



Flatwater North
Executive Meeting Agenda
March 7, 2019
6:00 - 8:00 pm

Present: Helen Anne Girouard, Kim Porter, Niki Parry, Daniel Girouard

Regrets: Carmen Gustafson

Meeting called to order: 6:10 pm

Motion to accept meeting agenda Helen Anne. Seconded Kim P. Passed.

Motion to accept meeting minutes from January 24, 2019 Helen Anne. Seconded Kim P. Passed.

Information Items:

1. **ParticipACTION** – funding application was submitted by Helen Anne. Funding for up to \$1000 towards a project. Project specified that would happen between May 1 and June 15. Our commitment would be to advertise our programs with the ParticipACTION logo and promo this project. The ask was for \$1000 to help purchase SUPs for our school programs. We will find out about the success of our funding application at the end of March.
2. **Societies** – Annual filings were processed and accepted by Societies. Flatwater North is in good standing.

Agenda Items:

1. Budget and Finances (Kim P)

Budget and finances are on track. All the transfers of assets, accounts and funds have been made to the Flatwater North books. The transfer is complete. Funds coming in from registrations is going to Flatwater North.

The budget line for travel expenses families has been kept in as a way of seeing the flow of money through the society when the club pays up front for travel and families pay back the club.

Motion made by Kim H that monies raised through fundraising in the spring/summer goes directly to individual athletes for travel. The treasurer keeps detailed list of the funds collected and the hours that the participants put in towards raising the funds. Fundraising in the fall/winter, goes to general club expenses. Seconded Niki P. Passed.

2. Communications (Kim H)

Kim has created poster for summer programming targeting families with CanoeKids and Regatta

Ready programs as well as adult programming. Kim will make some minor changes and will send along for Dan to take to get printed.

Monthly email mail outs after spring break. Highlighting the Regatta Ready program and the extraordinary pricing.

Kim will make a poster advertising our adult programs and the circuit races – this is to target a more adult audience.

After spring break boost posts for camp promotion on FB – this is when parents will be actively looking for summer camps.

Idea for a FB post advertising the fact that Regatta Ready program is for athletes who have already participated in CK.

Ensure that the program is listed on the YG Youth Directorate summer camp list.

Send information to the communities (Haines Junction, Carmacks, etc.) for participants who may come to Whitehorse to participate over the summer.

3. Watson Lake – Rate and Youth Investment fund (HA)

We will proceed differently for the Canoe Kids program in Watson Lake. Flatwater North will invoice Watson Lake for the amount that it costs to run the program. Kim P pulled up the cost for the week (\$4200) based on the expenses in 2017 when we ran a week in WL. The rec coordinator at Watson Lake will bill families, take registration forms and waivers. The coaches who do the week will have to ensure that the paper work is filled out and accounted for before the program starts on the first morning.

HA will communicate with Rec Coordinator at Watson Lake to make payment arrangements. HA will apply for Youth Investment funds to help cover the cost of this week and will put a line in the YRAC community funds to request funds to help with the cost of this week.

HA will send poster for the Rec Coordinator to advertise the week in WL and post on their website, communicate with the First Nation, etc.

4. Summer Programming –

Update on registration numbers – to date we have 34 participants signed up for the CanoeKids programs. This is a record...registrations are coming in quickly and early this year.

Daniel will send out invitation to school programs. Kim will create poster/flyer to distribute to schools. Send school programming information to all Yukon schools, including communities. Possibility of doing a school program day in Haines Junction.

5. Summer Hiring – CanoeKids posting (HA & Dan)

Canoe Kids job posting is advertised. HA and Dan will continue to spread the word through the greater Canoe Kayak Community across Canada. HA will advertise on YuWin. If we are successful with funding from Canada Summer Jobs the jobs will be posted on federal site.

6. City of Whitehorse Rec Grant application (HA)

Motion made by Helen Anne Girouard to submit Whitehorse Rec Grant application to support the purchase of a safety boat and SUPs that will serve the entire membership. Motion seconded by Kim P. Passed.

7. Lotteries Project Grant (HA)

Motion made by Helen Anne Girouard to submit funding application on the Lotteries Regular Projects intake for funding for up to 90% for equipment. Seconded Kim P. Passed. See equipment

list in Annexe A.

8. Garbage pick-up (Niki)

Niki will apply for garbage pick-up with the City of Whitehorse in May.

9. T-shirts for camp participants (Niki)

Niki will organise the purchase of t-shirts for campers. Deadline for purchasing t-shirts is beginning of May. Niki will take into consideration the stock that was left from summer 2018 and purchase accordingly for summer 2019. This item is on the agenda for the next meeting at which time Niki will provide us with the sponsorship request letters and the board members will seek sponsorships from local businesses.

Meeting adjourned: 7:36 pm

Next meeting: April 3, 2019 6:00-8:00 pm CGC

Annexe A

	Item	Size/make	Program	Units	Unit Price	Freight cost	Total Price
1	Safety boats	10-12 foot pontoon	All programs	1	\$3,000.00		\$3,000.00
2	SUP's/SUP paddles		All programs	4	\$650.00		\$2,600.00
3	Sprint Kayak paddles	elio	Regatta Ready +	8	\$250.00		\$2,000.00
4	Sprint Canoe paddles		Regatta Ready +	10	\$250.00		\$2,500.00
5	War canoe	regular	All programs	1	\$4,500.00	\$2,000.00	\$6,500.00
6	War canoe paddles		All programs	16	\$70.00		\$1,220.00
7	Marathon C-2	regular	All programs	3	\$375.00		\$1,125.00
8	Dragon boat paddles		Adult	12	\$70.00		\$840.00
						TOTAL	\$19,785.00

