



BURNABY CANOE & KAYAK CLUB
Minutes of the Annual General Meeting

Date **October 19, 2006**
Copeland arena, Lakeview Room
Kensington Ave, Burnaby

Present Darrell Pearse Krista Rasmussen
 Jeff Raymond Hugh Alley
 Lynn Dagenais Debbie Wollbaum
 John George Satnam Basra
 Darryl Remmler Dan Bisalputra
 Kamal Basra

Meeting called to order at 7:40pm

➤ **Refers to an ACTION ITEM**

1. Adopt the previous minutes

Debbie Wollbaum moved to adopt the Minutes of 2005 AGM. Krista Rasmussen seconded. Carried, unanimously.

2. Commodore's Report (Jeff Raymond)

See Appendix A for full report. Highlights are:

- a full-time quality coach was hired, thanks in part to two Grants.
- three summer camp staff were hired: they were instrumental in doubling the number of camp participants from the year before.
- many new boats were purchased, improving the fleet for both beginner and high performance athletes
- have been a moving force behind increasing interest in war canoe, so much so that there is now war canoe races at local regattas.
- the first school dragon boat program was hugely successful with over 600 students participating.
- introduced the Monday Knight races, which provided a fun and competitive environment for our athletes to compete against each other.
- areas of improvement continue to be athlete recruitment and coverage in the local newspapers.

3. Financial and Reviewer's Reports (Hugh Alley, Dan Bisalputra)

Hugh presented the Financial statements, including the Statement of Revenue & Expenditures, the Balance Sheet and the Cash flow. Highlights are:

- Costs increased significantly in the following areas:
 - o Coaching: we now have a full time, high quality coach.
 - o Capital costs: several purchases, improving the fleet for both entry level and high performance athletes.
 - o Regatta costs: mostly due to the School Dragon Boat regatta
 - o Maintenance costs: having Canadian C4 refinished and the trailer overhauled drove these costs.
- The equipment value on the balance sheet is much higher than previous years as some equipment was not previously valued.

Dan has reviewed all statements, and agree that everything is in good order.

4. Membership report (Krista Rasmussen)

Over 900 people were exposed to the club and the sport this year. This is a huge increase over the 300+ that participated last year.

Of the 900+ people, 70% of them participated in Dragon Boat (mostly the School Dragon Boat program). Very few of the School Dragon Boat program went on to participate in other programs (e.g. summer camps), but it was agreed that the program was worth the effort and that it may take a few years before the return on our investment is seen in the way of drawing more kids to the canoe/kayak programs.

The number of full members decreased from 78 last year to 58 this year, while the number of camp participants almost doubled to 66 this year. As well, the newly introduced lessons were very successful with 49 participants. Drop-in continues to be very popular, with over 30 people showing up many nights.

It is very positive to see the huge number of people making use of the club and the lake.

5. Coach's report (Lynn Dagenais)

See Appendix B for full report. Highlights are:

- Kayak lessons were very popular in their inaugural year. Recommendation is to increase price.
- The school dragon boat program went very smoothly in its first year. Particular thanks to Jeff Raymond in ensuring a successful program and Dave Nosella for wonderful organization of a very large regatta.
- The Development group did very well over the summer, and will continue to practice over the winter, with eight or nine practices/week.
- The beginner program had eight participants, with three of them continuing to train one day a week over the winter.
- The war canoe program for Adults is in its second year. It is growing slowly, but provides a wonderful social atmosphere for the adults, and has great potential. The plan is to also have younger athletes participate in war canoe.
- The summer camps were much more popular this year than last, and the feedback was very positive. Some of the summer camp participants have joined the beginner program.
- On a personal development side, Lynn has attended many seminars, coached junior national team on a European tour, participated in many training camps and has started working on her level 4 designation.

6. Official's report (Heidi Halldorson)

As Heidi was absent, there was no official's report.

7. Safety report (Debbie Wollbaum)

There were only two incidents this summer, both during the summer camps. One of the summer coaches hurt his shoulder, and one child also had a minor incident.

Debbie mentioned that the First Aid kit needs to be checked to ensure it is fully stocked. A summer staff noted that an emergency ice pack should be included.

