

Outrigger Santa Cruz Board Meeting Minutes March 25, 2018

Meeting Time 5:00pm-7:00pm

Call to Order: 5:pm

Attendance: Pam Myers, Gayle Bensusan, Kyle Wade, Dave Waynar, Bob Ciotti, Kay Miyamoto, Tai Boutell, Duane Strong, Leslie Eurs,

Approve February Minutes: Pam motioned to approve the minutes, 2nd the motion, Approved.

Sargent in Arms – Kyle Wade

1. Kudos – 1 from each BOD member (5 min)

Kay -kudos to Doug Evers for attending the safety committee as a resource and attendees that come to the meeting who aren't board members; Gayle – Duane for putting a new lock on the shed and bulletin board that is in-closed; Leslie – to Kyle for driving us to the Sharks game and to Kim Sides for setting crews and workouts for Saturday March 24th albeit she is out of town; Tai – Yoko for helping the BOD with the reviving of the corporation; Theresa – Yoko, Tai, Phil for helping with the Corporation issue and Bob Darling and Kim for providing their records used when they were treasurer, Phil Crowley for helping make labels for filing; Phil – Yoko for helping the BOD with the tax issues and Theresa for all of her hard work and involvement as treasurer; Pam -Theresa for being an awesome treasurer and keeping track and doing all of the work involved and Tai for towing the canoes to Craig's in Watsonville for repair; Bob C. – Dave Waynar for chasing after the Tahitian canoe, Kyle – Tai for putting together the Sharks event; Duane – Tai for towing the canoes to Craig's in Watsonville for repair; Dave Waynar – to the entire board for ?

2. Protocol – Tai (5min)

A couple bullet points related to the Treasury. Who sets and enforces what policy. Only the Board sets and enforces policy. A wider latitude is given to the head coach in regards to the racing team, commitments and what canoes used during races. Other committees such as the safety and events Committee who do research and provide recommendations and are informational entities and the board makes the decisions. Executive committee – set up by board resolution who can set and enforce policy. Rule violation, Rule enforcement should be communicated through one person – The President of OSC – Providing a uniform presentation to the club members.

3. Treasurers Report – Theresa (10 min)

a. OSC Treasury Protocol

Regarding payment of membership dues – 1. no one should be collecting membership dues except the Treasurer. If somebody does give another board member a check, the

check goes in the mail box in the shed immediately. Phil suggest that there be two options only. You pay online or mail to the P.O. Box. 2. – The only people that can make decisions regarding payment options are Theresa the Treasurer and Tai the President. Funds should not bypass the treasurer. The accounting system is complex and if money is spent outside the Treasurers knowledge, a detailed itemized list need to be presented to the treasurer for accounting purposes. Its not the coach's discretion on how funds are to be spent. Funds spent must be documented and approved by the Board.

3aa. Theresa is asking members to pay membership dues by check or cash in lieu of PayPal. Service fees cost is \$7 per person who pays via PayPal and OSC's expense was \$800 in service fees for 2017. Check and cash payments are preferred however OSC has factored in the cost of using PayPal based on the convenience factor.

120 paid members currently – 39 recreation, 74 race, 7 junior. Harbor rent has increased by 2%. And now that OSC has added additional canoes to its fleet the rent will increase more than what was originally budgeted. Based on the budget proposed its presumed the budget will come out ahead \$3,500 - \$5,000 after the MBX.

As of March 23, 2018, \$25,000 in checking account and \$8,000 in savings account.

(See Attached Treasurer's Report, Balance Sheet, & Profit and Loss Statements dated March 25, 2018 & March 23, 2018)

Gayle motions to approve the Treasurer's Report,? 2nds, motion approved

b. Update on corporate status – Tai

For the State of California a Binder has been provided to include everything submitted this week. OSC's 2016 tax return, reviver application to revive our corporation, a registry of charitable trust. Turnaround time for each is possibly 90 days. Must have a Charitable Trust # before submitting the reviver application and tax returns before charitable Trust # can be issued. Cannot operate as a 503c nonprofit without a charitable trust #. An accountant was hired to assist OSC with the 2016 tax return due to income exceeding \$25,000. Also applying for our tax exempt status. The Federal has not suspended OSC's corporate status. To date cost are \$35.00, CPA - \$125.00 and \$40.00 penalty for 2016.

c. Next steps – Revive Corporation, Name Change, Sellers Permit

Change club name on a Federal level. Previous club name is still referenced on a Federal level. Obtain seller's permit for selling merchandise to avoid suspension of the corporation. Application process is involved and OSC must collect sales tax. For online purchase of OSC's merchandise, PayPal calculates the sales tax based on the city and county where purchased. Phil will research the cost involved to obtain a seller's permit and bring a proposal to the next board meeting.

(Seller's Permit Tabled)

4. Equipment Update – Duane (5min)

Derigged the double hull and rigged one Bradley canoe. Unrig Koholo and rig the Bradley canoe. Leave Koholo unrigged while Duane finishes repairs on the lakos. The

Amas and lakos for the other 2 canoes are set aside until the canoes being repaired at Craig's in Watsonville return. And then we will rig.

a. Club work day

An email to be sent out to the club members regarding their responsibility in helping keep the shed organized.

