



## ACA Board Meeting [Video Conference]

Wednesday, November 15, 2023  
[Draft Version]

Prior to the formal meeting, there was a 30 minute video social beginning at 7:00 p.m. David Lumian opened the formal meeting at 7:30 p.m. The published agenda, which formed the general format for the minutes, is in Appendix A.

**Attendance.** Attendance was taken from the video logins. **BOD Present:** Hunter Branstetter, Suzanne Britt, Beverly Cosslett, Pam Dillon, Jerry Dunne, Dan Henderson, Kenny Kasperbauer, Robert Kauffman, Anna Levesque, Zach (Bud) Lokken, Dave Lumian, Risa Shimoda, Jack Wallace, Andrea White.

**BOD Not Present:** Thom Crockett,

**Staff Present:** Beth Spilman

**Other Attendees:** Ann Barry

### APPROVAL OF THE MINUTES

A motion was made to approve the October minutes and seconded. A footnote was suggested to be inserted noting the online vote. The motion was approved with the insertion (**Secretary's Note:** see also the Addendum to SEIC Motion 2311 toward the end of the minutes).

### EXECUTIVE DIRECTOR UPDATE

**Volunteer Coordinator.** Originally, Adam Parker accepted the position but was unable to continue in the position. The position was offered to the MacKenzie Holbrook, the second candidate, who accepted the position. MacKenzie Holbrook is familiar with the ACA and is a swiftwater rescue instructor. Due to previous commitments, she will start in January.

**2023 Audit.** Beth noted that we have started to prepare for the 2023 audit and that is on schedule.

**2023 Annual Meeting** (Appendix B). Beth noted that the Annual Meeting is scheduled for December 3<sup>rd</sup>. The tentative schedule has been developed. Beth provided a brief overview. It will be similar to last year. She asked for feedback and received several suggestions.

**Outside Counsel Policy Review.** The ACA has provided the bylaws and grievance policy to an outside counsel for review. Beth added that he is familiar with NGBs and should be getting back to us in a week or two.

**Grievance Policy.** Beth noted that she was on a conference call with a group of small NGBs and the grievance policy was discussed. They discussed the common problems associated with grievances. It was suggested that maybe the USOC could assist with training or providing a group to assist in the grievance process. In summary, the ACA is not alone regarding the grievance process.

## **COUNCIL UPDATES:**

**Competition Council.** Risa indicated that the Council will have its first meeting on November 29<sup>th</sup>. The purpose of the meeting is primarily organizational and getting to know each other. They plan on discussing insurance which is a popular topic. In addition, Risa indicated that they will discuss integrating clubs into the competition process.

**Regional Activity Council (RAC).** Andrea White gave the RAC reports. She indicated that they were working with Kaycee to implement Club Express. They are working toward the National Safe Boating Week. She updated the group on their partnerships.

**Safety Education and Instruction Council (SEIC) (Appendix C and D).** Anna Levesque gave the SEIC report. As outlined in the power point in Appendix C, the topics included developing Leader Pathways, the December 2<sup>nd</sup> SEIC meeting, the final report for the Swiftwater Rescue Conference (see Appendix D), and other updates.

## **DISCUSSIONS:**

**Membership Growth Committee (Appendix E).** Ann Barry discussed our marketing strategy and laid out a basic blueprint to promote the association. Ann indicated that for our organization to be successful, it needs to grow. She noted that membership has been fairly steady. Growth is linked to developing an effective marketing strategy. She suggested that, currently, the ACA promotional emphasis is on events rather than all the wonderful things that it does. Ann noted that successful organizations promote these top level things and the ACA needs to do these top level promotions to grow and be successful. The technology to accomplish this is available, and it is inexpensive. Continuing, she laid out a basic plan to increase the ACA's visibility and membership. In addition, she indicated that the key ingredient to gaining membership is providing "benefit." There needs to be benefit or value to the membership to the member. Ann

noted that next year is an Olympic year and the ACA may be able to leverage this to promote its benefit. In addition, she suggested a possible theme for the ACA “**Paddling for Life.**” Paddling is not just for the high end paddler. This could complement the “high end” perception that the ACA consists primarily of the top competitors, paddlers, and educators, rather than the typical recreational paddler. There was considerable discussion on the topic.

The group is planning to have a preliminary meeting shortly to set up a focused structure for the Committee. They will continue to recruit more committee members during December, especially those with marketing knowledge, and they will plan for brainstorming sessions to start in January. No motion was needed or made.

**Strategic Plan (Appendix F).** Beth updated on implementing the strategic plan. The data from the Columbus meeting was compiled, which mainly resulted in massaging the baseline metrics. All the changes are noted in Appendix F. Most of the modifications were clarifications rather than changes to the strategic plan.

**February In-Person Meeting at Charlotte (Appendix F).** Beth provided the report. The tentative meet date for the in-person meeting in Charlotte is February 2-4, 2024. The performance center can provide the ACA with meeting space. There is a question whether we will be able to eat in the USOC dining hall. The schedule would be similar to the one in Columbus where people would arrive Friday afternoon, meet Saturday, and meet again on Sunday morning. Available lodging is nearby. A motion was made and seconded to have the in-person meeting in Charlotte, February 2-4, 2024, at the performance center. The motion passed.

**December and January Board Meetings.**

Since there was the annual meeting in December, it was suggested to forgo the December board meeting unless it was deemed necessary. After a brief discussion, a motion was made and seconded to have the next board meeting on January 10<sup>th</sup>, 2024. The motion passed.

