



BBOP April Board Minutes

Date: April 13, 2025

Time: 5:00 pm

Location: Sue's House
501 Everglade Rd, Bellingham

Executive Board: Meeting Date: 1/12/22/09/25 3/09/25 4/13/25
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President	Sue DeBari Janice Lapansky	✓ ✓	✓ ✓	✓ ✓	✓ ✓	
Vice President	Rachel Krinsky	✓	✓	✓	✓	
Secretary	Deborah Hall	✓	✓	✓	✓	
Treasurer	Sacha Bliese	✓	✓	✓		
Communications Director	Sarah Mendivel	✓	✓	✓	✓	

Appointed Members:

Head Coach	Sarah Tanuvasa		✓	✓	✓	
Equipment Manager	Blanche Bybee, Denise D (UL)	✓ ✓	✓	✓	✓	
Safety Coordinator	Paul	✓		✓	✓	
Racing Coordinator	Adrienne Douglass-Scott	✓			exc	
Membership Coordinator	Dawn Anderson	rpt	rpt	rpt	rpt	
TeamSnap Coordinator	Jessamyn Tuttle	✓	✓	✓	✓	
New Paddler Coordinator	Kim	rpt	rpt	rpt	rpt	
Fundraising team			rpt	✓	rpt	

Guests: none

- I. **Call to Order:** President Sue DeBari called the meeting to order at 17:09pm
- II. **Comments from members:** N/A
- III. **Order of Business (sequence subject to change):**
- IV. **Review/Approval of Meeting Minutes (March 9, 2025):** One correction to location of World Sprint Qualifiers - Vancouver Lake, WA. Motion to approve (Rachel); seconded (Deb). Minutes approved.
- V. **Reports of Coaches, Coordinators, and Directors:**
 - A. **Co-Presidents (Sue D & Janice [Interim]):**
 - N/A
 - B. **Safety (Paul):**
 - Discussed recent hulis in the bay. Per Rachel (VP) huli report not needed unless there is damage to equipment or injury.
 - Huli drill April 27 - Reminder will be sent that members need to sign up; Jackie and Blanche will create a set of instructions.



- Suggests Sarah T view and approve a video of a huli recovery as a possible pre-instructions for members (see Paul's email report)
 - Considering ladders on all canoes and including related instruction for huli drill
 - Paul will recruit help to load trailer on Saturday after practice; will put a sign-up for unloading at the CBC
- C. **Treasurer (Sacha):** summary & review of current finances.
- rec'd over \$1000 in donations
 - two winter race participants have requested refunds; Janice sent email addresses of all participants signed up to Sue for f/u
 - Discussed head coach discretionary fund. Motion (Rachel), Seconded (Sue) to amend the budget with \$600 for Head Coach discretionary fund. (See Head Coach report, below)
- D. **Maintenance (Blanche):**
- Maintenance day held a couple weeks ago to spruce up the carts, minor hull fixes, set-up radios in the locker. New plugs for keiki paddles installed. Foot braces for Ka'iminalu to be installed.
 - Carabiners installed for use to secure radios either to the canoe or to the pfd.
 - Mana o'i'o' still waiting for improvement in weather for fiberglass work.
- E. **Membership (Dawn):**
- Dawn requests to participate in bylaws review/revision
 - Discussed rostering teen paddlers separately so they could see who was signed up. Teen paddlers will be able to look at the sign-up to see who will attend a practice w/o a unique roster.
- F. **New Paddler (Kim):**
- Approximately 11 new paddler inquiries so far; of the 11, 3 have registered and joined the Rec & Racing Team; 8/11 have successfully registered as New Paddlers in TeamSnap; 4 have completed 1:1 orientations from a rec or a competitive coach and have begun paddling; 3 are signed up for Demo Day (May 4 10:30-12:30)
 - Copies of the paper waivers and a "donation envelope" have been added to the bbop file cabinet (top drawer)
 - A Team Snap email was drafted, proofed and sent out to the club announcing our first demo day and outlining the new paddler process.
- G. **TeamSnap (Jessamyn):**
- 99 full registrations; updated registration changes; seems more confusion about family registrations, so fielding more questions.
 - Discussed mandatory 4 volunteer hours for keiki parents. Jessamyn will add an "exemption" option for parents who register only a child/children in the keiki program.
- H. **Communications (Sarah M):**
- Shared keiki flyers with local agencies/businesses/museums.



