

Saskatoon Canoe Club – Executive Meeting
January 20, 2010
7:30pm @ Saskatoon Community Services Village
Remai Room – Room 101 on Main Floor

Meeting was called to order at 7:31pm by Russell Lawrence (Club President)

In attendance:

Russell Lawrence, President

Kendra Worman – Treasurer Nominee

Glen Philips - Equipment Manager

Dave Peters - Webmaster

Richard Jackson – Membership

Graham Parsons - Secretary

Bob Farthing - Marathon Director

Wes Deptuch – Recreation Director

Agenda was adopted as presented

No errors or omissions were found in the previous minutes, minutes were adopted as presented

Review of Actionable Items

Russell has been unable to talk with the rowing club about helping out with dock support. Russell will continue to look into the resources that the rowing club would like put toward the dock at the boat house. **Ongoing**

Russell will look into getting an audit done of the 2009 season records. He will look to colleagues within the College of Commerce for this service. **Ongoing**

The Saskatoon Canoe club has withdrawn its membership in the telephone line shared with the Nordic Ski Club. **Item DONE**

New Business

Grant money from Canoe Kayak Saskatchewan (CKS) is yet to come in for both the Recreation and Marathon division.

No purchases that allow the clubs accounts to go below zero will be allowed at this time, and spending strategies will be kept in this manner for the foreseeable future.

Russell has given Treasury duty over to Kendra Worman and briefed her on the accounting system currently in use.

Russell nominated Kendra Worman to Treasury position. Richard seconds. Motion Carries. Executive welcomes Kendra to her role as Treasurer.

Kendra, Russell and Graham will need to be set up with signing authority for the canoe clubs bank accounts. Russell to set up a meeting with the bank for signing authorities. Date/time to be determined. **Action Item**

Russell has gone through inventory at the boathouse, finding some equipment is missing, in poor condition or in need of replacement.

Russell suggests that a secondary check of the equipment be done and a list of potential new equipment be compiled. Russell also suggests a sub-committee be formed to go through the equipment and compile a list of new equipment options for the club. Russell, Wes and Graham to form this committee and report the findings back to the Executive. **Action Item due date to be determined.**

Review of Executive Responsibilities

#9 management of equipment is a shared responsibility of the whole executive. With a large club of both new and returning members it is important that equipment use, storage and repair issues be dealt with in a prompt and professional manner. With this as a shared duty it will help to spread the workload amongst more people.

Executive members having further edits suggestions are encouraged to send their edits to Russell for final copy. **Action Item**

Executive members are reminded that these are guidelines only and are not set in stone. They are provided for reference and to clarify the duties of the executive members.

Equipment to be sold

Russell motions that the aluminum and white-water canoes be sold. Wes Seconds. Motion Carries.

Price to be set at \$700-800 for the aluminum canoe. Whitewater canoe suggested sell price of \$300-400 with float-bags included.

Russell to send an email out to club members of the opportunity to buy the boats. If no members are interested further sales techniques will be explored as necessary. **Action Item**

Other Business

Dave has created a WIKI link for the canoe club that provides some additional information on club executive, as well as providing a password protected store-house for club information. Dave will send a link to club executive with the link as well as the password. **Action Item**

Wes has been in contact with Bill Morris through his company Outdoor Experience about canoe instruction. Bill will provide boats and lessons will generally be run 7-9pm at Erindale Lake. The tentative schedule is:

May 3-4 Intro

May 5-6 Stroke Improvement

May 10-11 intro

May 12-13 Solo

May 18, 25 intro

May 19, 26 stroke improvement

May 20, 27 solo

June 12, 13 Intensive 8 hour (formerly ORCA)

July 5,6 intro

July 7,8 stroke improvement

July 12,13 solo

July 10,11 Open- Russell suggests that this be changed to and August instructional

Russell is to contact companies and businesses that are offering Kayak lessons. Prices, use of boats, location, etc to be discussed and decision by the Executive to be determined based on information provided. **Action Item**

All future work performed by the canoe club will be written up in a contract form. This is not required to be legally binding, but a record for reference in the event of a disagreement between parties. Both parties should agree to these before monies are exchanged. This measure is meant to alleviate disagreements that have arisen from past verbal agreements.

Dave to update the website with lesson details once they are finalized. **Action Item**

Russell will be sitting on a committee for CKS and will put his name forward as a representative for the club.

Next meeting Executive meeting date to be Thursday Feb 25, 2010 in Room #101(Remai) at the Saskatoon Community Services Village from 7:30 to 9pm

No Additional business

Russell adjourned meeting at 8:49

Item Description	Person Responsible	Status	Due Date
Boat dock resources	Russell Lawrence	Ongoing	
Finances Audited	Russell Lawrence	Ongoing	
Phone line deactivated	Russell Lawrence	Done	NA
Meeting with bank	Russell Lawrence	Ongoing	
Equip inventory/New equipment purchase ideas	Russell Lawrence, Graham Parsons Wes Deptuch	Ongoing	

Member Responsibilities edits	All Members	Ongoing	
Email about boats to sell	Russell Lawrence	Ongoing	
Email Re: WIKI	Dave Peters	Ongoing	
Kayak lesson providers	Russell Lawrence	Ongoing	
Update lessons details on website	Dave Peters	Ongoing	