**October 2024 Meeting at Camp Sebago.** Discussion focused on possible dates. The most likely date was the weekend of October 4<sup>th</sup>. The other date was the weekend of September 28<sup>th</sup>. There is a large cabin has full services including cooking amenities and water. The smaller cabins have refrigerators and cooking facilities but no running water. Also, the nearest hotels or motels are 15-20 minutes away. Internet availability is marginal. The biggest logistical issue was the nearest airport. However, the meeting would provide the board with the opportunity to visit one of its properties and meet with the members of the Atlantic Division. No formal motion was made at this time. Dave requested a proposal and noted that a decision would need to be made by March.

**Addendum to SEIC Motion 2311 (Appendix G).** As noted in the October minutes, no action was taken on the ITDW motion. At that meeting, Anna requested another meeting between the BOD and the SEIC Ex Comm to discuss the ITDW motion further and to have an opportunity to incorporate changes per the BOD request. That meeting was held on October 18<sup>th</sup>. After that meeting, Anna and Trey (SEIC VC) requested that there be an email vote before the November meeting. Anna submitted a motion via email to the BOD for the email vote. There was a robust discussion on the motion. A friendly amendment was made. The amended motion did not pass.

*(The amended motion is included in Appendix G).* BOD members suggested continued discussion at the November meeting. Anna, on behalf of the SEIC executive committee, declined the continuation. At the November meeting, Anna submitted selected correspondence that she requested be included as part of the record (*See Appendix G*). [**Secretary's Note:** The reference to "selected correspondence" indicates that there may be correspondence not included in the submission.]

**Adjournment.** A motion was made and seconded to adjourn at 9:00 p.m. The motion passed.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Robert B. Kauffman", with a stylized flourish at the end.

Robert B. Kauffman  
Secretary

American Canoe Association  
Board of Directors Meeting Agenda

## Appendix A

November 15, 2023

**Welcome and Approval of Meeting Minutes:** Dave (5 minutes)

approximately  
7:30 - 7:35

**Executive Director Update:** Beth (10-15 minutes)

7:35 - 7:50

Volunteer Coordinator

2024 Audit

2023 Annual Meeting

Outside Counsel Policies Review

**Council Updates:** (20 total minutes; 5-7 minutes each)

7:50 - 8:10

Competition Council - Risa

Regional Activity Council - Andrea

Safety Education & Instruction Council - Anna

**Discussions:**

Membership Growth Committee - Ann Barry (15-20 minutes)

8:10 - 8:30

Strategic Plan Updated Metrics - Beth (5 minutes)

8:30 - 8:35

February In-Person Meeting - Dave (5 minutes)

8:35 - 8:40

Dave		<b>Kickoff Meeting</b>	5
		<b>Council Reports</b>	
Andrea		RAC	5
Anna		SEIC	5
Risa		Compet Council	5
Pam		<b>Strategic Plan Update</b>	5
Kaycee	1	<b>Community Leadership and Development</b>	5
Jed/Steve	2	<b>Competition</b>	5
Lily	3	<b>Diversity Equity and Inclusion</b>	5
Kelsey	4	<b>Education</b>	5
Beth	5	<b>Governance and Organizational Leadership</b>	5
Brett	6	<b>Stewardship and Public Policy</b>	5
Emma		Financial Info	5
			60
Kelsey		Presentation of Awards	15
Dave		Board Election	5

## Appendix C

### Current SEIC Projects

- Curriculum Committee is working with Creature Learning to develop the Leader Pathway for paddlers who want to be leaders, but not instructors.
- We have an SEIC meeting scheduled for December 2 from 10 a.m. – 4 p.m. ET where we will be voting a few motions and having discussions:
  - River Kayak Rolling Endorsements
  - Friendly amendments to the Coastal Kayaking Curriculum
  - Discussions on the Leader Pathway, the Intro to Paddling Committee, options for moving forward after ITWD motion did not pass, update on budget for SEIC, priorities moving forward.
- Robin Pope submitted a final report for the SWR conference (found in the Google Drive). There was an email exchange that Dave and Beth were on. Big takeaways:
  - Conference was successful!
  - The narrative that the conference broke even is inaccurate – see report -“Events that support ACA's core missions need and deserve support from ACA's budget.” – Robin
  - The conference could have been more successful had ACA staff had the bandwidth to market effectively, or had there been an additional staff member to support SEIC initiatives.

- SEIC elections end today. We had 125 SEIC members self-nominate themselves to serve on their Discipline Committees and the SEIC Board, and over 600 SEIC members have voted. According to Kelsey this is a record.
- Waiting on RAC for info on locations for regional updates.

#### Other updates:

- Even though John Traendly has turned over CMS to the ACA, he has continued to invest in it and develop the online learning platform. No one has told him to stop. If he completes it and the SEIC is ready to move forward with online modules, we may start to use his system. Especially if the office hasn't chosen a different system.
- We continue to identify a pattern of low course evaluations for certain ITs. We are attempting to meet with them to discuss.
- IT applications have slowed down in this slow season.
- Trey is working with Aaron on completing the updated Candidate Evaluation Form on CMS that will save it's a lot of time, and be more effective for both ITs and ICS.
- The LEAD program this past weekend in FL was successful. I received some video updates from Trey, but don't have a complete report.
- The curriculum documents that were suppose to be templated with the help of an outside contractor still hasn't been completed, so some of our curriculum documents are not up to date and don't reflect recent policy changes. We continue to advocate for help with SEIC, with strong communication and leadership.