5. Website Update – Duane (3min) No updates or changes to discuss.

6. Pig Run April 21 – Tai (3min)

Phil Lewis is roasting a pig at the Moss Landing Country Club. 12pm start time from Santa Cruz with OC6 and OC1's Mostly racers and rec paddlers who feel they are up to it. Roughly 16-mile paddle. Kekai has been invited and their start time is the same. Both clubs to meet at Moss Landing for a Pig Party Luau. Not a race not an organized event. Need 60 people to make it work.

7. Events Committee – Duane (5min) – No Events to discuss.

8. Safety Committee Recommendations – Leslie Eurs (15min)

RE: Proposed Safety Committee Recommendations and Requirement Hand Out.

(See Attached) Bullet Points – Under Huli Practice and Recommendations – Phil suggest it's a good recommendation weather permitting. Pam does not agree that a huli recovery be required to renew membership. She's in agreement that Huli procedure be discussed with the paddlers and confirm that the paddler can tread water before they go out. Tai suggest that a Safety Manual binder be available in the shed referencing the Safety recommendations. PFD Recommendations – Per Gayle, she cannot modify the NCOCA Waiver. Gayle did add an addendum referencing able to tread water for 30 minutes and if not, you must wear a PFD. To abide by our Code of Conduct and to list any specific medical conditions. Leslie recommends reporting incidents that occur during practices or races on an incident report. For example, a Keiki getting cut in the parking lot. Albeit minor, good practice to document. Blank incident reports will be in the safety manual binder in the shed. The safety manual will be available for all OSC crews. Leslie recommends that an email go out to the leaders of all Crews – Mom's Pirates, Racers and Recreational informing them of this Updated Safety Manual and the location in the shed. **Attention all paddlers please be informed that there is now an updated Safety Manual located in the shed and on the OSC Website.**

9. Coaches Corner – Dave Waynar

Major things/events that we want to accomplish that has been very time consuming. Currently 12 Master Men paddlers and 24 Senior Master Men paddlers. Average of 4 boats on the water during practice. And 2 – 3 canoes during morning practice 5:30am. 12 paddlers going to Hawaii this weekend March 31st- April 1st doing the channel crossing From Kauai.

a. New canoe Purchase (20min)

RE: See Attached Breakdown of Cost, Yearly Expenses for Tahitian V6 Racing Canoe & Current Outrigger Canoe Inventory. 2018 Repayment of \$16,000 in Loans by OSC racing members.

Per Dave W. Makani Akua is an outdated racing boat and the spray skirt. Pam mentioned there is a Bradley division. Per Dave all the racer men are not interested in racing Bradley's. They want to race Unlimited and competitive boats. Men's racing program – Total Men 55, 3 crews -21 Open Men = 3UL's, 1 + crews - 10-Master Men = 1 UL, 6-crews - 24 SM Men = 1UL. Total Crews – 10. Total UL's needed: 5

Dave brought the canoe up for the club to try out, paddle and give feedback. The men paddled it, the women paddled it.

Total Cost: \$27,500 (includes 2 sets of lakos laminated wood and carbon fiber, Ama and spray skirt. **(SEE BREAKDOWN SHEET FOR ITEMIZATION of FUNDING FOR PURCHASE, FUNDRAISING EVENT, PREPAID 5 YEAR MEMBERSHIP – April 1, 2018 – April 1, 2022, 1K LOAN INTEREST FREE FOR 14 MONTHS, 5K LOANS INTEREST FREE FOR 14 MONTHS) TOTAL FUNDING AMOUNT \$27,950**

b. Sale of Corporate Assets:

Sale of Maka Nui – Rhino. Not much opportunity to sell. However Kimokeo from Maui is interested in buying it and is also interested in purchasing the stryker. We are looking at what is our oldest and unused canoes. There are willing to pay \$5,500 for the Stryker and \$3,000 for the Rhino. Dave Suggest this as an avenue towards payment for the loans. Theresa reminded the board that Makani Akua is used for rec paddle and Shared adventures. Per Dave it's a utilization issue. An avenue to offset the loans and update our equipment. Tai asked if there is a canoe in need of repair soon and if so, possibly sell in lieu of repair? Per Duane, currently all the canoes are in good standing. Guy and Kyle gave Dave Kudos on his time and research on how to obtain the Tahitian Unlimited canoe. Gayle's concern is that \$7,500 is still owed to Jacobs Heart and now the possible \$16,000 loan. Dave reminded Gayle that the Jacobs Heart Canoe is his responsibility and that OSC has paid only \$4,000 and that \$43,000 has already been raised in the last 2 years towards the \$50,000 5 year Contract agreement with Jacobs Heart.

Kyle Motioned to accept Dave's proposal for funding through fundraising events, prepaid 5 year memberships, 1K and 5K loans, Duane 2nd the motion, Motion passes. 5 yays, 3 nays and 3 abstained.

c. Live Like Jay (10min) Tabled.

