



**YUKON CANOE & KAYAK CLUB**

**Executive Board Meeting  
December 7, 2022  
Meeting Minutes**

**Attending: Lawrence Brennan, Derrick Law, Lauren Wonfor, Theresa Landman,  
Karen McColl, David Swinson**

**Regrets: Michelle Klaben (proxy to Lauren), Luke Morris**

**Call to Order: 7:15pm**

**1) Approve Agenda for December 7, 2022 Meeting.**

**Motion to approve: Lauren**

**Second: Karen**

**Passed**

**2) Review/Approve minutes from November 8, 2022 Meeting.**

**Motion to approve: Theresa**

**Second: Lauren**

**Passed**

**3) Financial Report (as of December 6, 2022)**

**Attachment: [Operation\_Budget\_22-23\_Dec6.xlsx]**

- **Current Bank Account Balance: \$51,023.49**
- **22/23 Operating Budget Net Income: -\$4,882.49**



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<b>Projected Income</b>	
Foundations & Podium Pathways Grants (January/February)	3500
Environmental Action Fund (January/February)	11,500
Go Digital! Fund (Approved, waiting for TPA)	3000
<b>Total</b>	<b>\$18,000</b>
<b>Projected Expenses</b>	
Mendenhall Outhouse Rental (Northwest Vacuum Services)	~5650.00
Teslin River Report	~1250.00
Gear Purchase (Raffle Proceeds)	1274.84
ED Wage	872.5
<b>Total</b>	<b>\$9,047.34</b>
<b>Projected 2022/2023 Net Income:</b>	
(Projected Income – Projected Expenses + Dec. 6 Net Income)	
	<b>\$4070.17</b>

**4) Executive Director’s Report**

*Fostering Community*

*Summer Programming*

*River Stewardship*

(RTR)

- Submitted application to YESAB & Yukon Water Board for Water License Renewal
- Submitted Expression of Interest (EOI) to CanNor for projects starting in 2023-2024 (\$6M)

(Project Thunderbox)

- Work with Abi Horobin on the Teslin River Summary Findings Report (2022)

*Club Governance*

- Fall Newsletter
- CPRA Application
- Draft Sponsorship Policy
- Board meeting prep



## YUKON CANOE & KAYAK CLUB

### *Projection for next month*

- WK and Tripping Manual
- Summer 2023 calendar
- Notice of Special Resolution (Constitution, Bylaws and waive review of the financial statements by a professional accountant)
- COVID-19 Nonprofit COVID Relief and Recovery Fund (\$10,000)
- Finalize Teslin River Report with Ric & Abi

### 5) Pool Update (Dave)

- a) **Diving board** – no longer allowed to lift board.
- b) **Dirty boats at last Saturday's drop in** – no new personal boats this year
- c) **Still waiting for a quote for renting the main pool.**

### 6) Membership Fees (Derrick)

#### *Background:*

- Current Fees:
  - Adult: \$20
  - Youth (under 18): \$10
  - Family (up to 6 people): \$40
- From 2021/2022 to 2022/2023, insurance cost increased \$2400 to \$3350 (40%)
- 2021/2022 Membership: 191 (\$3180)
- 2022/2023 Membership: 269 (\$4600)
- Membership fees have not increased in decades
- Suggested Fees effective April 1, 2023 (implemented March 1<sup>st</sup> for coming year)
  - Adult: **\$25**
  - Youth (under 18): **\$15**
  - Family (up to 6 people): **\$50**

**Motion: Dave**

**Second: Karen**

**Passed**



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**7) Sponsorship Policy (Lawrence)**

*Attachment:* [DRAFT\_SponsorshipPolicy\_Dec6.docx]

*Background:*

- Don't currently have one
- All current agreements with corporate sponsors are handshake deals
- Currently don't allow any advertising on Facebook page
- Potential for YCKC and YCKC members to receive more benefits as well as our sponsors

**Work in process – Lawrence to engage vendors**

**8) Executive Director budget Increase (Lawrence)**

*Background:*

- 2022-2023 ED Budget is \$15,000 (passed March 16, 2022)
  - \$1250/month (Does not include work with KDFN or YAC)
  
- YTD Spending: \$14,127.50
  - \$1765.94/month for  $\frac{3}{4}$  of 2022-2023 fiscal year
  
- Tasks not incorporated in budgeting process
  - Water License Renewal
  - CPRA Application (\$50,000)
  - CanNor EOI (\$6,000,000)
  
- Potential Funding to cover costs
  - CPRA - \$5485 (decision Dec.22)
  - Non-profit COVID Relief and Recovery Fund - \$10,000 (application deadline Dec. 31)

**Motion to add \$7200 for the 4 months remaining in this fiscal year for**

**ED salary: Derrick**

**Second: Lauren**

**Passed.**



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**9) Yukon Energy Corporation (YEC) Whitehorse Dam Water License Renewal**

*Background:*

- Currently seeking public input to prepare proposal for Renewal (May 31, 2025)
- 2 Options:
  - Participate in Community Advisory Group.
  - 1 on 1 meeting before March 31.
  - Potential to provide opportunity to grow relationship with YEC in regards to RTR

**Motion that Lawrence join the Community Advisory Group for 3 meetings between January and June: Karen**

**Second: Theresa**

**Passed**

**10) Paddling Film Festival**

*Background:*

- Last hosted in collaboration with Up North in 2019(?)
- Up North open to idea of sharing sponsorship with other local businesses (possible cash donation)
- \$695.00 for Hosting Rights (from Rapid Media)
- Renting Beringia Center - \$60/hr (min.3 hours)

**Lawrence to follow up with Rapid Media and Beringia for possible dates for April-ish.**

**11) YAC Picnic Table**

*Background:*

- YAC & YCKC have long history working together to build infrastructure and provide paddling opportunities for youth at risk
- YAC has 2<sup>nd</sup> picnic table available for the Bins gathering area
- asking \$500
- Has the potential to add to the community gathering vibe of the Intake.

**Motion: Theresa**

**Second: Lauren**

**Passed.**

**Meeting End: 9:20pm**

**Next Meeting: January 3, 2023**