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## Appendix D

### **Safety and Rescue Committee Report regarding the 2023 ACA Swiftwater Rescue Conference**

Dear ACA Board and SEIC members;

ACA's Safety and Rescue Committee held its fourth Swiftwater Rescue Conference from September 29 to October 1, 2023. The conference met at Scouting's Summit Bechtel Reserve in Glen Jean, WV, with 80 participants including 25 people involved as presenters or organizers. Participants included professional paddling and SWR instructors, first responders, Scout leaders, and recreational boaters. Broadly positive feedback from participants demonstrates that the conference was a clear success. This report briefly explores the reasons for this conference's success and opportunities for greater success in future conferences.

#### **History**

ACA's first SWR conference was held in October 2013 on the Tuckaseegee River. Roughly 100 people attended including about 20 presenters. The 2013 conference paid for travel expenses and lodging for all presenters. It was able to do this because of \$5000 seed money provided by ACA's Dixie Division, generated through courses offered by instructors in the Dixie Division who donated their time and effort. As a result of their work planning and running the event, Sam Fowlkes and Robin Pope received a Higgins and Langley Special Commendation Award from the National Association of Search and Rescue. Higgins and Langley awards are international swiftwater rescue awards. The award is a tribute to ACA's committed volunteers and the programs they offer.

A second conference was held two years later, using funds generated by the first conference. The third conference was held in Oregon. Each of these conferences was well attended but relied heavily on both staff and volunteer support.

Covid led to a hiatus in SWR conferences. After the long pause, the Safety and Rescue Committee coordinated the most recent event. An after-event survey found that out of 29 respondents:

- 35% took an instructor update
- 35% attended simply to learn new material
- 48% were SWR instructors
- 27% were recreational boaters with no involvement in SWR instruction or professional SWR activities
- 7% traveled more than 10 hours to attend
- 52% felt conferences should be held every other year, 17% annually, and the balance every third year

- 80% reported they definitely would attend if the next conference were held at the same location. 17% might attend (with comments suggesting this reluctance is due to travel distance) and only one person said they would not attend.
- 93% would recommend the conference to other paddlers. One person said they might and one said they would not.

## **Overview**

The conference included an instructor update track and a non-update track. Instructors seeking updates completed a 3-4 hour online pre-conference review of the SWR curriculum, ACA policies, and CMS. Knowledge was checked with written exercises. During the conference, instructors seeking updates attended regular conference sessions where they demonstrated SWR skills. In addition, they completed a session that included teaching and feedback to other instructors. Those not pursuing an update included professional rescuers, recreational boaters, instructors from other disciplines, and instructors who chose not to pursue an update. This wide cross-section allowed tremendous opportunities to share ideas and build relationships.

Presenters were recruited from the SWR community. They included professional rescuers, first responders, and volunteer leaders. We sought presenters who could go beyond the curriculum and offer new content that would help participants expand their skills and knowledge.

Comments in the post-conference survey indicate participants appreciated this and found it beneficial.

A third track, Wilderness Life Support for Medical Providers, was offered in conjunction with Blue Ridge Adventure Medicine. Two physicians, a physician assistant and a wilderness first responder attended, earning one of wilderness medicine's highest certifications. Although few people attended this session, it was well received. The physicians leading the track also provided wilderness medicine sessions for the conference attendees.

## **Outcomes**

24 SWR instructors earned instructor updates. Most of the Safety and Rescue Committee attended, allowing us to see each other at work, strengthen personal relationships among committee members, and begin work on new projects.

Supporters and sponsors included Mustang Survival, Petzl, H2O Rescue, Rocky Mountain Rafts, Sierra Rescue, Canyon River Instruction, Astral, Landmark Learning, the NY State Fire Academy, Scouting USA, ACE Rafting, as well as individual members of the Safety and Rescue Committee. The conference allowed us to strengthen ties to Scouting, professional rescuers, paddling schools, and manufacturers.

## **Challenges**

The site was new to nearly all presenters. We did have a chance to look at river sites the day before the conference started but more familiarity would have helped. In addition, the Summit

is more spread out than we realized, creating some challenges moving between lodging sites and the meeting site. However, this did not seem to impact the conference outcomes. If we use the Summit again, we will plan to set up shuttle buses to help with travel on-site.

ACA's already overworked staff could not provide as much help as with prior conferences. Advertising for the event did not seem to begin in earnest until after the summer solstice. This is not meant as a criticism. Instead, it is a recognition that our staff have a very full plate and a very limited ability to take on new projects. As a result, members must take initiative and support events like the SWR conference. While it is clear the conference could not have run without the support our staff was able to provide, it also is clear that partnerships between staff and members are critical for events like the SWR Conference to succeed.

Planning for the conference started in 2022. Members of the Safety and Rescue Committee put in many hours of work to plan and prepare the conference. The amount of work involved limits the frequency with which we can offer events. Greater support from the ACA would allow this and similar conferences to be offered more frequently.