10. OSC Community Resources Page – Lori Sanchez (5min)

Lori Proposes - Opportunities to strengthen our Ohana

1. To have an OSC Ohana community email. People can opt in to be on it or not. Duane volunteered to help with the technical part and Lori will manage it.
2. A Members Directory – to access and support the talented and professionals within our club. And an avenue for members to promote their services
Lori would send out an email to members asking if they are interested in participating in the OSC Ohana email and the Members Directory. On the membership dues letter two boxes will be added referencing these 2 questions and

on the Website under stay informed paragraph will be updated as well referencing the two email addresses – Ohana Community email and Membership Directory. Tai to send out an email to the club members introducing these two additional avenues of communication.

Kay motions to accept Lori's proposal to have the two additional OSC email list added to our website, Duane 2nds the motion, motion passes.

Gayle motions to adjourn the meeting, Kyle 2nds the motion, meeting Adjourned

Next BOD meeting April 22, 2018

**OSC Treasurer's Report
March 2018**

INCOME

Category	2018 Budget			2018 to Date			Differential	Notes
	Gross Income	Expenses	Net Income	Gross Income	Expenses	Net Income		
Membership Dues	\$23,000	\$0	\$23,000	\$14,534	\$0	\$14,534	-\$8,466	120 paid members: 39 rec, 74 race, 7 junior
Rec. Drop-In Fees	\$400	\$0	\$400	\$60	\$0	\$60	-\$340	
Aloha Festival	\$1,000	\$400	\$600				-\$600	
MBX Income	\$20,000	\$18,000	\$2,000				-\$2,000	Ambitious - probably will only profit \$750
Keiki Camp	\$3,000	\$500	\$2,500				-\$2,500	
Paddle Class	\$2,400	\$0	\$2,400				-\$2,400	
Donations/Fundraising	\$2,000	\$150	\$1,850	\$2,359	\$150	\$2,209	\$359	\$750 from Mike R. paddle
End of Season Party	\$1,500	\$1,500	\$0				\$0	
Club Store	\$5,000	\$3,000	\$2,000	\$1,548	\$0	\$1,548	-\$452	~\$800 is 2017 sales deposited in 2018
CPR Class	\$0	\$0	\$0				\$0	
Race Income	\$0	\$0	\$0	\$111	\$0	\$111	\$111	From 2017 MBX
Puakea Clinic	\$0	\$0	\$0	\$3,215	\$3,125	\$90	\$90	
Total Income	\$58,300	\$23,550	\$34,750	\$21,827	\$3,275	\$18,552	-\$16,198	

EXPENSES

Category	2018 Budget			2018 to Date			Differential	Notes
	2018 Budget	2018 to Date		2018 Budget	2018 to Date			
Harbor Rent	\$7,400	\$1,604					-\$5,796	2% rent increase as of 4/2018, plus adding a canoe (only paying for 8 right now)
Equipment Insurance	\$7,000	\$3,336					-\$3,664	Two years of insurance will be paid in 2018
NCOCA Dues & Insurance	\$725	\$740					\$15	
D&O Insurance	\$510	\$510					\$0	Originally budgeted \$550 - came in \$40 under
OC6 Repairs & Maint.	\$4,000	\$795					-\$3,205	
Small Boat Repair & Maint.	\$100						-\$100	
Trailer & Dolly Repair & M.	\$500	\$20					-\$480	
Canoe Painting & Re-Hab	\$2,000						-\$2,000	Two canoes currently out for rehab, estimated cost of \$2,000
Safety Equipment / Radios	\$400	\$76					-\$324	Added new category - used to be under OC6 Maintenance
New Equipment Purchases	\$0						\$0	
Administration Costs	\$1,750	\$422					-\$1,328	Increased to include fees associated with corporate suspension & TeamSnap subscriptions
Coaches Awards	\$775	\$263					-\$512	Costs from 2017 awards
Lighted Boat Parade	\$215	\$115					-\$100	Costs from 2017 parade
Community Outreach	\$0						\$0	
Jacob's Heart Commitment	\$2,000						-\$2,000	
Marketing	\$200	\$125					-\$75	
MBX Prize Savings Fund Inc	\$1,100	\$1,100					\$0	
Total Expenses	\$28,675	\$9,107					-\$19,568	

6:49 PM

03/23/18

Accrual Basis

Outrigger Santa Cruz

Balance Sheet

As of March 23, 2018

Mar 23, 18

ASSETS

Current Assets

Checking/Savings	
Checking Account	25,175.90
Savings Account	8,102.34

Total Checking/Savings	33,278.24
------------------------	-----------

Other Current Assets

Club Store Inventory	2,958.19
----------------------	----------

Total Other Current Assets	2,958.19
----------------------------	----------

Total Current Assets	36,236.43
----------------------	-----------

Fixed Assets

Club Equipment

Red OC1	1,500.00
Kaholo	18,000.00
Lapa Uila	15,000.00
Canoe Hauling Trailer	9,500.00
Kumulipo (OC1)	1,000.00
OC2	2,000.00
Maka Nui	4,000.00
Kananimauloa	8,000.00
Bruddah Nappy	5,000.00
Ho'omaikai	5,000.00
Makani Akua	7,000.00
Kane Dave Dyc	22,000.00

