**The Annual General Meeting of the Busting Out Program**

**Wednesday, February 21, 2018**

**Dulude Arena, Ottawa**

**Present:**

Kathy Bobyn – Program Coordinator

Ruth Timms – Fitness

Elisabeth Arbuckle – Membership

Suzanne Hudon – Communications & Marketing

Janet Belford – Fundraising

Sandra Stafford – Secretary

Sharon Williams – Equipment & Supplies

Margaret Jaekl – Treasurer

**Regrets**

Janet Corbett – Secretary

Susan Schmidt – Race Coordinator

**Welcome & Call to Order:**

Kathy opened the meeting by welcoming everyone back and ready for a new season.

Welcome to Jihan, a potential new paddle, Jihan also attends the BCA fitness classes. Kathy then thanked Margaret for taking the registration forms and fees.

Members of the current executive were introduced to those present.

Sign up sheets for Festival Captains and Co- Captains were available for those who were interested wished to indicate their choices.

**Approval of the AGM Minutes of February 8, 2017:**

On a motion put forward by Ruth Timms seconded by Christine Henry the Minutes of the February 8, 2017 AGM were approved.

**Reports by Program Committee Members**

**Coordinator – Kathy Bobyn**

Kathy thanked everyone for their patience and assistance and support in her new role as coordinator for Busting Out.

The year of 2017 was a year in transition as the funding from Scotiabank was no longer available and BCA was also in a period of transition. However, our fundraising goals were above expectations and we raised more money than we thought possible and managed to limit expenses significantly. We had a very positive paddling season and continued through the winter months with an excellent winter fitness program.

The Busting Out coordinator now plays a more active role on the BCA Board of Directors. This change has fostered better relations and a mutual understanding of how each organisation functions and how we make each other stronger. We do not exist without BCA but serve as a vital program under their organisation.

Summer 2017. One of the outstanding events this year was paddling with the Community Living team at the Wellington Festival. This will always be a special memory.

Though not able to participate in the Rideau River paddle to Black Rapids to meet up with the Toronto team in June, I was there in spirit. I hope to facilitate similar events this summer, especially in light of our 20th anniversary.

In planning for this summer, we have lots to celebrate and look forward to. Most significantly, we have our 20th Anniversary to fete. This ideally will include celebrations both big and small, and both on the water and off. I would love it if we could arrange some paddling day trips, travelling the locks, both up river and down, finding spots to picnic.

Another thing we have to look forward to is the return of our beloved coach Diana Deek, while she has stepped back from coaching, she has agreed to take on two coaching obligations this summer, Busting Out and Sportchicks.

In closing, I want to extend my sincere thanks to members of the program committee, each has gone above and beyond for the benefit of all of us and has been a super group to work with. I especially want to thank Suzanne, Liz, Sharon Williams and Janet Corbett for their contributions to the success of our team over the past two years.

**Treasurer – Margaret Jaekl**

This was the first year without Scotiabank sponsorship and we wondered how we could manage, but with great fundraising and belt tightening we did it. We also received generous donations from various people.

20-seater boat - a question from the floor: Why do we need a new boat?

The life of a dragon boat is approximately 10 years. Our 20-seater boat was purchased in 2007 so is at the end of its life span and the end of our agreement with RCC to store and maintain the boat.

We do have enough funds to purchase a new boat and thanks to Ruth’s innovative attendance system we have saved a great deal on money on renting boats from the Rideau Canoe Club. Kathy has emailed Scott at RCC for more information on the worth of our old boat and on obtaining a new boat in time for the upcoming season.

Fundraising – The sale of begonias was our biggest fundraiser and we hope to sell even more this year. Thanks to Janet B. and all who helped.

Glebe Garage Sale is probably a go, just waiting for confirmation for the team to use the location on Clemow Ave.

Funds – Our figures and BCA’s figures actually do match. The apparent discrepancy is because Busting Out reports things in the year they belong to, and BCA reports them in the year in which they are actually paid.

Wendy Hill’s family has advised us that the money donated in her memory has been given to Busting Out, as the family feels that is what Wendy would have wanted as paddling was an important aspect of Wendy’s life.