## **Finances**

Conference expenses were:

- Summit - \$12,571 (includes food for all participants; meals were included in registration cost)
- ACE - \$609 (shuttle buses from the Summit to the river)
- Requested reimbursements - \$8994.35 (includes permit fees and insurance and reimbursement for conference registrations; note that many presenters donated their expenses. If included, expenses would have been closer to \$30,000)
- \$371.35 (notepads, pens, presenter gifts, nametags)
- \$270 + tax (bunkhouse lodging for presenters)

Total: ca. \$22,830

Conference income to the ACA was \$25,595. An additional \$1200 was collected as a pass-through to Blue Ridge Adventure Medicine, which ran the wilderness medicine certification module.

Net income was about \$2765. We intend to use this to provide each presenter with a year of free ACA and SEIC dues and to provide the two people who ran program registration with \$150 Amazon gift cards, bringing the net income to roughly zero. However, this number must be interpreted with caution.

- About half the presenters claimed no reimbursement for the expenses. Including these reimbursements would conservatively have added \$15,000 in expenses. For example, five presenters from Sierra Rescue claimed no expenses, despite flying from California

and renting two cars. Between travel, food, lodging for their presenters, and donated supplies for participants, Sierra Rescue contributed roughly \$10,000 to the conference.

- Several presenters chose to sleep in their vehicles, at no cost, rather than staying in any kind of permanent shelter, further reducing expenses. However, asking presenters to sleep in their cars is not always going to be an effective way to reduce costs.
- Coordination with the Summit and on-site registration help was provided by Joyce Pope. Joyce spent years working as the convention services manager for a large municipal convention center and donated her knowledge and skills, valued conservatively at \$1500 for the event. She served as ACA's on-site point of contact with the Summit throughout the event.
- Robin Pope, Tom Burroughs, Julie Munger, and Sam Fowlkes served as the organizing committee for the conference and donated all the time they spent organizing the conference. Without their commitment and effort, the conference would not have occurred. Their time spent organizing the conference is conservatively valued at \$5000.
- Given this, conference costs could have easily risen another \$20,000. Future ACA conferences should keep this in mind. Events that support ACA's core missions need and deserve support from ACA's budget. About a quarter of ACA's members are instructors. Instructors are estimated to reach about a million paddlers per year. Events like the SWR conference improve the ability of our instructors to carry out ACA's core missions. It would be difficult to overstate the value of these events.

## **Future**

We plan to hold another conference in two to three years and to continue offering conferences as long as interest holds. Likely sites include a return to the Summit or Gunnison, Colorado. Based on feedback from this conference, we plan several changes.

- Incorporate more distinct tracks, including high angle, wilderness medicine, and wilderness first aid tracks.
- Add pre- and post-conference events including recreational paddling trips.
- Expand the instructor update process to include a half-day pre-conference session.
- Aggressively pursue more support from retail and manufacturing.
- Improved coordination with ACA staff to ensure they're not being asked to do things that prevent them from focusing on their core job responsibilities.

If anyone has questions regarding this report, please feel free to contact the Safety and Rescue Committee.

Best Regards,

Robin Pope, Secretary, ACA Safety and Rescue Committee

[Robinpope3@hotmail.com](mailto:Robinpope3@hotmail.com)

828-506-2259

## Appendix E

### ACA GROWTH COMMITTEE - PROPOSAL

November, 2023



#### CONCEPT

In order to grow membership and retain current members, the ACA needs to develop a marketing strategy that promotes the ACA as the premiere community and resource for all paddlers.



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ACA STATE FACEBOOK PAGES

2



#### WHO'S INVOLVED?

Committee Members:

- Ann Barry appointed chair, by Dave Lumian
- Dave Lumian
- Bev Cosslett, board member representative
- Interested ACA board members for brainstorming sessions
- Volunteers with background in marketing and/or social media
- National Office members

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PRESENTATION TITLE

3



#### GOALS:



- Establish the new ACA Growth Committee
  - BOD approval to move ahead
  - Recruit committee members
- Align deliverables with strategic plan
- Increase engagement with members and past members
- Build comprehensive list of ACA membership benefits to use as a key membership recruitment tool
- Leverage communications resources generated from ACA support for the National Olympics
- Develop year-long strategic marketing efforts designed to increase membership

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PRESENTATION TITLE

4

#### BRAINSTORMING THEMES

- Celebrate the breath of our paddling community (approx. 24 disciplines)
- Paddling is for life
- Market the value of instruction to beginning and recreation paddlers
- The ACA gives paddlers a voice at the table re conservation and clean water



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ACA STATE FACEBOOK PAGES

5

#### LOW HANGING FRUIT


- Create a marketing planning calendar
- Establish or find existing set of style sheets and make them robust
- Develop templates for videos, social media, collateral materials, etc.
- Increase communications to members from the Board, Council heads, DEI, State Directors
- Maximize the use of MailChimp and other tools



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ACA STATE FACEBOOK PAGES

6




OUR PADDLING COMMUNITY

**What do paddlers do**  
Open water kayaking  
Coastal kayaking  
White water kayaking  
Rafting  
Canoeing  
Kayak Marathon  
Kayak cross  
Sprint Racing

Slalom  
Paracanoe  
Ocean Racing  
Canoe sailing  
Kayak polo  
Freestyle canoeing  
Dragon Boat  
Extreme Canoe Slalom

Squirt  
Kayak football  
Stand up paddling  
SUP Yoga  
Kayak fishing  
Canoe jousting  
Va'a  
Waveski Surfing

ACA STATE FACEBOOK PAGES7




PARTNERS, ALLIANCES AND FRIENDS


Partnerships  
State Parks and Recreation  
City Parks and Recreation  
River Keepers  
Bay Keepers  
Federal Parks  
Safe Boating Campaign  
Environmental/Clean Water Groups

