



Flatwater North

Executive Meeting Agenda

Date: Thursday May 2, 2019

Time: 6:00 – 8:00 pm

Present: Kim Hobus, Kim Porter, Carmen Gustafson, Niki Parry, Helen Anne Girouard, Daniel Girouard
Meeting called to order: 6:08 pm

Motion to accept meeting agenda by Helen Anne. Seconded Kim Porter. Passed.

Motion to accept meeting minutes from April 1, 2019 made by Helen Anne. Seconded Niki P. Passed.

Information Items:

1. Film Festival – Daniel

April 16th was the Reel Paddle Film festival. Daniel hosted a table at the event and did promotion for our programs. Did a draw for a purple Flatwater North hoodie. Approximately 80 people at the film festival. Had a photo slide show on lap top, handed out flyers and posters about events. Main events promoted: Circuit races, Adult programs, Dragon boats. Also had copies of the ad we posted in the Leisure guide. Membership information was also shared. YCKC invited us to speak to the audience: Daniel shared about our upcoming programming on the mic.

Of note: it was Daniel who reached out to the organisers of the event to ask to have the table just before the event. Next year we could keep it on our calendar to ensure we have sufficient lead up time and are not getting organised at the last minute. It is a great way to reach our adult audience.

2. Lynwen - Pan Am Games – Helen Anne

Lynwen has been selected as coach for the Pan Am Games in Lima, Peru. Please see her letter in attachments. Daniel and Lynwen are working closely together to ensure that appropriate arrangements are made to cover her role for the time she is gone.

3. Canada Summer Jobs – Helen Anne

On April 16th it was confirmed that our application for 4 Canada Summer Jobs grants was accepted. We are receiving \$21 975 to cover the minimum wage (\$12.71) for 4 positions: Regatta Ready Bilingual, CanoeKids Lead, CanoeKids Coach (2). Helen Anne has proceeded with the signing of documents and will work with Daniel to get contracts together for new employees.

4. Painting of sea cans – Helen Anne

The painters (Régine et Pascal Painting) will re-finish and paint the three sea cans for \$3350. This will happen early in June when the weather is warm enough to not freeze overnight. Colour was picked – Georgian Bay CC-782 by Benjamin Moore for all the sea cans (including inside the doors) and white under underneath roof.

5. City of Whitehorse – Helen Anne

The Development Permit application for the Schwatka Lake Day Use area has been submitted to the planning department of the City of Whitehorse. This permit needs to be renewed yearly with Darcy McCord. Helen Anne changed the name on the title of the development permit to be Flatwater North.

6. City of Whitehorse – Helen Anne

The business licence for the operations on Flatwater North has been renewed for another year. The business licence is now in the name of Flatwater North to reflect the change in our business operations.

7. City of Whitehorse – Helen Anne

The City of Whitehorse Recreation Grant was submitted: waiting on the status of the application.

8. ParticipACTION – Helen Anne

We were successful in securing \$600 from ParticipACTION for the *Community Better Challenge* to purchase SUPs. As recipients, we are required to track all physical activity minutes from our event on the *Community Better Challenge* website prior to the end of the Challenge on Jun 16th. This will include our school program hours. Helen Anne will ask Lynwen to note this on the website. Will wait until receive funding information from City of Whitehorse before purchasing.

9. Lotteries Rec Fund – Helen Anne

Application for funding was submitted on April 15th. Will find out about the success of our application in the first week of June.

10. Canoe Trailer – Helen Anne

The canoe trailer registration was renewed and transferred to Flatwater North from Flatwater Paddling Yukon.

11. Youth Investment Fund – Helen Anne

The Youth Investment fund was a successful application. We received \$1923 to help cover the cost of the week of CanoeKids in Watson Lake (cost of renting the truck and covering accommodations for coaches).

12. War Canoe – Daniel

The war canoe is being brought up to Yukon on the May long weekend by Stan, coach from Kamloops. Will require some assistance moving the canoe into the storage at Schwatka (the Girouards are away that weekend)

13. Meet and Greet – Daniel

Lynwen arrives on May 3rd. Meet and greet at Kookatsoon for the club families to welcome her

and meet on Sunday May 5th at 5pm. Please bring appies to share.

Agenda Items:

1. Budget and Finances – Kim P

Budget and finances are in order.

2. Summer hiring update – Daniel

Daniel has been doing interviews for Canoe Kids coach. The Regatta Ready and Head coaches are hired. Recruiting for CanoeKids Lead Coach will happen outside of Yukon with the hope of finding a ELCC qualified coach.

With the funding of 5 positions this summer, we not need to have paid youth coaches to help with CanoeKids as we had expected when we were doing our planning in the winter. If youth are to help out at the club this will be volunteer positions. The organization of the volunteers and staffing will be decided when Lynwen arrives and Daniel and Lynwen organize their daily camp schedule.

3. Summer Programming update – Daniel

Getting word out to schools via YSAA was not effective, best to send to school administrators.

To date: 9 school programs booked. Bookings still coming in.

Program numbers: CanoeKids - 68 (registration has slowed down from earlier in the year)

Regatta Ready - 2 participants (one full summer)

Dragon Boat - 3 participants registered

4. Communications – Kim H

Posters are done for pick up at INkspirations – Kim H will pick them up and share them with the members to be posted around town. Ideas of where to post: community mailboxes, sponsorships companies,

Kim will set up Flickr account for easy sharing of photos throughout the summer.

5. Sponsors/swag – Niki

- Sponsors have come through – Chilkoot Chiropratic, Absolute Physio, UpNorth Adventure, Kanoe People, Avacom Communications, Coast Mountain. Logos will go on CanoeKids shirts.

- Of note, thank you's need to be sent to our sponsors – a picture of CanoeKids participants in their t-shirts and/or a t-shirt to each sponsor.

- Niki will do the order for the Sprint Team shirts (a new one will be given to each athlete again this year) and the CanoeKids shirts (red).

- Niki will order a hat and sweat shirt for each CanoeKids coach with *COACH* written on the back bottom. Helen Anne will send along the sizes required.

- Niki will organise an order of club swag in July for athletes and families who want to purchase individual items (hoodies, zip-ups, hats, etc.). There will be a markup on the products as a way of making revenue for the club.

- Niki will purchase banners with Flatwater North and Flatwater Paddling Yukon logos for events and for the seacans.

6. Garbage Pick-up - Niki

Two City of Whitehorse garbage pickups were approved:

- (1) Nisutlin Drive from Super A to the dam - May 13, 2019 15h30 – Super A Parking
- (2) Trail behind Alsek in Riverdale – May 21, 2019 15h30 Grey Mountain Road parking

7. **Other –**

Price: \$10 per night for drop in Adult – Kim H will put on Sportical. Lynwen will have to figure out a system that works for keeping track of participants and receiving payments.

Individual coaching sessions: Head coach can do individual coaching sessions for members. Participants must be member of Flatwater North (\$20 annual fee) and pay a fee of \$40/hour. Sessions to be scheduled directly with Head Coach.