8. Equipment/Boathouse report (Darrell Pearse for Katja Rademacher)

See Appendix C for full report. Highlights are:

- there were many new additions to the fleet and minimal damage to the old fleet.
- several boats had minor repairs, while the C4 had a major overhaul
- the maintenance of the motors needs to be more vigilant
- a few improvements were made to the lake, including a flag to mark the end of the area the drop-in paddlers are allowed to go to, and repairs to the ladders in case people need to use the platforms.

Hugh Alley moved to accept all reports detailed in sections (2) – (8) above. Debbie Wollbaum seconded. Carried, unanimously.

9. Fundraising Discussion (Satnam Basra)

The pub night fundraiser will be Saturday November 25 at the Burnaby Firefighter’s club.

- Please arrive before 7pm to avoid the \$8 cover charge. Tickets will be \$15/person, to be purchased before the night. Satnam needs to know the number of people participating by Nov 18. There will be a separate email sent to the BCKC-announce list with details on how to purchase tickets.
- There is going to be a silent auction like last year, so if you can help in any way (donating items, calling companies), please contact Satnam. If you don’t have his email address, send an email to info@burnabylake.com and it will be forwarded on to Satnam.

Please mark your calendars for Nov 25, and start inviting your friends! A good turnout means a good night for everyone, and much needed funds for the club!

10. Elections

In addition to the attendees, four people sent in proxies. The results of the elections are:

Executive

Commodore	Jeff Raymond
Vice Commodore	Darrell Pearse
Treasurer	Hugh Alley
Secretary	Dan Bisalputra

Management

CKBC Liaison.....	Katja Rademacher
Boathouse, Equipment Care.....	To be discussed at next general meeting
Fund Raising	Satnam Basra, Heide Eden, Micky McDonald (as a team)
Public Relations	Kamal Basra
Website	Krista Rasmussen, Fred Jongeneel (as a team)
Safety	John George
Regatta Coordinator	Dave Nosella
Officials Liaison.....	Debbie Wollbaum
2006 Reviewer	To be discussed at next general meeting
Nomination Chair.....	Heide Eden
Trailer	Dave Nosella

Special mention was made to recognize the outgoing executive and portfolio managers for all their hard work over the past year. As more of us become involved in the management of the club, less work falls on each of the volunteers.

Meeting Adjourned at 9.30pm.

Appendix A Commodore's Report (Jeff Raymond)

I want to take a moment to highlight some of BCKC's key accomplishments of this past year.

- Hiring Lynn as our full-time Head Coach thanks in part to our being granted a Coaching Association of Canada Internship in the amount of \$12,000 and to a much needed and generous Direct Access Grant from the BC Government.
- Thanks to our receiving Career Placement Program grants we were once again able to hire 3 summer camp staff and together Alex, Michael and Alexis managed to nearly double our number of camp participants. This success is attributed both to the great coaching by this team as well as our improved advertising and recruitment efforts.
- We purchased much needed equipment that assists our entry level and high performance athletes of all ages.
- Our war canoe program has continued to develop and due in large part to the efforts of our members we are now having war canoe races at our local regattas. BCKC also raced war canoe at the Canadian Masters (CanMas) championships held in Regina.
- We made history within the CKBC community with our high school dragon boating program and regatta. We introduced about 600 Burnaby students to dragon boating and exposed them to our sport and our Club. Particular mention is to be made of the phenomenal job done by our volunteers in putting on such a well organized dragon boat regatta, with special thanks to Dave and the morning swim planning team.
- BCKC hosted 2 canoe/kayak regattas in early spring before the lake became too weedy to race on.
- Thanks in part to the successful fundraising event of last fall, BCKC has been able to provide better to our members by establishing new policies to pay for our athletes' race entry fees and boat transportation costs for local regattas as well as to provide financial support to youth athletes attending training camps outside the lower mainland.
- Lynn's introduction of our Monday Knight Biathlon Races have created a fun, competitive atmosphere encouraging our athletes of all ages to push ourselves in these fun training races as we compete for the Green Knight Trophy and the accompanying victory team picture on our web blog.