Total Club Equipment	98,000.00
----------------------	-----------

Total Fixed Assets	98,000.00
--------------------	-----------

TOTAL ASSETS	<u>134,236.43</u>
--------------	-------------------

LIABILITIES & EQUITY

Equity

Opening Balance Equity	130,658.13
Unrestricted Net Assets	-6,217.74
Net Income	9,796.04

Total Equity	134,236.43
--------------	------------

TOTAL LIABILITIES & EQUITY	<u>134,236.43</u>
----------------------------	-------------------

6:47 PM

03/23/18

Accrual Basis

Outrigger Santa Cruz

Profit & Loss

January 1 through March 23, 2018

Jan 1 - Mar 23, 18

Ordinary Income/Expense	
Income	
Pass Through Income	
Race Income	
OSC MBX Race Income	111.00
Total Race Income	111.00
Puakea Clinic Income	3,215.00
Total Pass Through Income	3,326.00
Donation Income	
General	120.00
Jacob's Heart	83.00
Total Donation Income	203.00
Indirect Public Support	
Amazon	12.53
Total Indirect Public Support	12.53
Program Income	
Club Store	1,548.20
Drop-In Paddle Fee	60.00
Fundraising Income	2,143.96
Membership Dues	
Rec. Paddler Dues	3,830.76
Race Membership Dues	10,195.33
Youth Membership Dues	507.64
Total Membership Dues	14,533.73
Total Program Income	18,285.89
Total Income	21,827.42
Expense	
Pass Through Expenses	
Puakea Clinic	3,125.00
Total Pass Through Expenses	3,125.00
Program Expenses	
Lighted Boat Parade Expenses	115.39
Fundraising Expense	150.00
Total Program Expenses	265.39
Administration Expense	
Race Program Admin Expenses	129.99
Marketing	125.00
Business Cards	29.42
Merchant Fees	0.30
Coaches Awards	263.37
Printing and Copying	42.51
Supplies	41.40
Website Hosting	73.50
Administration Expense - Other	105.00
Total Administration Expense	810.49
Equipment Maintenance Expense	
Safety Equipment / Radios	75.80
Canoe Dolly Expenses	20.00
OC6 General Expense	794.91
Total Equipment Maintenance Expense	890.71

6:47 PM

03/23/18

Accrual Basis

Outrigger Santa Cruz
Profit & Loss
January 1 through March 23, 2018

Jan 1 - Mar 23, 18	
Insurance Expense	
Liability insurance - D & O	510.00
Liability Insurance - NCOCA	410.00
Property Insurance	3,336.00
Total Insurance Expense	4,256.00
NCOCA Expense	330.00
Harbor Rent	1,603.92
Total Expense	11,281.51
Net Ordinary Income	10,545.91
Other Income/Expense	
Other Income	
Savings Account Interest Income	0.13
Total Other Income	0.13
Net Other Income	0.13
Net Income	<u>10,546.04</u>

PROPOSED
SAFETY COMMITTEE RECOMMENDATIONS & REQUIREMENTS
(OSC BOD meeting 3/25/18)

OSC's Safety Committee purpose is to recommend and advise BOD towards compliance with paddling safety rules and regulations that substantially exceed the regulations required by the NCOCA and the Coast Guard.

Safety Manual – NCOCA requires a Safety Manual to be kept on site; recommendations:

- Link created to online Safety Manual
- Online Safety Manual will be printed, stored in binder kept in file drawers in shed
- Online updates will be printed; put into manual

Documentation – NCOCA requires documentation to be kept in regards to paddlers on the water, float plans, incident/occurrence reporting. Recommendations:

- *Spiral bound log book* signed in by each paddler at time of arrival for any OC6 paddle; top of page has date, time paddle is starting, estimated time ending, float plan if known
- If leaving in a single OC6 or any small canoe, *let someone/anyone on land know your plans (float plan) in regards to estimated time of return and destination*; a text to 831-535-2971 is available for this purpose; let whomever the contact is, know when the canoe has returned
- *Blank Occurrence/Incident/Accident Reporting Forms* provided by the NCOCA will be kept in a folder within shed; use for anything from an occurrence (ie: keiki receives a minor cut on foot walking through parking lot) to a higher risk incident (ie: huli, swamping, surf, rocks, equipment involvement); information ideally is gathered within 72 hours; contact Safety Officer.
- Documentation of *OC6 use* outside of regularly scheduled groups is *noted on Club Calendar* via reservation process; documentation of use of small canoes is through an online sign-up.
- Bring awareness to existing online form titled "Questions, Suggestions, Concern?".
- Consistent web based tracking of updated waivers; work in progress

PFD's Recommendations:

- ~~Add clause to waiver: "I have been informed that it is recommended I wear a PFD. I am waiving this option."~~ (initials). Reason: ~~PFD's are the #1 item that may keep you alive.~~
 - Add clause to waiver: "I know I am responsible for insuring that I can tread water in 50-55 degree ocean water for 30 minutes." (initials)
 - OSC OC1/OC2 paddlers wear PFD
 - Over time, gradually upgrade type of PFD's
- RECOMMENDATION*

Site Safety Recommendations:

- *Safety Sign* hung inside shed containing emergency information:
 - Call 911
 - Address of OSC shed location

(page 2 – Site Safety cont.)

