

Venue Planning Report – March 31, 2016

The following is a report on our meeting of March 17, 2016.

The members present were Emily, Dianna, Lynda, Ann, Terri R, Sonja, and Juliette. Regrets were Bev, Dorey, Hanna, Joanne, Laura C, Pearl, Shirley, Terri O, and Kris.

Welcome to our new members, Sonja Glyn-Williams, Terri Ross, and Kris Barton. We were able to fit them into the venues that worked for them.

We have the following pods per venue:

Vancouver - Dianna, Dorey, Juliette, Laura

Lethbridge. - Joanne, Ann, Kris (with Shirley as resource)

Calgary - Lynda, Bev, Sonja. (with Joanne and Dorey as resource)

Edmonton - Hanna, Shirley. (with Emily as resource)

Penticton. - Pearl, Terri Ollenberger, Terri Ross. (with Dianna as resource)

The duty list entails :

- hotel booking
- registration including tent rental
- travel bookings including air, bus, shuttles, and/or car pool
- establish a roster to be submitted for attendance. A representative from each pod can present the sign up list at the Paddles Up Party
- book a practice time
- check out venue themes and spear head a plan
- waivers signed
- rooming list
- Investigate a ruling on a table for selling goods for fund raising in our tent in each festival
- Information package

We discussed the details per venue.

Vancouver- June 17-19 - 1 crew

Dianna booked 2 hotels. It was decided that the Holiday Inn on 711 West Broadway was a better choice. It is about a 15-20 minute walk. We have 5 rooms with queen beds and 5 with double beds booked.

Dianna will look into the possibility of more queen rooms. She will also check into the breakfast and fridge question.

Dorey booked the flights with Westjet. CIBC is looking after the tent and practice fees. It has not yet been determined if they will provide food. Juliette will look into the shuttles.

32 have signed up. The 6 week cut off falls after the Paddles Up Party, so the roster can be updated with \$200.00 cheques then.

Lethbridge - June 24-26 - 1 crew.

Registration, tent and rooms at Lethbridge College are booked. Practice time and cost not yet determined.

It has become a tradition to provide a dinner at the college on Saturday night. We discussed that it was a good idea to take care of that task with our group.

Calgary - August 13-14 - 2 crews.



Sistership Fundraising Report

March 31, 2016

Meeting Summary: March 29th, 2016

1. Race Shirts

Plans are underway for the race shirts. We have decided to go with the previous supplier, Hayman (which was bought out by an American company "Jakroo"). The shirt style is the same one that was displayed at one of the dryland practices, with the zipper style and wick away material.

We have also just received news that "Jimi" who previously designed the Sistership race shirts has agreed to design our shirts again.

Final design will be passed by the board before ordering. Timeline is still good for our first race in June.

2. Selling at Festivals

- i. A new set of cards with the Chandra Gilberts print have been ordered and will be sold at festivals for \$20 a set.
- ii. A photograph of a print from two past paddlers will be made into cards, also to be sold at festivals along with Chandra's cards.
- iii. We are currently investigating shirts clips with the Sistership logo on them to also be sold (similar to the ones given out in Montana).

One of the things we are need clarity on are the rules around selling at festivals.

3. Current Funds Raised (Summary)

CIBC	\$ 500
Calgary +55 Hockey Association	\$2,000
True Beauty Foundation	\$ 500
Casino (Tip Money)	<u>\$ 55</u>
Total	\$3,055



**Sistership Dragon Boat Association
Registrar's Report
March 31, 2016**

2016 Membership

The active paddler list now stands at sixty-four with thirty-one on the early crew and thirty-three on the late crew.

Ten of the new and returning paddlers have not submitted the Physician Health and Assessment form, and two of those who did only handed in the first two pages. The third page contains information about paddling requirements and the intensity level of the sport. This has to be signed by the practitioner, as many are not aware of the physical effort involved with paddling.

