



BBOP Board MEETING MINUTES

Date: August 13, 2023

Time: 5:00 pm

Location: Blanche's house
2514 Elizabeth St, Bham

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:	2-5-23	3-5-23	5/7/23	6/11/23	8/13/23
President	Blanche Bybee	2023/24	✓	✓	✓	✓	✓
Vice President	Regan Levinson	2022/23	✓	✓	✓	✓	✓
Secretary	Janice Lapsansky	2022/23	✓	✓	✓	✓	✓
Treasurer	Sacha Bliese	2023/24	✓	✓	✓	✓	✓
Comm Director	Gavin McWilliams	2023/24	✓	✓	✓	✓	rpt

Appointed Members:

Head Coach	Kelly Abbott	2023/24	✓	exc/rpt	✓	✓	rpt
Equipment Coord	Ernie MacQuarrie/ Matt Stodola	2022/23	exc	exc	exc		rpt
Safety Coordinator	Barb Craig	2022/23		exc	✓	✓	✓
Racing Coordinators	Lane A. & Denise D.	2022/23					
Membership Coord	Dawn Anderson	2022/23	rpt	rpt	rpt	rpt	rpt
TeamSnap Coord	Jessamyn Tuttle	2023/24	✓	✓	✓	rpt	✓
New Paddler Coord	Terry Kaemingk/ Kim Wiley	2022/23	✓	✓	rpt	rpt	rpt
Fundraising Coord	Erin Lapsansky	2023/24	✓	exc	rpt	rpt	rpt
Race Director	Janice Lapsansky	2023/24	✓	✓	✓	✓	✓

(rpt= report; exc=excused)

Guests: NONE

- I. **Call to Order.** Blanche called the meeting to order at 17:08.
- II. **Review/Approval of Meeting Minutes (6/11/23):** Move to approve (Blanche); seconded (Regan). Minutes approved.
- III. **Order of Business (*sequence subject to change*):**
 - A. Review the BBOP annual calendar in the Google drive [here](#).
 - B. **Reports of Coaches, Coordinators, and Directors**
 - i. **Safety (Barb):**
Debrief on 2023 huli drill program. Everyone completed on time. One woman injured during huli practice. Barb will complete incident report and submit to PRM. Recommendation that new paddlers watch a huli practice or video before taking part. **Action item:** Barb will investigate an alternative to our simple step-up strap. Morgan has agreed to be Co-Safety. Barb is considering staying for another term as Safety Coordinator.



ii. **Treasurer (Sacha):**

Combined \$40k in checking and savings (not including income from race). Projected expenses for remainder of year is about \$3K. Savings does include \$6000 of donations earmarked for spec canoe purchase. Consider high yield savings account. At WECU a business money market checking account earns .75% . A 6 mo CD 1%; 12mo 4.5%. We'd like to earn more but still have access to our funds. **Action item:** Sacha will provide at least 2 options for next meeting. Board approves donation link on webpage. **Action item:** Gavin will add donation button to the BBOP home page connected to our Venmo account. We will maintain donation link on membership registration in TeamSnap.

iii. **Maintenance (Ernie/Matt):**

CBC is also having issues with Standard Horizon radios. Research ensues. Maintenance day is Sunday. **Action item:** Regan will send out another call for sign-up in TeamSnap. Pursuing repairs on Manahou's fiberglass ama. Plug missing from the carbon ama today. Explore prospect of painting Lanakila and Manahou.

iv. **Membership (Dawn/Terry/Jessamyn/Kim):**

Dawn would like to continue for another term as Membership Coordinator. Requests that the Board consider revising role and responsibilities as suggested in her January email message before the call for nominations for vacancies.

Jessamyn reports 173 members on a TeamSnap plan that should be only 75. TeamSnap version 2 (for business) would cost \$1439 with 15% discount (\$1223). We will consider raising membership by ~\$6 to cover. **Action item:** Board members can do their own research by visiting website.

As of August 1st, new membership cost automatically reverted to 50% off. Jessamyn will continue in her role through 2024.

Terry provided the following stats:

- 74 people have registered as New Paddlers this year.
- 51 of those have completed Demo Day or have had OC6 experience and have been permitted to attend practices.
- 19 of those 51 have become paying members.
- 11 who have completed Demo Day are still active and interested in becoming members.
- 19 who have completed Demo Day have been inactive and removed from Rec and Racing.
- 19 have registered and have yet to attend a Demo Day.