Alliances  
Outdoor Alliance  
Outdoor Afro  
Boy Scouts  
Girl Scouts  
REI  
LLBean  
Local outfitters and vendors

Friends  
Planet Canoe  
Coast Guard Auxiliary  
Local and Regional Clubs  
DEI outdoor and padding organizations



20XXACA STATE FACEBOOK PAGES8




OUR PADDLING COMMUNITY

**Our Audience**  
Prospective paddlers  
Recreational paddlers  
Competition paddlers  
Current ACA members  
Past ACA members  
Event ACA members

Local and national outdoor groups  
Coast Guard and Auxiliary  
Local recreational groups  
ACA partners  
External Media  
State and local governments(i.e. parks, local city councilmen, etc.)

ACA STATE FACEBOOK PAGES9




TOOLS

Social Media  
Facebook  
State Facebook pages  
Instagram  
Linked In

Email, etc.  
Membership software  
MailChimp  
Canva

20XXPRESENTATION TITLE10





TOMORROW  
will be perfect day

Join us on the water

Join the ACA

PRESENTATION TITLE

STRATEGIC PATHWAYS	Data Source / Examples	Metric Owner
<b>1 Community Leadership and Development</b>		
a Community engagement as measured by: Traffic to and engagement with americancanoe.org and state level social media channels Social media traffic and engagement Email campaign activity	(1) Google Analytics Events, (2) Contact Forms (1) Impressions, (2) Reach, (3) Followers, (4) Likes, (5) Post Likes, (5) Link (1) Successful deliveries, (2) Opens, (3) Clicks.	Kaycee Kaycee Kaycee
b RAC participation levels as measured by: Number of volunteers involved Number of local and regional coalitions built by RAC	Note: will first need to define the term "volunteer." Measure total (1) Identify and "count" existing coalitions. (2) Track number of	Volunteer Coordinator RAC
d Grow ACA membership - through new members and improved retention - - by publishing news articles detailing local success stories	(1) Monthly membership counts, (2) Membership-generated revenue Track # of feature items from regional, state, local or club-oriented	Kesley, Michelle, Emma Kaycee
<b>2 Competition</b>		
a Increase number of active competition coaches	Define and track number of coaches actively working with competition	Volunteer Coordinator with help from Jed &
b Increase number of ACA-managed competition events for recreational and elite competitors	Number of events actively managed by the ACA.	Volunteer Coordinator with help from
c Increase number of clubs participating in national championships across all active disciplines	# clubs sending athletes to National Championships across all disciplines.	Steve/Jed/Competition Committees
d Improve performance of national team athletes	Number of athletes in A finals at World Cups and WCH (Sprint) and for	Steve/Jed
<b>3 Diversity Equity and Inclusion</b>		
a Increase gender and racial diversity of ACA membership: US members only	Use information currently available in YM and supplement with annual	Azusa and Lily
b Grow participation in LEAD programs as measured by number of participants/# events	Number of events, participants and volunteers involved with LEAD	Lily/Kaycee/Volunteer Coordinator
c Increase training opportunities for BOD, staff and members	(1) # of training offerings, and (2) # of participants and hours of	Lily
<b>4 Education</b>		
a Increase participation in entry level education and certifications	Track # course completions: (1) PSF, (2) L1 (3) L2 (4) current online Choose an online course delivery system.	Kelsey Anna/SEIC Ex Comm
b Increase certified instructor retention	Year over year number of instructors who renew their memberships. SEIC/RAC Regional Updates	Kelsey/SEIC Anna/SEIC Ex Comm
c Increase IT and ITE engagement with the ACA and their communities	(1) IT/ITE certification and membership retention rates, (3) IT/ITE ITDW pilot and process. Volunteer coordinator working with SEIC to improve project management	Kelsey/SEIC Anna/SEIC Ex Comm Anna/SEIC Ex Comm
<b>5 Governance and Organizational Leadership</b>		
a Improve member satisfaction with the website ensuring it reflects all major policy, organizational and	Conduct annual member survey with questions about usability of	Beth/Board
b Improve transparency by maintaining all current policies and board minutes on ACA website	Note: transparency isn't the same as clarity. quickly. Establish	Beth, Azusa, Kaycee
c Increase member participation in National Activity Council and committees.	Track member participation in councils and committees.	Volunteer Coordinator
<b>6 Stewardship and Public Policy</b>		
a Improve clarity and awareness of ACA's core policy priorities	Measure with website traffic, social media, newsletters, ads, survey Add a "contact us" link directly on the policy pages of the website and (1) Track state director relationships with their state boating law administrators, (2) track letter writing campaigns or other action items initiated by state directors, (3) track state directors (and members/PACs/Affiliates) planning and hosting stewardship events. Provide an ACA call to action process and track member usage Compile an annual survey to capture baseline information for 2023. Then Create, distribute and train clubs and other members on Public Policy Track partnerships such as NASBLA, National Safe Boating Week	Brett/Kaycee RAC RAC/Brett/Volunteer Coordinator
b Increase member engagement in ACA stewardship and policy efforts		
c Form more partnerships with like-minded organizations		

**Re: ITDW Motion Submitted to ACA Board of Director for vote****Appendix G****DAVE LUMIAN <dlumian@aol.com>**

Mon 10/30/2023 1:06 PM

[file: ACA Board email thread ITDW motion and vote #1.pdf](#)

