

FLCC Board of Directors Minutes

January 23, 2023 8:00 PM

Virtual Meeting

Attendees: Heather Fatkin, Audrey Sabiston, Pam Sutherland, Betty Stockli, Bobbie McKenzie, Denise Crook, Francine Seaman, Debbie Scott

Associate Club FCKC

| Who | Item | Action Items | Due Date |
|-------------|------|--|----------|
| Kirsten/Pam | AC1 | There has been an inquiry about holding a joint Kayak/Dragon Boat event with FCKC. FCKC was advised to contact Pam Sutherland-Have they done this? Not sure what Kirsten is looking at- will explore | Mar 01 |

Minutes from Last Meeting:

Motion to accept Dec 14, 2022 minutes

Moved by: Denise

Seconded by: Debbie

Carried

Motion to accept Jan 16, 2023 minutes as corrected by Audrey

Moved by: Denise

Seconded by: Bobbie

Carried

Treasurer Business (Audrey): Treasurer's Report emailed to BOD and added to shared drive by 15th of each month. Available to club members upon request

Motion to accept Treasurer's Report.

Moved by: Betty

Seconded by: Denise

Carried

| Item | Who | Action Items | Due Date |
|------|-----|--------------|----------|
| TR1 | | | |

Dragon Boat (Pam):

| Item | Who | Action Items | Due Date |
|------|-----|---|----------|
| DB1 | Pam | Looking to purchase dragon boat covers – approx. cost \$600-\$900 Pam has made several calls and received no answers regarding dragon boat covers. May use tarps and orange construction cones to cover boats. Audrey will check Pan Am Dragon Boat covers-located in Florida and ship to Canada info@panamdragonboat.com No action taken | Done |

Outrigger (Heather):

| Item | Who | Action Items | Due Date |
|------|---------|--|----------|
| OC1 | Heather | Working as a guest coach for OC6-Rita English is a possibility-Heather has met with her and Rita will get back to her-nothing concrete yet. Sherry Hunt will send us a proposal for OC1 and OC6 learn to paddle clinics. | Feb 27 |
| OC2 | Heather | Do we keep the V12 throughout the Spring/Summer season? | Feb 27 |
| OC3 | Betty | Jan 14 - OC1 973 (quote \$800) and OC1 977 (quote \$150) sent to Mark Henry for repairs. | Feb 27 |
| OC4 | Heather | CORA will shortly be seeking a host club for the National OC1 & V1 championships for Sunday July 23. Grants may be possible - is FLCC interested? | Feb 27 |

Voyageurs (Debbie):

| Item | Who | Action Items | Due Date |
|------|--------|---|----------|
| Voy1 | Debbie | Recommend to continue with weekly Voyageur Drop-ins | Done |

Members at Large (Betty):

| Item | Who | Action Items | Due Date |
|------|-------|---|----------|
| ML1 | Betty | Security Cameras – Equipment has been received-to be installed in March | Feb 27 |
| ML2 | Betty | Temporary fencing has been put up. TOL approved work to be done. 9 ft. new barn door approved by TOL. Security fencing will be aluminum and galvanized chain link/expanded metal. Pricing for fabrication coming. | Feb 27 |
| ML3 | Betty | Howes House –deferred -fencing and security prioritized. Suggested possible coach boat storage | Deferred |
| ML4 | Betty | Quote from Blue Water Systems to repair North & East fingers approved by email Jan 22, 2023 (quote \$9349 + GST) (quote attached under Club Business below) Float will be taken away-date TBD Will pick up timber to repair main float in house-work on Saturday Jan 28 | Feb 27 |

Safety Committee (Heather and Mary): Report Attached

| Item | Who | Action Items | Due Date |
|------|-----|---|----------|
| SA1 | Pam | Pam has noticed an item that should be changed in the safety manual , in light of the change in our COVID policy. Currently, the safety manual says that the paddlesport dock is locked and must be opened with a key (suggesting to change that the gate to the paddlesport dock is unlocked). Jan 23 -the safety manual needs to be updated-Pam will speak with Mary who will consult with Bob and Joanne re:updates. The BOD will then approve and vote for the change. | Feb 27 |

Communications Committee (Betty)

| Item | Who | Action Items | Due Date |
|------|-----|--------------|----------|
| CO1 | | | |

Risk Management (Denise): Report Attached

| Item | Who | Action Items | Due Date |
|------|--------|---|----------|
| RM1 | Denise | <p>Risk Management Assessment Update – There have been some responses to the questionnaire.</p> <p>Frank Cox will look at dredging the river-1st priority. He is setting up a meeting with the Kwantlen Nation . Katherine Kettler will contact her resources at DFO.</p> <p>Must reach out to paddling groups involved and educate them concerning responsibility to equipment and volunteering.</p> | Feb 27 |

Motion to accept all Division and Committee Reports.