- Location of closest AED
- How to perform CPR
- *Sign around canoes informing public to stay off canoes to avoid injury (already BOD approved in 2017)*
- *New bulletin board w/ information:*
 - When/how to file an incident report
 - Online link info to: “Questions, Suggestions, Concerns?”
 - Basic Safety Checklist
 - Links to check conditions
- *Reference binder how to:*
 - Use of radios
 - Pre-paddle safety checklist
 - Lifevest use, storage and care
 - Rigging card
 - Include maps, charts
 - Newcomers Day Checklist:
 - Introductions
 - Waiver review
 - Size up w/ paddle
 - Crews set by *Leader-of-the-Day*
 - Steersperson reviews:
 - Technique
 - Verbal commands
 - Seat assignments & responsibilities
 - PFD useage, try-on
 - Huli
 - Radios/dry bag
 - Loading & unloading OC6's

Certification on Club OC1/OC2 Recommendations:

- For an appointment to become certified, contact either Duane S., Pam M., Tai B. Matt L.
- Quarterly announcement to all members regarding small canoe certification
- Huli recovery demonstration by paddler being checked out

Surfing club OC1, OC2, OC6's Recommendations:

- OC1, OC2: NO! Consequences:
- OC6's: racer training purposes only; stay away from public
- Use of link: “Questions, Suggestions, Concerns?” and incident reports for occurrences

Keiki/Juniors Recommendations:

- Future exploration of 'Safe Sport' training and background checks for those working with paddlers age 17 and under.

(page 3 - Keiki/Juniors cont.)

- Orientation meeting for Junior Program and Keiki Camps prior to start date; review waivers; meet with individual parents to hear expectations/concerns and review any questions regarding waivers. Notes taken on individual's waiver regarding parent/coach consultation.
- Paddlers age 17 and under cannot bring a pre-signed waiver.

Huli Practice Recommendations:

- All groups/crews practice quarterly in realistic water conditions.
- Verbal review prior to each paddle.
- Practice w/ spray skirts on.
- Practice in both Specs and Unlimited OC6's.
- Practice how to stop a huli.
- Track w/in club that each paddler has experienced a huli recovery 1x/yr ~~before being able to renew membership.~~

General Safety Recommendations:

- Use of the "buddy system" with Newcomers
- Weight the ama as conditions dictate
- If a paddler is inappropriately dressed suggest borrow appropriate clothing or return another day
- Wear bright colored clothing
- Identify Leader-of-the-Day
- Equipment:
 - have a paddler wear the whistle stored in the dry bag
 - extra quick straps added to dry bag
 - ladder strap attached to vae
 - always carry extra steering blade and paddle strapped to iako
- Be back to launch ramp by sunset
- One voice as:
 - Leader-of-the-Day for paddle
 - within the OC6

Topic	Comments / Notes / Thoughts	Action Items / O&A
Safety Committee Introduction	<ul style="list-style-type: none"> - Introduction: Sean Swing, David Bell, Mike Martinez, Tim Herring - Sign-in with your email so SC can have a dialog with everyone - Reviewed Mission - Ensure we work together to mitigate risk so we can ensure we can get supportive insurance agreements and keep everyone safe 	Link to Presentation: https://goo.gl/SrSKjT
Safety Guidelines	<p>Q: How many of you have some type of safety posting at your club?</p> <p>A: Some have...</p> <ul style="list-style-type: none"> - posted on club's practice board - posted on club website - related more to personal safety and practice safety vs racing safety - outdated 	
PFD Usage	<ul style="list-style-type: none"> - Increase use of PFD's (USCG approved types vary...so, something is better than nothing)! - OC1: Waist pack version is nice but knowledge of operating the PFD is not always known or easy. Safety Committee recommends vest version. - OC6: Requires maintenance. Sun, salt water causes wear & tear. Each club should have a plan to replace PFD's each year. - <i>PFD's work best when already wearing!</i> - Remember: responsibility falls on the club for EACH paddler - Thought: early in the season, consider having people tread water without a PFD. Each person will understand their limits in the water without YOU being the 'bad guy' - Club OC1 boats: consider using club OC1's during club scheduled practice. - Reach out to NCOCA clubs & understand needs - Draft safety guidelines - Implement - Measure and fix what needs improving 	
SC Work Plan > Do > Act > Check		<ul style="list-style-type: none"> - NCOCA boats have a flag - Unlimited vs spec - unlimiteds will have a staggered start after spec
Long Distance Races	<p>5 boats total:</p> <ul style="list-style-type: none"> - 3 NCOCA boats will be on the water - 1 NCOCA Lead boat with an Operator + NCOCA official (Race Chairman - Junior) - 1 Host Club tail boat with an Operator and Safety crew member - Limit photographers, spectators on NCOCA boats as NCOCA is meant for safety & race management as their primary function 	<p>On the Men's race an official will replace Junior as starter. Unlimiteds will start 10 minutes behind the main field. Let's get all the information on the the safety boat drivers by the April 22 meeting or sooner. Club safety boat is not to be used to follow the hosting clubs canoes. Orange buoys will be used for the start line and where else needed. Will also use safety boats at the start line. The lead boat will be the only boat that will not have a safety crew member. The lead boat will just follow the scheduled course of the races.</p>