A key objective for 2006 was to improve our athlete recruitment efforts. The Club invested in colour brochures to advertise our programs. Our members set up a display at Brentwood Mall and participated in the Hats Off Day Parade, at both venues handing out brochures and speaking to the public about our Club. Each participant in the school dragon boating program received a Club brochure and a sticker displaying our Club name. Signs advertising the Club's website and phone number were posted in strategic locations within our community. The positive effects of this campaign are evident in the increased numbers of participants in Club programs, particularly summer camps and the new lessons program.

An area where our public exposure has been lacking is publishing in local newspapers the results of our athletes' performances at regattas.

Once again, I am grateful to Dave and Vicki for hosting our monthly general club meetings at their home. I am also grateful to the regular group who take the time to come out to these meetings to assist in discussion of issues.

Most importantly I am pleased that BCKC has once again been treated with fantastic volunteer support. Everyone is to be congratulated for our contributions. The commitment of our volunteers continues to be one of our greatest strengths. Particular mention is to be made of the trailer towing efforts of Dave and Heide, thank you both for volunteering your time and your big trucks. Debbie is deserving of thanks from all us athletes, I'm sure she has once again led the field in the number of regattas at which she has officiated. In closing I feel it is worth mentioning that it is very comforting to see the friendships that have developed within our Club, in fact, our BCKC group is feeling more and more like a family.

Sincerely,
Jeff Raymond
Commodore - Burnaby Canoe and Kayak Club

Appendix B: Coach's Report (Lynn Dagenais, Head Coach)

This year has been another growing year for BCKC. Not only has the club taken on more challenges with taking on all the financial responsibility to hire a full-time coach, but starting the school dragon boat program, while getting our name out to the community through mall displays and the Hats of Day Parade. I am overly pleased with the effort that the club has made to continue its growth.

The following are our programs from 2006:

School Dragon Boat Program

BCKC had over 600 students and teachers participate in this program. Overall it was a success. Many individuals put in hundreds of volunteer hours. The program could not have been run without the %100 support and contribution that Jeff Raymond had to the program. Our whole club volunteered at the BC School Dragon Boat regatta (Thanks Dave Nosella). The staff and volunteers worked very well together, and supported each immensely. This program looks promising for the future. We did not make any profit, and I think we will consider increasing fees next year as well as more support from the teachers involved

Learn to Canoe & Kayak Lessons

Success. 4 classes occurred over the spring and summer. The classes were almost full. Approx 12-15 participants in each lesson. First time offering these lessons and there was a great response. I suggest that BCKC needs more beginner kayaks in order for the full class to participate in kayaks at once and not split the class ½ kayak, and ½ canoe

Development and Junior Sprint Program

Only 3 "full time" Dev. athletes finished first full year of REAL year-round training. Many improvements. All attended the National Championships. Only 2 junior athletes, they trained mostly with the Dev. Athletes. They have made great improvements. This is a small group to work with, all different disciplines and speeds, therefore, they cannot train crew boats. I hope that as the years progress we can keep more of our younger athletes longer and grow these programs.

Beginner Program

8 participants, all but one had been involved with the club previously. This was a fun group to work with and we had many practice options, as they were a bigger group. Some of these young athletes will continue with the club throughout the fall and winter and I think this will benefit our club as a younger generation develops.

Masters / Adult Program

There were approx. 6-8 participants throughout the year. I really enjoy working with the adults as they are highly motivated and are a positive role model to the younger athletes. Most masters were able to attend CANMAS and BC Masters Champs.

War Canoe Program

This is our 2nd year running this program. We have a great group of participants and it is a wonderful social environment. This continues to be a slow process but I think over time we will have a strong program. BCKC was able to enter a Masters WC at BC Divisionals, CANMAS and BC Masters Champs. I would like to continue the program with the younger athletes as well.

Day Camp Program

This year was more successful than our 2005 Summer Camp. Many weeks were full. Experience coordinator, Alexandra Gyarmati, who trained new staff. Many repeat participants. Some continued into the Beg. Program. There was a great deal of positive feedback from participants and families. I think that BCKC needs more plastic recreation dolphin kayak boats for learning, and they are indestructible. A cleaner lake is necessary so that we don't have to hose off the kids at the end of the day!

Drop-in Program

Very successful. Coordinator, Alexandra Gyarmati and the summer staff worked the program. Between 5-40 individuals would drop-in during a Thursday session. When there were a high number of participants, the coordinator limited them to only 20 min in a boat, therefore very organized.

