**Minutes**

**Southern Maine Sea Kayaking Network**

**Board Meeting**

**Monday, June 8, 2020**

Meeting Participants:

Janet Robertson, President

David Siegfried (Sig)

Jenna Ginsburg

Mike Duffy

Vytas Marculionis (Vic)

Greg Fergin, Recording Secretary

The conference call commenced at 7:03 p.m.

1. Welcome
2. Approval of Minutes: The board unanimously approved the minutes of the May 18, 2020 Board call.
3. Old Business
	1. Committee Updates: Skills Committee

Sig said the committee had discussed potential sites for shallow-water training, and had selected Willard Beach and Kettle Cove as candidates. Jenna suggested East End beach in Portland, Sandy Point on Cousins Island, and Mere Point as possibilities.

Sig said that so far he and Cathy were the only committee members willing to lead shallow water training sessions. The focus of the sessions would be on stroke technique, and whatever else participants wanted to work on. They have not settled on dates yet.

Janet said she had talked to Suzanne about Portland Paddle’s plans for training. Suzanne said that they had determined that it is possible to do assisted rescues and still maintain social distancing, but only if rescuers had the proper skills to perform a T-rescue. Sig noted that with shallow-water training the committee didn’t anticipate the need for rescues. If participants couldn’t perform a skill, they could simply walk to shore.

* 1. Membership Enhancement activity status
		1. Business card design:

Board members endorsed the card design that Jenna had come up with. Janet and Sig agreed to edit the text of the card and forward it to Jenna to have it printed.

* + 1. Flyer distribution:

Janet said she would have the SMSKN information flyer printed up and send them around to Board members so they can distribute the flyers to the establishments they had agreed to visit, now that these places are open for business again. She asked board members to get the flyers distributed within the next month.

* + 1. Webpage

Vic said he would put information on SMSKN’s Instagram site on the SMSKN website.

1. Club Structure and Operation Review: Revisit universal vs. designated organizer question

Janet recounted that when the Board discussed this topic during the May Board call, the Board generally favored having every member eligible to organizer kayaking trips. She wanted to revisit that, because of concerns about safety and liability. Over the past two years, the Board had made it a priority to reduce SMSKN’s liability through a strengthened Participant Agreement that paddlers have to sign for each trip, and by exploring options for liability insurance. The Board’s stance in May appeared to run counter to this effort. As a possible means of addressing her concerns, she sent to Board members a draft list of requirements for trip organizers that Sig had edited. She asked Board members for their thoughts on the draft.

Jenna said the key difference between designating every member as a trip organizer and Janet’s draft proposal was that under Janet’s proposal members would have to request trip organizer status and confirm they had met the requirements, rather than having organizer status conferred automatically. She was fine with that, but said SMSKN needed to make clear why it was necessary to apply for organizer status, and what members needed to do to achieve it.

Mike observed that SMSKN already has detailed recommendations and best practices for trip organizers on its website, and trip organizers should commit to meeting these criteria for trip listings. Sig suggested the need for a Board member to maintain records of who has applied for organizer status and confirmed that they have met the requirements set forth in the draft. Vic agreed that it would be good for trip organizers to have a basic understanding of the requirements for posting a trip and the basic skills.

Sig suggested that the Board approved the draft requirements for organizers and have a trial period for implementation to make sure that members support it and meet the requirements.

Janet said the next steps would be to send a message to members who are currently designated as organizers regarding the new approach, then to the general membership, accompanied by revision of the welcome message to new members to explain the new approach, and a description of the new approach on the website.

1. Online venues

Janet pointed out that both she and Jenna had access to Microsoft Teams accounts, and suggested that SMSKN use Teams for both Board calls and online membership meetings. The Board agreed to this.

1. Closure and Action Items.

a. Janet and Sig to do final edits on business card design and give to Jenna to have cards printed.

b. Janet to get SMSKN promotional flyer printed and distributed to Board members to take to outdoor businesses and outfitters.

c. ???? to draft messages to current trip organizers, SMSKN members, and revise welcome letter for new members.

The Board call concluded at 8:03 p.m.

Next call: Monday, July 13, 2020