Topic	Comments / Notes / Thoughts	Action Items / Q&A
Safety Crew	<ul style="list-style-type: none"> - interface with agencies & USCG - monitor race conditions and change course as needed - gather racers at starting line and start of each race - follow canoe during the race: (1) lead boat; (3) NCOCA chase boats; (1) sweep boat - provide assistance / direction for crews - assist with rescues as needed - "Everyone that was right is dead". <i>It's YOUR job to avoid collision</i> - on USCG website, "notice to mariners" page will list races with start times and channel frequencies of all races 	<ul style="list-style-type: none"> - Host Clubs: provide boat name, skipper name & boat size / type to USCG - Link to safety website: https://www.boatus.org/california/ - Courses: http://californiaboardcard.com/courses/
Canoe Equipment	<ul style="list-style-type: none"> - extra paddle - tow rope - basic first aid kit - whistle - throw bag - VHF radio - course maps - Host Club trail boat will have AED 	<ul style="list-style-type: none"> - Host Clubs: provide planned course maps for EACH (5) boats on the water - Host Clubs: provide contingency race course map for EACH (5) boats on the water - Flare training: Shawn has expired flares to practice at your site
Long Distance Race - Host Club	<ul style="list-style-type: none"> - provide planned and contingency course maps + posted on NCOCA trailer - conduct MANDATORY steersperson meeting to discuss water contingencies - spot checking safety bags - all persons meeting prior to start of race and notify where first aid is located - SC will have a "sign-in" check in - 6 good condition PFD's fit for users on the boat - bailing bucket(s) - spare paddle and/or steering blade (on iako) - sound signaling device (whistle / horn) - tow bag (100' - 150' rope for OC6) - canoe skirts (SC will inspect canoes prior to race) 	<ul style="list-style-type: none"> - Good to have spare cinch straps - SC to build a recommended equipment list for shopping ;) - skirts: all seats should have them
Long Distance Race - Canoe requirements	<ul style="list-style-type: none"> - safety in numbers - go out in numbers are always a good thing - have a "float plan" and let someone know - bring a PFD (the law); wear a PFD (makes sense) - bring a safety bag (rope, cell phone / VHF, whistle, etc) - dress for the water, not the air - USCG encourage to mark / label your water craft with a waterproof label (name + phone) - "1-10-1 Rule": 1 minute to go into shock / 10 minutes before you're incapacitated / 1 hour before hyperthermia sets in (http://www.coldwaterbootcamp.com/pages/1_10_60v2.html) 	<ul style="list-style-type: none"> - Ke Kai Ouhane has a separate private Facebook group just for OC1 paddling so entire club is aware of who went out, when and when they returned - USCG has a free label: https://www.canokayak.com/fouring-kayaks/message-from-the-coast-guard-put-a-sticker-on-it/
OC1 Safety	<ul style="list-style-type: none"> - the law: kids 13 and under MUST wear properly sized PFD - the law: PFD's must be easily reached, in good shape and sized for wearer - if your PFD's look worn, damaged, replace it 	<ul style="list-style-type: none"> - PFD's should have a USCG "certified" label. If not, it's a 'floatation device'

Topic	Comments / Notes / Thoughts	Action Items / Q&A
Hull Drills	<ul style="list-style-type: none"> - hull's don't happen when it's calm and warm. Train for racing conditions - wind, current - dry practice is a good idea - check out the video on the NCOCA website: http://www.montereymotiongraphics.com/hull/story_html5.html - practice with spray skirts too - during a race, if you're hulled, crew must listen to the safety boat to ensure people safely on water (sometimes, there's a tanker coming toward you, but your crew is focused on getting back in the race) 	

From: OSC
To: osc@osc-lists.org
Subject: [OSC] 2018
Date: Wednesday, March 14, 2018 6:25:51 PM
Attachments: [ATT00001.txt](#)

Aloha.

I am really proud to usher in the 2018 season as Outrigger Santa Cruz's Head Coach.

With this comes a lot of responsibility including continuing to build up both the men's and women's racing programs and bring OSC into the progression of the sport.

I am also will working to expand the youth program as well as help support all other aspects of the club including the recreational program.

