc	✓
Equipment Manager	Ernie MacQuarrie	2022/23		rpt	rpt	exc	rpt
Safety Coordinator	Barb Craig	2022/23	✓	✓	✓	✓	✓
Racing Coordinators	Lane A. & Denise D.	2022/23					
Membership Coordinator	Dawn Anderson	2022/23		rpt	rpt	rpt	
TeamSnap Coordinator	Paul Reavley	2022/23	✓	✓		rpt	
New Paddler Coordinator	Terry Kaemingk	2022/23	✓	exc	✓	✓	
Fundraising Coordinator	*vacant*						
Race Director	*vacant*						

(rpt= report; exc=excused)

Guests: Jessamyn Tuttle

- I. **Call to Order:** Meeting was called to order by President Blanche at 1701.
- II. **Review/Approval of Meeting Minutes (9/18/22):** **Motion** to approve (Caroline); **Seconded** (Janice). **Motion passes.**
- III. **Order of Business (sequence subject to change):**
 - A. **Reports of Officers and Coordinators**
 - i. **Safety (Barb):** PFDs and radios mentioned in the survey; discussion re: both concerns. Rep at Ocean Paddle Sports (Ana Swetish) may be able to get us a group deal on Vaikobi pfd's. Two possible dates for huli drill next March (25th) or April (26th) . Looking for adjustable huli straps that are rust proof.
 - ii. **Equipment (Ernie):** submitted proposed 2023 budget
 - iii. **Treasurer (Sue):** Meeting planned with Sacha (nominee for Treasurer). Income thus far nearly meets our budget projection. Still



waiting on stipend from volunteering for city events. Far below expected expenses. Some expenditures remaining: trailer registration tabs, some fiberglass work, some 2022 race-related expenses. Net income b/w \$8100 and \$9100. Membership donations deposited in capital account. Income (checking account) allows ~ \$8000 to capital account.

- iv. **BBOP Classic Race Director** (Janice): Date of race August 12th. Venue (Boulevard Park) already paid for. Janice will work on USCG permit, Banquet permit, etc. Need RD for Small boat race (Feb 25th). Janice will f/u with Jill about her interest.
- v. **Membership:** Jessamyn has agreed to be TeamSnap Coordinator following meeting of ad hoc Membership team yesterday. New ideas for next year: 1) separate competitive and rec teams on TeamSnap to reduce irrelevant or redundant messages, 2) visiting paddlers (who know how to paddle) will complete paper waivers, 3) other processes streamlined. Some follow-up meetings are planned.

B. New Action Item/s

- i. Agenda for annual meeting
 - President's Welcome and remarks
 - Membership fee structure
 - Thank you's
 - General remarks from survey (synopsis posted on website)
 - Equipment/ Maintenance (Ernie)
 - Safety (Barb)
 - Season wrap up (Rec, Comp, and Keiki Coaches)
 - Treasurer report
 - Call for nominations (President, Treasurer, Communications Director)
 - Meeting Closure and clean-up
- ii. Discuss 2023 draft annual budget
 - Membership income, canoe storage, office supplies, and web-hosting roughly the same as 2022
 - race budget amounts generally predicted to be slightly higher than 2022 based on 60 paddlers; add'l money added for food for Classic and awards for Winter race.
 - Amazon Smile donations not received recently - Janice will f/u
 - Maintenance and Equipment budget request for steering blades, paddles, and 2 pfd.
 - Huli drill; slight increase in budget for safety
 - Predicted net income ~ \$4000



- **Vote** to approve 2023 proposed budget **via email** next week.
- iii. Review and approve 2023 winter paddling policies & procedures
 - No plans for paddling OC6 this winter (2022/23) – focus on care and maintenance of these canoes and small boat outings.
 - **Motion** (Blanche) to suspend winter paddling for this year (2022-23). **Seconded** (Sue). **Motion passes.**
 - iv. Discuss process for appointing Head Coach
 - Blanche will send out a message to the membership to gauge interest in serving as next Head Coach.
 - v. Appoint new Coordinators (TeamSnap, Fundraising, Race Director) for two-year terms (2023-24)

Position	Name	2-year Term	2023
Head Coach	Kelly Abbott	2021/2022	Requests consideration for reappointment
Equipment Manager	Ernie MacQuarrie	2022/2023	Willing to continue
Safety Coordinator	Barb Craig	2022/2023	Willing to continue
Racing Coordinators	Lane A. & Denise D.	2022/2023	Willing to continue
Membership Coordinator	Dawn Anderson	2022/2023	Willing to continue
TeamSnap Coordinator	vacant	2023/2024	Jessamyn T. requests consideration
New Paddler Coordinator	Terry Kaemingk	2022/2023	Willing to continue to spring
Fundraising Coordinator	vacant	2023/2024	Erin L. requests consideration
Race Director	vacant	2023/2024	Janice L. requests consideration

- **Motion** (Caroline): Approve appointments to the following positions - Jessamyn (TeamSnap Coordinator), Erin (Fundraising), Janice (BBOP Classic). **Seconded** (Sue). **Motion passes.**

C. Continuing Action Item/s:

- i. Discuss 2023 proposed membership structure and fees
 - <12 keiki – free; parent/guardian \$20 (same as in 2022)
 - 12-19 junior - \$50; parent/guardian \$20
 - 20-25 young adult – \$110 (50%)
 - 26+ adult – \$220
 - Family –membership cap \$350
 - Veterans – \$132 (40% off) *Military ID, DD 214 document, or Gold Star certificate required upon registration for eligible Military/Veterans. Lifetime memberships excluded from this discount.*



- **Motion** (Janice) to approve . **Seconded** (Blanche). **Motion passes.**

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

V. **Laulima:** Canoes will remain at the CBC for the winter. Ama's and iakos will be stored in someone's shop for repairs. Trailer can stay at Tutu's.

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

VII. **Adjournment and Next meeting:** **Motion** to adjourn (Blanche). **Seconded** (Caroline). **Motion passes.** Meeting adjourned at 1901 by President Blanche. Next regular meeting of the BBOP Board on November 6th, 5pm via Zoom.

VIII. **ADDENDUM: Motion (Blanche) on 10/22/22 via email to accept the revised budget that Sue sent out [v 3] with an additional \$200 to the maintenance budget for the purchase of food and refreshments for work parties. Seconded (Caroline). Motion passes via electronic vote.**

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.