**Minutes**

**Southern Maine Sea Kayaking Network**

**Board Meeting**

**Monday, October 12, 2020**

Members Participating:

Janet Robinson, President

Chip Woodman, Treasurer

Jenna Ginsberg

Tom Carr

Vytas Marciulionis

Greg Fergin

The conference call commenced at 7:08 p.m.

1. Welcome
   1. Janet welcomed Greg Fergin as a Board Member replacing Mike Duffy, who has resigned.
2. Approval of Minutes : The Board approved the minutes of the July 13, 2020 Board Call without objection.
3. Old Business
   1. Committee Updates
      1. Skills Committee: Janet noted that the Skills Committee had held several well-attended paddling technique sessions during the summer. It would be desirable to continue skill sessions during the winter in an indoor pool, but that will have to wait until pools are allowed to re-open.
   2. Membership Enhancement activity status
      1. Business card design: Sig had the cards printed and cards have been distributed to board members who requested them.
      2. Flyer distribution: Janet said she had sent out SMSKN promotional flyers to board members to distribute to kayaking shops and outfitters.
   3. Treasurer report: Chip reported that SMSKN has about $5,000 in cash and over $10,000 in CDs in its accounts. Membership has fallen to 95, despite a larger-than-usual number (19) joining or renewing in the first quarter. Janet noted that SMSKN has not been spending much money this year due to the COVID-19 hiatus in indoors meetings, so the drop in membership income has not affected bank balances.
4. Proposal for Participant Agreement Signature and Retention:

Janet recalled that last month Sig drafted a new membership and waiver signing process using the SignRequest online app. She thought the process was very labor-intensive, and as a result would not encourage people to join. She pointed out that MOAC has done something similar, but does it through their web page by means of an add-on. SMSKN should explore doing its membership and waiver signing process through its website. For the time being, we should maintain the current process of having members join or renew through Meetup, and signing a written Participant Agreement, and keeping a record of who has signed the SMSKN Participant Agreement. We could then work on a web-based in spring.

Jenna thought a web-based process would be doable, though there would be an additional cost for the necessary add-ons, and it might be worthwhile to get some professional help to get it done. She suggested that as part of the change we could add the Meetup calendar to the SMSKN web page, along with a payment portal for membership dues. Vytas asked if it would still be useful to maintain our Meetup page after the changeover. Janet maintained that the Meetup page would still be a great way to bring people together. The key to making it work would be to create a fluent connection between Meetup and the website.

Janet said she would contact MOAC about to learn how they had handled set-up of their membership and signing process through their website. She said she would also ask how they handle liability insurance. She will update the Board at its next monthly Board Call. Tom commented that liability insurance would be a good idea if it’s something that covers our risks as an organization.

1. Fall and Winter Meetings:

Janet asked if it would be a good idea to do Zoom meetings with the membership during the winter, and Board Members generally agreed. She asked each Board member to take responsibility for organizing a meeting during the 2nd or 3rd week of month, not always on same day or same week. The Board came up with the following ideas and schedule.

November: Preparations for winter paddling. Tom will try to contact the regional Kokatat representative to speak. If not, Bob Myron or Zack Anchors at Portland Paddle would be possible candidates.

December – Vytas to come up with a topic.

January – Janet to do a program on her Portland-Lubec expedition.

February – Maine coastal heritage trust. Chip to organize.

March – Jenna to get a notable international paddler to speak.

April - 10 easy trips you can do in Casco Bay (might include mid-coast as well). Greg to organize.

May - How to organize a paddling trip. Janet to organize.

Other possible topics: Kayak repair with Mark (last name??). Bob Dawson to do a slide show. Weather for sea kayakers with John Booth or Paul Cousins.

Jenna suggested that SMSKN organize a New Years Day paddle as well.

Board members agreed that Zoom would be the easiest platform for these session. Janet said she will get a Zoom Pro account for the club. She suggested that each Zoom session start a half hour before the presentation begins so members can chat with each other, and that the session be kept open for awhile after the presentation and Q&A for the same purpose.

1. Closure and Action Items.

Janet to contact MOAC to learn more about their web-based membership and signing process, and their liability insurance.

Board Members to organize Zoom presentations for membership meetings as detailed in item 5 above.

Janet to get a Zoom Pro subscription for SMSKN.

The conference call concluded at 8:23 p.m.

Next call: Monday, November 9, 2020