I have an amazing coaching staff in place and we have brought on some really truly talented paddlers. We have 20 guys just in the Men's Open program itself. This is just one example of our growth which is a result of the continual progression in training and coaching.

With that progression, we are looking to progress our equipment as well.

We currently have 5-7 men's crews that we can put on the water at anytime with 3-4 of the crews able to race unlimited division. We have also increased the women's program substantially in teaming up with Pu Pu O'Hawaii. Unfortunately we only have 2 unlimited canoes.

We are working hard to add a 3rd Unlimited canoe. We have been trying out a top of the line Tahitian canoe. As Coaches and paddlers have been testing the canoe out and providing feedback, we are set on targeting the purchase of a new
• Tahitian FAI Va'a 6 man racing canoe with all carbon fiber iakos and ama.

The canoe is far more stable than the Puakea yet in side by side comparison just as fast on the water. The canoes are designed to have a longer water line when weighted which helps the canoe track and allow the steersman to paddle 60-80% more than the Puakea.

The canoe is quicker to turn the Puakea and the ama is far more stable in the water.

The second reason for the prospective purchase is the following: Matt and I recognize that many of our racers have come from the recreational program at OSC. So we would like to be able to provide access to a Puakea Unlimited canoe on a consistent basis so that the recreational paddlers can get to experience the same benefits of paddling an Unlimited canoe vs a spec canoe. The unlimited canoe would be available for the rec program on each day they go out. Dave Dyc was an amazing paddler who always considered new paddlers as the core of

building any paddling club. So we believe the Makani Kane Dave Unlimited canoe would be perfect for achieving this goal.

We have already secured \$6K in sponsorship for the new Tahitian Racing canoe. But Matt and I wish to also ensure the club is financially secure for years to come while also bringing the club into the next stage of competitive progression.

We are looking for the following pledges and will present these to the Board on the 25th of this month for approval:

5 paddlers willing to pay \$1,000 up front for 5 years of OSC racing membership dues.

2 paddlers willing to pay \$5,000 as a loan to OSC for a 16 month term in exchange for club membership for 2 years and full 100% of \$5,000 repaid after 16 months.

We are currently just looking to see who would be in a place to help OSC in this goal. There has been no official decision by the Board to purchase the canoe, only the goal of looking into feasibility of being creative in working towards the purchase.

We would love to see this progression in our club happen for all paddlers and we feel that the goals we have set out to see come to reality will become a reality with your help.

If you wish to further discuss this in any way, please feel free to contact me via direct call, email, or text.

Huge mahalo for any and all considerations.

Dave

David Waynar
Outrigger Santa Cruz
Head Coach
(831) 227-9749
davidwaynarosc@gmail.com

Purchase of new Tahitian FAI Va'a outrigger racing canoe

Total Cost: \$27,500

Canoe:	2018 custom built FAI Va'a carbon fiber racing V6	\$23,500.00
Iakos:	Laminate wood iakos (included)	\$0.00
Iakos:	All carbon fiber	\$2,000.00
Ama:	All carbon fiber (included)	\$0.00
Spray Skirts:	Custom from Tahiti	\$2,000.00
Total:		<u>\$27,500.00</u>

Funding for purchase:

Sponsorship:

XXX	(Business name placed on canoe)	\$3,000.00
XXX		\$1,000.00
XXX		\$ 500.00
XXX		\$ 250.00
Total:		<u>\$4,750.00</u>

Fundraising Event

Prepaid Team Building event for Saint Francis High School volleyball team (Mike Ruben)	\$1,600.00
Paddling adventure auction for up to 16 guests	\$1,600.00
Total:	<u>\$3,200.00</u>

Prepaid 5 year racing membership:

XXX	\$1,000.00
XXX	\$1,000.00
XXX	\$1,000.00
XXX	\$1,000.00
Total:	<u>\$4,000.00</u>

\$1K loan for 14 months (Receipt and promissory note provided)

XXX	\$1,000.00
Total:	<u>\$1,000.00</u>

\$5k loan for 14 months (Receipt and promissory note provided)

XXX	\$5,000.00
XXX	\$5,000.00
XXX	\$5,000.00
Total:	<u>\$15,000</u>

Total Funding Amount: \$27,950.00

Sponsorship:

All sponsors have made checks out to OSC. Only one sponsor (\$3,000 sponsorship) will have name on the canoe. Receipt of sponsorship (donation) to be provided upon receipt of the checks to the Treasurer. Sponsorship good for 1 year with option for renewal.

Fundraising Event:

Saint Francis High School women's volleyball Team Building event:

Mike Ruben has secured prepayment for a team building event for a Women's Volleyball Team during the summer of 2018. The event will be staffed by paddlers in the OSC men's racing program. The event will be on a single day on the weekend and be ~ 3 hrs long. Club canoes will be used for the event and consist of dryland events as well as on the water paddling. The event coordinator is Mike Ruben and the liaison is David Waynar.