Submitted by Frankie Poulain
Registrar



Report #3

Operations Committee

Committee Members:

Karen Turner
Delores Gunning
Colleen Skoropata
Joyce Davies
Mary-Ellen Baldwin
Jane Appel

March Update:

Meeting date: March 28, 2016

- Received boat stickers from City of Calgary – will pass to Laura Connelly.
- Filled out the forms for Doug Bruneau – Glenmore Reservoir with regards to 2016 User Group Application – we should be hearing back from Doug as to the Reservoir User Group meeting.
- Notice went out to new members and existing members that did not participate last year for the boat safety capsized drill at MRU – April 2, 2016 (9:30-10:30)

Regards,

Karen



Events Committee

March Update:

- Event committee met on March 16th to plan the Paddles Up event.
- Attendees: Alison Schmal, Elaine Carle, Heather Meadows, Holly Hurst, Laura McNeill, Lynette Andrews, Marge Robinson, Maureen Darrell, Stephanie Benson
- Regrets: Elizabeth Chong, Janet Biagioni, Marie Wilcox, Marilyne Leckie
- Party was already booked for Friday, May 6th at the Canoe Club
- Decided on a theme - Paddles Up Luau – Hawaii/beach party
- Will include a photo wall – Laura McNeill to organize
- Holly Hurst will act as MC
- Heather Meadows to create invitation
- Planned meal and divided up tasks and food to bring to each committee member
- Requested form and deposit from Deidre Palik
- Need to know what tables are needed for other committees and what else we will be doing (paddles/shirts hand out, new member welcome etc.)?
- Do we want liquor at event? If so, who gets the liquor licence?

Regards,

Alison

COMMUNITY RELATIONS BOARD REPORT MARCH 31ST 2016

- CR Committee met March 16th to discuss Events Calendar for 2016.

Present: Jocelyne, Busslinger, Cheryl Lamers, Heather Berezowski, Fiona Hayes, Cyndie McQuat, Alana Arthur

Regrets: Sophia Lang, Anitra Mamen, Diane Anderson, Tracy Fox has just recently joined.

- YMCA STRONG KIDS CAMPAIGN

Cheryl Lamers to manage donations from Sistership members March-April 2016.

- Media

Heather Berezowski will be responsible for communication through media for Sistership.

Terri Ollenberger will manage the Facebook Page and Sistership Website for 2016.

- PROPELLUS Seminar attended by Jocelyne on Feb 26th where networking with 22 non-profit organizations re volunteer recruitment and retention strategies.

- 2016 CALGARY WOMAN'S SHOW : April 16th-17th

- Scott Schroeder from EFW has confirmed we have a booth at event. Jocelyne will liaise with Sam Watterson re event as last year.

Request for volunteers sent and 15 members have responded to assure a successful weekend promoting Sistership alongside one of our major sponsors

- CAMP CHIEF HECTOR TEEPEE SET-UP APRIL 30th 2016

Information letter and request for volunteers to be sent by April 1st.

3 committee members assigned to plan menu for lunch on Camp day.

Next CR Meeting April 14th at 6:30pm to be hosted by Sophia Lang.

Submitted by,
Jocelyne Busslinger

A question arose on a reduction in registration fees for charitable organizations. Lynda will look into this. She will also confirm that invitations have been sent out to visiting teams. I have received and responded to inquiries from Chemo Savvy from Winnipeg and Breast Friends from Edmonton. We also discussed the BC ceremony with doves and the piper. I will bring this question to the board.

Edmonton - August 19-21 - 1 crew

12 rooms have been blocked at the Chateau Lacombe. The rooms have double beds and provision is made for those who wish to share 2 per room. This includes parking and breakfast for \$10.00 at the restaurant.

Registration is not up yet.

Penticton - September 9-12 - 1 crew.

Registration, and National Motorcoach have been booked as well as 9 rooms at the Super 8 hotel. It was all that was available at the time. One room is for the bus driver and one for the coach. These have queen beds and include breakfast.

We have brought our own tent in the past and will do so again.

Practice time and cost not yet determined.

Our new coach, Chelsea will accompany us to all the venues. She will provided with her own room.

The group was informed that next year marks Sistership's 20th anniversary. There will festivities involved that are being discussed.

Juliette provided a brief on Florence in 2018. She is developing an INTEREST MONKEY to determine the numbers. There are no specific dates as yet, only that it is sometime in July.

Sending 1 team will cost about \$40,000. Some funding options need to be discussed.

Respectively submitted,

Emily Little