- Posters displayed at the CBC and on the canoe rack advertising the keiki program with a link to the BBOP website.
- Janice will share intern recruitment letter and keiki promotional materials to entire membership
- Link to Squad Locker and poster with QR code will be created for posting at the CBC

I. Fundraising:

- Sarah M reported on behalf of Cathy G about volunteer opportunities at 7 local races where we would make money.
- SeaFeast booth would cost \$2000. Cathy requests an official response from the Board.
- Still waiting on payout from Squad Locker (in process).
- Possible pint night at Paws for a Beer

J. Race Coordinator:

- Clarified the role of the Race Coordinator (Adrienne): registration methods may differ among various races, but RC is responsible for making sure registration/waivers are complete and payment is made. Racers often reimburse the RC directly.
- RC is NOT responsible for making arrangements for accommodations for away race venues.
- Kai Pana has offered to help transport canoes if both clubs have crews competing.

K. Summer Race:

- \$1000 rec'd from PNWORCA membership enhancement grant; deposited in WECU account. These funds subsidize the cost of safety and escort boats and not income for the club.
- Registration is via PMS; volunteers will do the timing; exploring food truck as an option

L. Head Coach (Sarah T):

- Corrinina Gage is interested in coming around Memorial Day weekend. Sarah shared the challenges of this date and will ask about other dates. Thursday (filming), Friday, Saturday may work and will include both novice and experienced crews. Focus would be on how to provide feedback from coaches/steers. A survey will be sent to the membership to help decide. Fee requested is \$1000. May need to charge individual participants. Result of discussion on funding request included under Treasurer's report.
- Updated documents on steering page on club website
- Email forthcoming with updates for club
- Janice will share intern recruitment letter and keiki flyer with all board members and coordinators
- Sent email requesting people sign up for one or both of the proposed destination races, Queen's race (Kona) and Na Pali (Kauai).



VI. Continuing Action Items :

A. Trailer repair/ Replacement:

- Work by Chris Baker estimated to be \$3000. Janice asks for \$4000 for the truck.
- Truck insurance is due. Janice will renew, and ask for pro-rated reimbursement if ownership of truck is delayed.

B. Blood drive was a huge success!; Tentative date for next drive Oct 6th.

VII. New Action Items

A. Implementation of fee waiver in TeamSnap discussed. If a registrant chooses the fee waiver option, it will be visible in the type of payment report in TeamSnap. If they complete the fee waiver form, Janice will forward it to the Board.

B. Zeffy fundraising platform (tabled)

C. Discuss plan of action for bylaws edits (tabled)

VIII. Review calendar: [BBOP calendar 2025](#)

IX. Executive Session:

X. Lailima:

XI. Good of the Order:

XII. Adjournment: Meeting adjourned at 18:53

XIII. Next meeting: May 12th, 5:30 PM, location TBD

MEETING NORMS (from 2022):

General Interactions:

- Presume positive intentions from all board members (everyone is working for the best interests of the club and its members).
- We are all here because we love the club.
- Exchange information and ideas in a productive and open way without judgement or presumption.
- Approach all issues as a cohesive team.
- Diverse perspectives yield the best results.
- Listen actively to understand from elected and appointed board members equally. Listen without judgement. Respect people's time:
- Respect other board members' time when not in a meeting and try to keep emails from getting out of control.
- Come prepared to meetings by reviewing appropriate documents and considering agenda items.

Differences of opinion will occur:

- Listen to understand.
- Speak your ideas even if uncomfortable. If there are disagreements, make sure criticism is of ideas, not of person.
- Rather than "agree to disagree" talk out the differing viewpoints, find common ground
- Be open to the idea that a consensus decision might be better than the one you had on your own.