Moved by: Debbie

Seconded by: Bobbie

Carried

Club New Business:

| Item | Who | Action Items | Due Date |
|------|--------------------|--|--------------------|
| CB1 | Heather | <p>Discuss Committee appointments & volunteer positions - Sub committees are currently appointed by the former board. What are the guidelines, intentions & limitations.</p> <p>From Oct 19:</p> <ul style="list-style-type: none"> - Safety committee-ask the volunteers annually if they want to stay. Have one person on the safety committee be on the Board - Communication committee- include on agenda items of communications. The Board should have an outline of communications expected - Steers Committee- ask Joyce May to create an outline for steers position - BCS- each volunteer has a 2 year mandate-the Board may ask new volunteers to sit on BCS - Risk Management Committee-Ask the members if they want to stay - Youth Initiative- Committee is active and ongoing | Feb Vision Meeting |
| CB2 | Heather/ Audrey | <p>Complete lease renewal of dock and storage areas with Bedford Channel Society.</p> <ul style="list-style-type: none"> ● Sent letter to BCS requesting renewal of agreements for the Paddlesport dock, Upper boat house and basement storage. ● Secure Signed copies of agreements from BCS. ● Dave Longman confirmed receipt of letters. ● Registered letter received ● Letter forwarded to TOL and then to Victoria re-our updated lease <p>Waiting for BCS and TOL to respond and advise.</p> <p>Boathouse Allocation and Onland Storage Agreements</p> | Feb 27 |

| | | | |
|-----|------------------|--|--------------------|
| | | FCKC & FLCC have come to an agreement in regards to the boathouse and onland storage space allocation. The signed documents along with an email stating our intentions has been forwarded to BCS on Jan 6, 2023. Waiting on a reply and the updated agreements. Kelly Wicks will speak of the proposal to BCS Jan 31-not heard from TOL yet | |
| CB3 | Heather | Maintenance Division to be discussed - From Oct 19 meeting; The Maintenance Division includes maintenance of docks, boats and yard. At this time, we have volunteers looking after the deflector, OC1 repairs are shipped out for repairs, the coach boat motors are looked after by Maple Marine and Betty and Gralin are doing OC6 repairs. We determined that we need to pay for boat repairs (and find qualified people to repair either within the club or outside the club). This will not be the job of MAL. MAL will focus on being in the community, sitting on committees, etc. | Feb Vision Meeting |
| CB4 | Pam | Associate memberships-how long do they last? Apr 01-Mar 31-same as other memberships | Done |
| CB5 | Francine/ Pam | Francine suggests that FLCC purchase 2 Paddle ERGS with some of the Dragon Alliance donation. Equipment may be marked "donated by retired Dragon Alliance Team". No motion/no action- BCS owns ERGS | Done |
| CB6 | Pam | Motion by Pam: FLCC will ask BCS to purchase 2 new Dragon Boat Kayak Pro1 ERGs. Seconded by: Francine Passed Pam will draft a letter to BCS and Heather will sign and send it | Feb 27 |
| CB7 | Audrey Betty | Dock damage and repairs-. We are covered for Liability insurance while the dock is being moved. Blue Water has sent a quote for North and East fingers- Just over 9K. South finger will be repaired in-house. | Ongoing |
| CB8 | Pam | All users must be members. Therefore, coaches must be members. Will be added under conditions of membership Audrey and Betty will amend. | Done |

Next BOD Meeting:

Feb 27 7:00 pm

Motion to accept: Bobbie

Seconded by: Denise

Carried

Time Meeting adjourned: 9:30 pm

MAL Report January 2023 - Betty Stockli

EQUIPMENT:

- **DB Repairs/Misc:**
 - The Blue Swift (DB10) was moved from the basement and it's now stored at the Canoe Dock.
- **OC1/OC6 Repairs/Misc:**
 - Two more damaged OC1's were delivered off site for repairs - boat #973 and #977.
 - Work continues on the two Tri color Bradleys.

FACILITIES:

- **Canoe Dock:** The Canoe Dock sustained considerable damage at the end of December. Damage is noted below:
 - North float - frame welds broke at the east end of float
 - East (connector) float - bolts bent on the 2 pile rings
 - Main Float - timber work required
 - South float (long finger) - damage to connection point at west end of float
 - South float - 3 pile rings along southside of finger came dislodged (need re-installation)
- The task of getting the dock repaired and back into service is top priority. Discussions with our insurance provider and Blue Water Systems Ltd. (dock builder) is underway.
- **Security Cameras:** The camera equipment for the Canoe Dock and new dock has been purchased. Installation is planned for February

Dragon Boat Report January 2023- Pam Sutherland

January's weather is keeping us on our toes! Drop-ins continue to be held and are well attended and several participants are now on teams. Several teams continue to paddle and those heading to other climates to race are training hard. Both DB10's are in use now.

Requests for Outings are steadily coming in and volunteers will be needed. Please respond in a positive manner when the call goes out. Of course, Freshet will determine if some of the dates can be accommodated.

Be sure to tie up the boats in their proper places. This makes access to the V12 much easier for all. Thank you.

Some crews have already booked their paddling slots for the coming season. It is time to start thinking of what your team plans to do. Soon, rosters will be required and team positions assigned. Remember, a Captain, Treasurer, FLCC Liaison, Coach and Steers are required.

Happy planning, the season will soon be here.

Safety Report January 2023 - Mary Stardom

Weather and Water:

- Wow, what a year it has been. Ice, snow, atmospheric rivers, floods, heat ... Our docks have been upended by ice, and our Freshet season was late but impressive
- Through it all, FLCC members have done their best to keep themselves and their teammates safe by staying off the water when necessary, adjusting workout times, and generally employing their good sense. It seems that we have all internalized the message "when in doubt, don't go out", and on the water we are good scouts who have taken to heart the motto "be prepared"

Incidents:

- Dec 7 – paddler stepping out of Dragon boat onto canoe dock slipped back into the boat. Sore elbow, tailbone and neck
- Dec 9 – bottom of OC6 rubbed across a submerged deadhead alongside Fort Langley airport. No damage apparent.

*** Thank you for reporting all incidents of mishap, of injury or of damage to equipment.** These reports are not used to place blame, they are critical for the Board and the Safety Committee to make needed repairs and review safety procedures.

THANK YOU FLCC MEMBERS FOR ANOTHER WONDERFUL YEAR OF PADDLING.