To: Anna Levesque &lt;anna@mindbodypaddle.com&gt;

Cc: Jack Wallace <wallacejack881@gmail.com>; thomcrock@gmail.com <thomcrock@gmail.com>; Suz Britt <canoejudge@aol.com>; risa@theshimodagroup.com <risa@theshimodagroup.com>; Jerry Dunne - Gmail <jerry.dunne645@gmail.com>; kauffman.rbk@gmail.com <kauffman.rbk@gmail.com>; Bev Cosslett <bevcosslett4@gmail.com>; buginator@gmail.com <buginator@gmail.com>; Hunter Branstetter <hunter.branstetter@gmail.com>; Dan Henderson <dancanoe@outlook.com>; Andrea White <whitea98@gmail.com>; Kenny Kasperbauer <kkasper01@gmail.com>; Beth Spilman <bspilman@americancanoe.org>; h2otrey@gmail.com <h2otrey@gmail.com>; Kelsey Bracewell <kbracewell@americancanoe.org>; Precision Paddlesports <ben@precisionpaddlesports.com>

Dear Board Members,

The motion below has been made by Anna Levesque to approve the proposal from SEIC for \$25,000 for the ITDW pilot program.

I second the motion.

The motion is now on the floor.

As ACA board members you now have the opportunity to ask questions, make comments and/or make a motion for amendments via email until Thursday, November 2 at 12 noon Eastern Time. If there is any discussion please use "reply all" so everyone can read it.

If there is an amendment, it will require a second to be considered.

Any amendments will be voted on first. Then the original (or amended) motion. I will allow for 24 hours for votes to be made via email.

Please let me know if you have any questions or objections to the process as outlined above.

Unless there are objections, the floor is now open for your questions, discussion or amendments.

Thank you.

Cheers,

Dave Lumian  
310-612-0248

On Oct 30, 2023, at 4:25 AM, Anna Levesque <anna@mindbodypaddle.com> wrote:

Good morning Board members! Can you please let me know that you've received this email. If you have any questions I'm happy to answer them.

Dave, can you please facilitate a vote on this motion electronically this Friday per the discussion from the meeting last Monday.

Thank you,



Anna

<Outlook-vpfckepj.jpg>

(she/her) [why pronouns](#)

Mental agility coach and catalyst for change.

C 916.580.9352

[mindbodypaddle.com](http://mindbodypaddle.com)

[IG @annaclevesque](#)

[FB Anna Levesque](#)

[FB Mind Body Paddle](#)

[YouTube](#)

---

**From:** Anna Levesque

**Sent:** Friday, October 27, 2023 2:54 PM

**To:** Jack Wallace <wallacejack881@gmail.com>; thomcrock@gmail.com <thomcrock@gmail.com>; Suz Britt <canoejudge@aol.com>; risa@theshimodagroup.com <risa@theshimodagroup.com>; DAVE LUMIAN <dlumian@aol.com>; Jerry Dunne - Gmail <jerry.dunne645@gmail.com>; kauffman.rbk@gmail.com <kauffman.rbk@gmail.com>; Bev Cosslett <bevcosslett4@gmail.com>; buginator@gmail.com <buginator@gmail.com>; Hunter Branstetter <hunter.branstetter@gmail.com>; Dan Henderson <dancanoe@outlook.com>; Andrea White <whitea98@gmail.com>; Kenny Kasperbauer <kkasper01@gmail.com>

**Cc:** Beth Spilman <bspilman@americancanoe.org>; h2otrey@gmail.com <h2otrey@gmail.com>; Kelsey Bracewell <kbracewell@americancanoe.org>; Precision Paddlesports <ben@precisionpaddlesports.com>

**Subject:** ITDW Motion Submitted to ACA Board of Director for vote

Hello Board Members,

Thank you to those of you who were able to attend our meeting out Monday.

At the meeting members of the Board asked that a clear and concise motion be presented so that the Board could vote virtually on whether or not to approve the ITDW pilot program.

There are 3 documents attached to this email. The first is the motion in word doc format. The second is the spreadsheet with costs. The third is a slide deck with supporting information about the ITDW pilot that was presented in the meeting.

If anyone who was not at the meeting would like to listen to the recording here is the link with passcode.

[https://us02web.zoom.us/rec/share/BOo5FwLEpHeePLBI-1db7y61J7VPGZ\\_phq03ZTjSxEiSdUWt3JOIGNXuGbZza8bA.mdm3akJXJDtWtMqy](https://us02web.zoom.us/rec/share/BOo5FwLEpHeePLBI-1db7y61J7VPGZ_phq03ZTjSxEiSdUWt3JOIGNXuGbZza8bA.mdm3akJXJDtWtMqy)

Passcode: X+C2%Yd7

The SEIC Executive Committee would greatly appreciate a Board vote on this matter by Friday November 3rd.

Thank you for your time and attention.