**Fitness – Ruth Timms**

The current system of alerting the fitness coordinator by email as to whether a member will or will not be attending practice on specific days is working very well and will continue. The system also allows someone else to take over and monitor if the fitness coordinator is away.

This past season Busting Out saved approximately $85.00 - $100.00 each time a boat needed to be cancelled which number amounted to 21 cancellations this season.

The current fitness classes run by BCA that are geared to dragon boating are excellent classes. Jennie is a great instructor and it is suggested that everyone give it a try. The exercises are geared to every person’s ability and it is only afterwards that one realizes how hard one has worked.

Classes may run all summer, depending on interest and funding or by individuals paying a small fee per class

Ruth thanked members for sending in their future attendance at practice in a timely manner.

**Membership - Elisabeth Arbuckle**

There has always been an unbelievably reliable group of volunteers that have made my role on the committee not only look effortless but to also be effortless.

So, I want to thank all the Social Committee Membersand Caring Committee members for their knowledge and help

**What does the Membership Coordinator do?**

1. **Maintain the Membership List -** that means keeping a track of past, new and potential paddlers as well as navigating Team Pages!
2. **In 2016 we began organizing a Buddy System or Mentorship program.** There has been a varying need for this for some new members but generally the response has been good and the idea, I hope, will continue to grow by pairing newbies with more experienced team members. Please let our new membership coordinator know if you are interested and would like to be involved.
3. **Potential Paddlers -** We have a couple of potential paddlers and new paddlers and I hope some are here tonight.
4. **Recruit New Members -**  We have had a couple of visits to support groups and this has given us the opportunity to share our stories. Thank you to those people who have given up their evenings to do this. But I **stress** that we are all involved in recruiting new people by sharing information about the program with family, friends, coworkers, people in our exercise groups, book clubs etc.
5. **Team Parties-** we had agreat “Kick off the Season Pot-luck” and an “End of Season Pot-luck” and thanks to Mary Ann for hosting a terrific “Christmas Party”.  Thank youto theSocial Committeefor all your organising. The Ladies of the Kitchen are always there to help!
6. **Team Building Activities -**  we had some great suggestions and events, paddling down the canal and going through the locks stands out in my mind. I know there will be many events planned in the near future.
7. **Caring Committee -**  A big thank you to **Alison** and the Caring Committee for all their work reaching out to members of the team who are going through various difficult times, by sending flowers and cards.

Finally thank you to Sheila Murphy and Kathy Bobyn for showing me what dedication looks like and just how much work goes into keeping the Dragon boat program afloat.

**Fundraising – Janet Belford**

Janet thanked those members who volunteered to be on the Fundraising Committee. Christine, Alison, Irene, Sandra, and Karen, Susie and Janet Salinas.

Busting Out held 4 major events this year and raised a total of $9,135.00.

Our biggest fundraiser was selling 349 begonias. We had positive feed back from those who purchased the flowers and this year we have ordered 400 plants from Brantim Country Garden Centre. The sign-up sheet for orders is on team pages and we would like orders in by May 13th.

The annual Great Glebe Garage sale will be held again this year and we are selling bags, plants and selected books as well as baked goods.

The Army Run Cheering station was great fun and the team earned first place.

The last fundraiser was held at the Rideau Carleton Raceway in October. l

Sponsorship – A sponsorship letter will be available if anyone knows of a potential sponsor and would like to personally deliver a letter.

**Communications & Marketing – Suzanne Hudon**

Concentration this year has been mainly on Internal communication via Team Pages by supporting various committee members in writing and posting various announcements throughout the season as well as behind the scenes support for various members who are having difficulties.

Team Pages – This media is used for internal communication between members to make announcements or review documents such as approved minutes, Team Pages manual and photos which go as far back as the first year we ever paddled (20 years)!

For external communications - Social media was initiated last year and we have dropped our “twitter” and our “Instagram” account has had very low traffic and will probably also be dropped in the near future. We do have our very own Website which is being monitored by Desiree and a Facebook page which is monitored by Kathy Bobyn and myself. The Facebook has been a slow but a sure success, we have had up to 1,200 “hits or views” in one of our posting, the public is curious to see what we are doing. We also have had some requests via Facebook.