Paddling adventure auction:

On 3/24/2018, an auction for a paddling day for up to 16 guests auctioned for \$5K at a fundraising event for Saint Francis High School. The paddling event will take place during the summer of 2018 and will be staffed by the Men's Racing Program. The event will include but not be limited to: paddling and safety instructions, pre paddling events, paddling on the ocean, and post paddling events.

Prepaid 5 years racing membership:

All prepaid memberships will be for racers in the mens racing program and will be effective from April 1st, 2018 to April 1st, 2022. If the member leaves before that time, no reimbursement by OSC is required. A \$1,000.00 check for each 5 year prepaid member will be provided to the the Treasurer and a receipt will be issued to each member.

\$1K loan for 14 months

One men's racing program member will loan OSC \$1,000.00 with no interest for 14 months. Upon OSC Treasurer receiving the check in the amount of the loan, a receipt and promissory note will be issued to the lending member. OSC will pay the loan amount in full by August 1st, 2019.

\$5k loan for 14 months

Three OSC men's racing program members will loan OSC \$5,000.00 each with no interest for 14 months. Upon OSC Treasurer receiving the check in the amount of the loan, a receipt and promissory note will be issued to each lending member. OSC will pay the loan amount in full by August 1st, 2019. Each lending member will be compensated with 2 years racing membership at no charge. Membership will be active from April 1st, 2018 to April 1st, 2020.

Yearly expenses for Tahitian V6 racing canoe:

Insurance:	\$630.00
Harbor storage:	\$696.00 (\$58/month - standard among all OSC canoes)
Total:	\$1,326.00

2018 Repayment of \$16,000 in loans by OSC racing members:

New equipment purchase budget:	\$5,000.00
Team Building event for Saint Frances High School football team:	\$3,000.00
Pono restaurant fundraising event:	\$5,000.00 (min)
Live music	
Hula	
Taiko Drummers	
Raffle	

Note: All day event, \$50 per person

Auction4nonprofit:	\$3,000.00 min
Accupuncture:	4 treatments
Chiropractic:	4 treatments
Yoga:	4 training sessions
XFit Training:	4 training sessions
Professional Car Wash:	4 complete car care washes
Delaveaga Golf Course:	4 rounds of 18 hole golf
Waimea Plantation Cottages Vacation Stay:	4 night stay on Kauai
Club Ed surf school:	4 surfing lessons
CoveWater SUP lessons	4 SUP lessons
Family Cycling Center Bike Rental:	4 days mountain / road bike rental / demo
Volleyball Training by Professional Coach:	4 days training / coaching
Chauffeur, canoe ride, movie, dinner for 4:	4 person event for single day
Pacific Edge:	4 day climbing pass
50 /50 Raffle:	\$2,000.00 -\$5,000.00

\$10 raffle tickets. All \$ handled via OSC website. ½ of proceeds are provided to winner of the raffle. The remaining ½ is retained by OSC. Promotion via all social media platforms. Non-profit organizations are permitted to undertake charitable raffles as long as those raffles are pre-registered with the California Attorney General (Form CT-NRP-1) and the raffle results are reported after the raffle is conducted (Form CT-NRP-2).

Total Projected Fundraising for reimbursement of OSC Loans: \$18,000.00 - \$21,000.00

Current Outrigger Canoe Inventory:

1-	# 80	Kai Malama Keiki	Unlimited	Puakea
2-	# 79	Makani Kane Dave	Unlimited	Puakea
3-	# 144	Lapa Uila	Lightning	
4-	# 42X	Kaholo	Lightning (composite)	
5-	# 32X	Kananimauloa	Mirage	
6-	142	Bruddah Nappy	Striker	Bradley
7-	143	Ho'omaikai	Striker	Bradley
8-	41	Makani Akua	Bradley	
9-		Maka Nui	Rhino	

Current Racing Canoes:

1-	# 80	Kai Malama Keiki	Unlimited	Puakea
2-	# 79	Makani Kane Dave	Unlimited	Puakea
3-	# 144	Lapa Uila	Lightning	
4-	# 42X	Kaholo	Lightning (composite)	
5-	# 32X	Kananimauloa	Mirage	
6-	142	Bruddah Nappy	Striker	Bradley
7-	143	Ho'omaikai	Striker	Bradley

Competitive Racing Canoes + spray skirts:

1-	# 80	Kai Malama Keiki	Unlimited	Puakea
2-	# 79	Makani Kane Dave	Unlimited	Puakea
3-	# 144	Lapa Uila	Lightning	
4-	# 42X	Kaholo	Lightning (composite)	
5-	# 32X	Kananimauloa	Mirage	

Men's Racing Program members:

Open Men:	21	3 crews +	2018 racing Unlimited	= 3 UL's
Master Men:	10	1 crew +	2018 racing Unlimited	= 1UL
SM Men:	24	6 crews	2018 top crew racing Unlimited	= 1 UL

Total Men: 55 Total Crews: 10 Total UL's needed: 5 UL's

Consistently on water at practices up to 3/24/2018:

2+ Open men's crews
 1 Master crew
 2+ SM crews (includes 1 top SM crew)

Total UL's needed based on actual current practices to date: 4