Anna - Chair SEIC

Trey - Vice Chair SEIC

Ben - Past Chair SEIC

## **Amended Motion presented by the SEIC Executive Committee to the ACA Board of Directors 11/03/23**

**Amended Motion:** To approve \$25,000 to fund a 4 part in-person Instructor Trainer Development Workshop pilot program to run in 2024 that will:

1. Give priority to all current ACA ITEs and Its.
2. Have sign up process with clear communication that is open to ALL current ITEs and ITs from all regions and all disciplines on a first come first serve basis. We can also hold 2 spots for other areas of the ACA, for example, coaches from competition.
3. Count as an Update for ITEs/Its who are L3 and below.
4. Ask the provider to coordinate with the RAC representative of their region to pick a venue that offers affordable options for housing and meals.
5. Ensure that all current ITEs who want to be part of the first 4 ITDWs be given priority.
6. Ensure that all ITEs and ITs who complete the initial 4 ITDWs are given the opportunity to become providers of the ITDW under the National Office.
7. Create a selection committee made up of SEIC Board members to review ITDW provider applications, and select qualified ITDW providers based on the criteria provided in the original proposal.
8. Develop the National Office's ability to schedule, book and monitor the ITDWs.
9. Not allow providers to offer the ITDW on their own outside of the National Office if this program becomes policy.
10. Create a program budget that can become self-sustaining and eventually profitable for the National Office (as the spreadsheet submitted with the original motion demonstrates).
11. Submit 2 reports (one midway through the process and one final after completion) to both the SEIC Board and the ACA Board of Directors.

### **Purpose:**

To clarify, improve and streamline the IT process by standardizing the baseline knowledge of learning theory, teaching theory, and the feedback process for ACA ITs and ITEs, with current, evidence-based educational and sports coaching theory while encouraging cross-pollination and the development of a shared language across the entire association. We believe this will improve the consistent quality of ACA courses, and limit our liability exposure.

### **Logistics:**

4 ITDWs with a maximum capacity of 20 participants per ITDW. ITDWs are open to any ITE, IT and ITC interested in taking them. Our goal is to run 4 different ITDWs in different regions of the country to collect data, review and refine the process.

Participants will be charged a fee for the course TBD, and registration will go through the ACA National Office. The goal is to subsidize these first pilots, and if the SEIC Board decides that

they are effective, and upon ACA Board approval they would become self-sustaining through participant fees. See supporting spreadsheet document.

\*These pilot ITDWs will count as updates for IT/ITEs who attend and can serve as the co-teach for IT candidates as is current SEIC policy.

**Deliverables:**

1. 2 reports submitted (one midway through the process and one final after completion) to both the SEIC Board and the ACA Board of Directors.
2. Online learning resources for all members.
3. Aligned, streamlined, and clear IT process.
4. A baseline of standards and expectations for all ITs that will improve the quality of ACA instructional programs.
5. Increased bandwidth for SEI Director, ExComm, and Standards Committee.
6. Greater organizational connectivity across disciplines, ITs, ITEs and ITCs

If you want to see what the current criteria and process for becoming an IT is, please [click here](#). Please note that although it states that you can take an ITDW OR co-teach, there is no current standard or course outline for what an ITDW is. That is one of the things we are seeking to change through this process.

On Thu, Nov 2, 2023 at 11:04 PM Robert Kauffman <[kauffman.rbk@gmail.com](mailto:kauffman.rbk@gmail.com)> wrote:

Motion: **I move to table the motion until the next full meeting of the Board in November.**

The table motion does not require a justification, but anyone who has been following the discussion knows that there are too many questions and much confusion remaining.

Procedurally:

1. **My motion needs a second.**
2. If there is a second, the motion to table takes precedence over the main motion meaning we don't vote on the main motion until we vote on the motion to table. There is no discussion on the motion to table meaning we go directly to the vote. If we don't table, then we proceed to voting on any amendments and then voting on the main motion.
3. If there is a second to my motion to table, we would need time to vote on the motion to table.  
**I would suggest closing this vote on Tuesday, November 7th.** This would help expedite voting.
4. If we vote not to table the motion, then we will need to set a date and a time to end voting on the main motion. As a practical matter we will be close to the November meeting and the motion to table will have the effect of moving the main motion back to the meeting date of the Board.

**I need a second to my motion to table the SEIC motion.**

rbk

## Re: ITDW Comments

Anna Levesque <anna@mindbodypaddle.com>

file: -SEIC ITDW motion vote by ACA BOD  
Anna replies to Pam.pdf

Fri 11/3/2023 7:52 AM

To: Pamela Dillon <pamsdillon@aol.com>; Robert Kauffman <kauffman.rbk@gmail.com>; DAVE LUMIAN <dlumian@aol.com>; canoejudge <canoejudge@aol.com>; Kenny Kasperbauer <kkasper01@gmail.com>; Jerry Dunne - Gmail <jerry.dunne645@gmail.com>; Risa Shimoda <risa@theshimodagroup.com>; Andrea White <whitea98@gmail.com>; pam@nasbla.org <pam@nasbla.org>; Hunter Branstetter <hunter.branstetter@gmail.com>; Thom Crockett <thomcrock@gmail.com>; Bev Cosslett <bevcosslett4@gmail.com>; Zachary (Bug) Lokken <buginator@gmail.com>; Jack Wallace <wallacejack881@gmail.com>  
Cc: Beth Spilman <bspilman@americancanoe.org>; Virgil Chambers <vhchambers@aol.com>; h2otrey@gmail.com <h2otrey@gmail.com>; Precision Paddlesports <ben@precisionpaddlesports.com>; h2otrey@gmail.com <h2otrey@gmail.com>

Good morning,

Here are answers to Pam's questions and concerns written in blue and highlighted in yellow. Thank you for reading and considering.