All communication and marketing products are posted in our “documents” on Team Pages and will be used for external communications in the future.

Upcoming events - Busting Out Dragon Boat team will be represented and take part at the University of Ottawa Relay For Life as one of the guest “Survivor” speakers.

Busting Out Dragon Boat 20th Anniversary

Italy – A small but powerful number of Busting Out paddlers will be participating in the International Festival which takes place this summer in Florence, Italy.

**Equipment & Supplies – Sharon Williams**

The rental of Dymon Storage was terminated this year in order to save on expenses. Items are stored elsewhere. Thanks to Sanrdra O’Gorman for her help in emptying the storage locker.

We have a sufficient number of life jackets and paddles.

Good use was made of the 10-seater boat this year.

Kathy thanked Sharon and her husband Russ, and also Elisabeth’s husband Steve, for their help with the barbecue we held for the Toronto Team after the Rideau River paddle in June.

**Race Coordinator – Susan Schmitt**

2017 Highlights

Ottawa Festival – First annual Breast Cancer survivor night on the Friday night. There were 4 visiting teams: Kingston, Peterborough, Montreal and North Bay. There was a ceremonial race and then a flower ceremony. More races on Saturday. Busting Out did not advance to the Sunday races, but the visiting teams did.

Arnprior Festival - Great weather and we had a fun time. We raced with the Arnprior Chestnuts. They provided us with lunch.

Wellington Festival - Sunny weather, the strong winds made turning the boat at the start line particularly difficult and exciting, but we did it! Some good racing. We stayed in residence at Loyalist College and had a team dinner at an Italian restaurant. A good time was had by all.

Rideau Canoe Club Festival: It was the first time that we have gone to this festival, but it won’t be the last. It is now a favourite, we had such a good time.

Festivals 2018

Results from the Team Pages Survey – 34 paddlers completed the survey.

Out of Town Festivals – 9 people voted for Montreal, 16 people voted for Stratford. Stratford will be the out of town festival, however at least 22 paddlers are needed to register for the festival.

A new survey - 2018 Paddler Festival Preferences will be posted on Team Pages to rank festival preferences. Rooms have been booked at the Best Western Arden Park Hotel, 2 queen beds per room, $445.44 per room, including tax for 2 nights the survey closes on March 21st.

Other survey results- Ottawa Festival 22, Arnprior 15, Rideau Canoe Club 22.

**Nominating Committee Report**

Nominating Committee Members are Janet Alexander, Lis Arbuckle, Karen Whillans and Sandra Stafford.

New Members of the Program Committee are Mary Ann Smyth, Membership; Debbie Zogalo, Secretary, Sharon Coghlan, Communications and Marketing and Sandra Stafford, Equipment along with Karen Whillans and Janet Alexander (a 3-member team).

**20th Anniversary Tea**

Busting Out is planning to hold a Victorian Tea on June 2, 2018 to celebrate 20 years of paddling as a breast cancer survivor team. The tea will be held at the Bells Corners United Church, 3055 Old Richmond Road,

This would be a reunion of past and present paddlers. Karen Whillans has been working on a guest list of former paddlers and it will be by invitation only. Seating is limited to 100 persons and we do have a small budget of $500.00 Donation bowls will be available.

Volunteers are needed to help with the planning and execution of the event with Kathy, Janet A. and Sandra S. as coordinators. A signup sheet was available at the meeting.

A memorial table is to be set up but, exactly how this would be is not yet determined.

**Other Business**

The Toronto team is in need of another paddler for the International Festival in Florence, Italy this July.

Brigit Davidson, a former paddler, has graciously offered her property if the team wants a summer paddling outing.

The Orleans Rotary Club donated money on our behalf to the End Polio Now Charity. Alison Bridgewater and Janet Belford made a presentation to the club at a breakfast meeting arranged by Susie Elsaadany.

Rideau Canoe Club Race Day - Lynda Turner pointed out that the RCC canteen was not staffed by club members on that day last year and that perhaps Busting Out could use this fact as a fundraiser and serve food to the public.

Meeting Closed

Moved by Lis Arbuckle and seconded by Norma Beech to adjourn the meeting.