- 6 of those 19 are actively interested in attending a future Demo Day.
- 5 who had registered have asked to be removed from TeamSnap.

The Board discussed triggers for limiting demo days. We want to invite the community to paddle, but we have run up against insufficient resources, e.g. steers persons who are willing to organize additional practices and canoe storage. We may want to invite more novices to move directly to competitive if interested.

Further discussion tabled until planning for next year.

- Who is paddling consistently, how many canoes do we need?
- End-of-year survey should ask of there are steers willing to offer additional practices
- Leadership should identify and ask specific people to take up steering to ensure future access for all

Action item: Regan will do some internet searching on design for canoe storage.

- v. **Communications (Gavin):** Lots of reach/engagement on SM posts. This upcoming week will include a Bellingham Bay Classic Recap and thank you to participants and sponsors, along with re-setting the website back to normal format. Go Gavin!
- vi. **Head Coach (Kelly):** Many thanks to all the volunteers (esp Keoni for trailering) and other acts of good will as BBOP travelled to race events. The competitive program has been very successful at races. Coach says now is the time to plan for the purchase of a Malolo. Requests that the Board emphasize messaging about supporting the Head Coach and working and developing our team culture. Discussed possibility of special events that invite Rec paddlers to try competitive practice. Board suggests that because most are done with racing for the season, now is a good time to recruit! Will check with Kelly. We plan to include questions about interest in steers training and competitive program in the end of year survey.
- vii. **Fundraising (Erin):** July's pint night at Kulshan was a success, raising \$385. Plans for more in winter and spring. **Action item:** Janice will catalog donations of goods as potential prizes in future fundraising efforts.
- viii. **Race Director (Janice):** Bellingham Bay Classic was a success by most measures. Some lessons learned, some unavoidable glitches, notes recorded. In addition to registration fees, we earned \$155 in canoe rental, \$200 from vendor Kite Paddle Surf, Kialoa paddle donation, \$116 tips, and Venmo \$51 donations. More paddlers participated



than anticipated, so we will have to pay an additional \$100 for insurance coverage. BBOP crews did very well and had fun!

C. New Action Item/s

- i. Prepare call for nominations for Board/Coordinator upcoming vacancies. **Action item:** Blanche will reach out to see who will be continuing for another term.
 - VP – Regan will recruit
 - Secretary – Janice will recruit
 - Safety Coordinator – will Barb continue?
 - Equip Coordinator – will Ernie continue?
 - Racing Coordinators (continue these?)
 - New Paddler Coordinator - will Kim continue?
- ii. Discuss BBOP contribution to CBC Capital Campaign. **Motion** (Blanche): The Board commits to matching up to \$5000 in donations from our membership to the CBC Capital Campaign. The drive will begin in mid-Sept and close at the BBOP membership meeting in the fall (tentatively planned for Oct 22nd). **Seconded** (Regan). **Motion passes. Action Item** (Gavin): create appropriate promotional social media posts.
- iii. Request for club “End of Gear” Sale/Swap at end-of-season annual meeting. People can enter what they have to bring in the comments of SM posts. **Action item:** Gavin will promote gear swap/sale in advance of our fall membership meeting.
- iv. Schedule end-of-season meeting/party at Janice’s house. Tentatively October 22nd. Blanche and Janice will coordinate. Included: discuss survey results, plans for next season, conclusion of CBC fundraising campaign, and gear sale/swap.
- v. Considered adding language to the bylaws about donations. Consensus that donations should be accepted into general funds. There is currently no language about donations in the bylaws. TABLED for the fall.

D. Continuing Action Item/s:

- i. Recap of BBOP special events
- ii. Continued planning for new canoe purchase. How do we decide between a Malolo and a Matahina?

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

V. **Laulima:** Regan will work with Barb on insurance submission.

VI. **Good of the Order:** Four BBOP Wahine raced in the Na Pali Challenge yesterday and came in 3rd! Next crew races in Kona 9/2 at the Queen Lili!



- VII. Adjournment and Next meeting:** Blanche adjourns the meeting at 19:11
VIII. Next Meeting: September 17th at 17:00.

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.