



Meeting Minutes

Saskatoon Canoe Club

Call to order

A meeting of the [Saskatoon Canoe Club](#) was held by [ZOOM Video Conference](#) on [May 26, 2020](#).
Called to order by President Franny Rawlyk at 1900hrs.

Attendees

President: Franny Rawlyk

Secretary: Lori Mack

Treasurer: Lauren Erickson

Membership Director: Nicole Graham

Recreation Director: Eithan Pillipow

Marathon Director: Edith MacHattie

Equipment Manager-Canoe: John McClean

Equipment Manager-Kayak: Kathleen Weary

Member-at-Large: Trevor Robinson

Member-at-Large: Richard Rance

Member-at-Large: Tyler Kallio

Member-at-Large: Kim Lewis

Member-at-Large: Shannon Klatt

Members not in attendance

Social Director: Tiina Liiving

Approval of Agenda

Approval of minutes

- **Motion: To approve the Minutes of April 27, 2020 SCC meeting.**
- Moved: Franny
- Seconded: Kathleen
- Unanimous approval

Resolved: Minutes approved without modification.

- **Motion: To approve the Minutes of May 11, 2020 SCC meeting.**
- Moved: Edith
- Seconded: Richard
- Unanimous approval

Resolved: Minutes approved without modification.

Reports

President: Franny

Summer Employees:

We hired John McClean as a FT Boat House Supervisor and Lauren Erickson as a PT Boat House Supervisor. We have not received information on the status of our Summer Job's Grant so are unable to move forward in hiring a 3rd employee at this time.

Membership Director: Nicole

We currently have 177 members. 119 are Recreation, 13 are Marathon, 18 are Recreation/Marathon, and 27 are children.

Nicole has made a summary of last years SCC member survey and put it on Google Drive. Please take a look.

Boat House Supervisor : John & Lauren

On May 2, the club opened on a modified basis, under the Outdoor Individual Recreation Guidelines as per the Re-Open Saskatchewan Plan. Details of the Saskatoon Canoe Club re-opening plan can be found on our website. As COVID-19 is an ever changing situation, changes to the provincial guidelines and thus the Saskatoon Canoe Club's operations are subject to change at any time.

John and Lauren have been brainstorming ideas to make the process of borrowing boats more efficient. We anticipate some daily changes as things become more clear on how to be most efficient. Some ideas include the following :

- Show hours of operation on schedule to start 15 min after employee start time and to end 15 before employee shift end. This will allow set up and take down time.
- Post online when orientation tours will occur and schedule these at non-peak times a few times a week.
- Possibly utilizing volunteers for peak usage times to help speed the process of borrowing boats.

Of note, the paper waivers we currently use are 4 pages long and are very time consuming to fill out at the boat house. We think they are too long for people to read and understand what they are signing.

We'd like to get a waiver down to one page in length and have it endorsed by our insurer, AON.

Action : A sub-committee consisting of Kathleen and Kim will look into a simpler waiver and consult insurer AON.

About half the members who have come to use boats have not brought their own PFD as required. John and Lauren have been lending out a PFD in these situations and then letting them sit in a bin for 72 hrs before being used again. We will quickly run out of PFD's if this continues.

Action : Nicole will send an email to members reminding them they need to bring their own PFD and high light this on the club's main web page.

Action : Franny will post on Facebook about PFD's.

- **Motion: To approve the budget of up to \$2500 to purchase 30 PFD's of varying sizes and whistles.**
- Moved: Eithan
- Seconded: Trevor
- Unanimous approval, John and Lauren abstained from voting.

Resolved: Motion approved.

We will loan out PFD's to those who contact the club before hand to borrow on either a long term basis or for the day.

- **Motion: To approve the budget of up to \$1000 to purchase supplies needed for COVID-19 cleaning.**
- Moved: Kathleen
- Seconded: Lori
- Unanimous approval, John and Lauren abstained from voting.

Resolved: Motion approved.

OK Alone App will be utilized again this year for the safety of our staff members.

Action: Franny, Kathleen, Eithan, Tyler and Trevor have agreed to be the emergency contacts for OK Alone.

Recreation Director: Eithan

Kayaks ordered from Eb's have arrived.

Under the current provincial re-opening guidelines some courses such as first aid training and some lessons will be allowed.

Action: Kathleen will look into resuming plans to run a Kayak Instructors Course.

Action: John will look into resuming plans for a First Aid Course.

Equipment Manager-Kayak & Canoe: Kathleen & John

We need to go over all our current equipment to take inventory and note repairs, replacements etc.

Action: A sub-committee consisting of Eithan, Lauren, John, and Kathleen will meet to take inventory of equipment.

Treasurer: Lauren

Admin: \$4,261.08

Marathon: \$13,671.80

Recreation: \$79,154.28

CKS: \$2,400.00

Accounts Receivables: -\$1000.00

Recreation Self Insurance: \$50,000.00

Total: \$148,507.16

No news on status of grants from CKS.

Action: Kathleen will talk to CKS and find out about grants for this year.

Marathon Director: Edith

A number of Marathon members have been trained to sanitize and sign out boats.

Social Director: Tiina

No report submitted.

Announcements

Next **SCC** meeting will be held **June 16, 2020** at **1900hrs** by Zoom Video Conference.

Adjourned

Meeting adjourned at **2100 hrs** by president Franny.

Minutes respectfully submitted by,
Lori Mack

Secretary

Date of approval

June 16, 2020