We as a club, have developed a good working relationship with CanoeKayak BC, as well as other clubs, including Gig Harbor, WA where a couple of our athletes and myself traveled for a mini training camp. This will continue to grow as we see each other at different regattas and another mini training camp over the winter.

I have had a busy year with coaching and my professional development. The following is a list of some of the activities, which I coached and participated in over 2006 outside of BCKC.

- Pacific Sport seminars (Microstretching/ Dartfish programming)
- Coaches Association of BC seminars (Medicine ball work, Reflections of Torino)
- Gig Harbor mini training camp
- BC spring training camp in Napa Valley, CA
- CanoeKids course
- Junior and U23 Canadian National Tour Team coach
- Training camp in FLCC w/ Sara Hopkins
- Training camp in Nanaimo w/ Ashley Rowe
- Western Canadian Summer Games meetings
- Sport Innovation Conference in Victoria
- National Development training camp (Turkey Bowl East) Ottawa
- Attending the National Coaching Institute for my NCCP Level 4 and Diploma in High Performance Coaching
- *National Development training camp (Turkey Bowl West) Maple Ridge - October*
- *Coaches of Canada – Coaches Summit, where I will be speaking on a panel with 3 other young coaches from across Canada. – Oct./Nov*
- *Sport Leadership Conference - November*

I am very happy to be at the Burnaby Canoe & Kayak Club. It is difficult for me to coach at training camps outside of BCKC and attend different events, as we do not have other coaching staff. I believe that we still have a lot to learn as a small club and still more to learn as we increase in size. We have strong and motivated group of athletes who I enjoy coaching and I look forward to many years to come.

Appendix C: Boathouse/Equipment Report (Katja Rademacher)

Good season for boats in 2006. Many new purchases and only minimal damage to existing fleet. Old fleet still needs quite a bit of touch up work done (blame the boathouse manager - didn't do a good job this season). If possible we should think about replacing some of those.

Front storage area stayed more organized over the season. Thanks to everyone for making an effort to keep it that way.

Motor care: We need to take better care of our motors (doing oil changes frequently, put up notice on white boat if motors not working etc). Not sure how to best deal with this other than give the task to the main users – Development Athletes – maybe coach could schedule motor care once a month or bimonthly (whatever is required) as part of practice. Just a thought.

A few reminders to all active members and coaches

- Boat storage, please return equipment to the same rack you got it from (goes for equipment that was in front of your boat as well).
- Paddle rack, please avoid hanging your spray skirt in front or onto the paddles. People trying to get a paddle out end up knocking off half the paddles on the rack.
- Winter is getting closer, remember to take care walking on the dock/ramp or inside the boathouse when conditions are wet – it does get REALLY slippery, ideally use two people to carry a boat to prevent boat damage and injuries.
- Bikes in the boathouse, please do not lean bikes against the paddle rack or boats.

Summary

New Equipment:

- OC1 C-Lion (missing outrigger)
- K2 SRS Sagitta
- 2 Trainer C1 SRS Vela
- 2 Trainer K1 Tornado
- 1 Trainer K1 Laser (used)
- 5 recreational canoes Clipper Yukon
- K4 Lightning
- Kid size wing blade paddles
- Recreational paddles
- Children's life jackets

Equipment Improvements:

- Canadian C4 refinished
- Grey Orion fully functional
- Fixed seam of red lancer
- C4 on loan for the winter from FCRC
- New screws and bars

Boathouse/Storage Improvements:

- small desk for front area
- added two lower kayak shelves on rack 2
- implemented outdoor storage system

Lake improvements:

- flag at the 500m mark for drop in (should we bring it in during the winter?)
- new ladders installed at 750m, 1250m and 1750m posts to provide more rescue opportunities during winter paddling
- one platform ladder had to be replaced due to beaver damage

Outstanding work:

- Fix Regina K2 rudder
- Fix Kirton K2 footboard
- Minor fiber-glassing work / hardware improvements on several boats in use (Laser, Lancers, Hawks)
- Better system for storing life jackets
- Improve outdoor racks to accommodate small boats
- Dredge the lake 😊