Robert, and group, we respectfully request a vote on the motion as presented in this email thread today. According to Roberts Rules a Motion to Table is only in the instance where more urgent business is before the body of the Board, not for the reasons being stated.

We've worked hard on this, acknowledged your concerns, and answered your questions in good faith. Please vote, and the SEIC Board will work with the outcome of that vote. Thank you.

Clarify process for how attendees will be selected for the pilot ITDW sessions.

- Suggestions:
  - Exclude ITCs until after the pilot completes when the new ITDW program is BOD approved. [We are happy to give priority to current ITs and ITEs in the first 4 initial ITDWs. We would like to be able to open spots to ITCs if there are spots open and not taken by current ITs and ITEs](#)
  - Priority for ITEs and ITs first [See above](#)
  - Delineate a process for application to participate that includes prospective participants from that region and from multiple disciplines [If this is approved by the BOD we will be sending out communication to ALL current ITs and ITEs from all regions and invite them to sign up for the ITDW that they can attend. We are making an assumption that ITs and ITEs in the different regions will participate in their region of residency. Some will choose to travel for their own reasons. Participation in the ITDW will count as an update for all IT and ITEs who are L3 and below. It will count as a partial update for ITs and ITEs who are L4 and L5.](#)
- Include a requirement for the provider to assist with accessibility by organizing group housing and meals to cut expenses for attendees. [We understand this request. It should not be up to the providers to use their own resources to provide housing and meals for attendees. What they can do is organize a location, hopefully working the RAC members, that is affordable and accessible for participants. One example is the location of the first ITDW scheduled in January. Josh Hall, one of the providers has already secured, and is holding the event venue that has camping and cabins onsite. Group meals](#)

can be organized. Many folks, myself included, prefer to take care of their own meals due to dietary preferences and restrictions.

### **Amend the ITDW Pilot Deliverables to include/address:**

**The pilot will result in ITDW course curriculum** documentation resulting that will be used for ongoing ITDWs, (owned by ACA)

- Involvement of all ITEs (or as many as possible) in the pilot process to ensure they are heard and have buy-in to the new ITDW model. The goal is to reach consensus on the new standardized approach including the “shared professional vernacular.” [Yes, agreed.](#)
- Document how the standardized course/content will be available into the future (e.g, Goals, Performance Objectives, lesson plans, training resources, etc.). [Absolutely. We provided the outline with all of these to the BOD before the in-person meeting. The BOD at the last meeting asked for a streamlined motion. I have attached all of the documents to this email again. We will be developing more as we run the program, learn and refine.](#)

**ITDW Provider Selection Process** - define how ITDW providers will be selected for formal rollout in 2025 and beyond.

- What are the requirements to qualify to apply to be a provider? [Any ITE and IT who has completed the ITDW can become a provider. There will be a job description and an application created and approved by the SEIC Board \(made up of the Chairs of the each Discipline committee\). The SEIC Board will also nominate members to serve on a committee to review applications and select providers. There will be an additional online training session to prepare new ITDW providers.](#)
- Who will make the selection of providers for any given session? Who will oversee the program results? [We hope that the SEI Director or staff will schedule the ITDWs and reach out to the providers who are available. Program results will be monitored and reviewed by the SEIC Standards Committee.](#)
- What are the criteria for selection? Will it be a few providers giving multiple ITDWs, a larger set of providers for diversity? [We hope to have as many providers as who are qualified and want to provide! We want these courses to be available regularly so that new ITCs have an opportunity to get started as quickly as possible. After the first three years the demand will become more consistent based ITC needs.](#)
- Can a provider initiate an ITDW on their own or is it only offered through the ACA office? [No. One of our goals is to remove this as a business model opportunity for provider's private businesses, and instead have it be a self sustaining, and hopefully revenue generating program for the ACA National Office. We want providers to be compensated fairly, but to ensure fairness, we want the ACA Office to handle scheduling and payment.](#)

**ITDW Attendee Selection Process** - define how attendees will be selected for ongoing ITDW sessions given the goal of diversity and cross disciplinary exposure.

- Is registration first-come first-serve or will there be targets by discipline to ensure diversity? Could this mean that candidates are turned away because

there are too many registrants for one discipline? As we begin this process our goal is to get as many ITs and ITEs as possible from as many different disciplines as possible participating. We don't anticipate having to turn away interested participants. If the courses are so popular and we need to add additional courses to meet demand, we can do that.

- Could requirements of the ITDW impact/elongate the ITC timeline if ITDWs are not available when they are ready to start? That is possible which is why we want to get this program going and get as many participants and providers ready to go. We anticipate having an ITDW every quarter so that wait time wouldn't be that long. As it is now, I hear of ITCs who can't find ITEs to work with and have to wait. With the ITDWs the ITCs aren't waiting on one or two ITEs to be available.
- Are scholarships available and what are the criteria to qualify? There are no scholarships currently, besides the funding we are asking for in this motion 😊 Again, we are committed to making these accessible and self-sustaining. If the BOD has ideas and action steps for a scholarship we're all ears.

**Streamlined Process** - Specific measured pilot project results to support and quantify the goal of streamlining ITC process. We need to see quantifiable metrics of process improvements captured and streamlined or recouped costs for Instructor Trainer Candidates. If the BOD is requiring that we not include ITCs in the initial run of these ITDWs then we won't be able to measure this. If you are agreeable to allowing ITCs to participate, they can then potentially get their co-teach waved and we can have hard data on how long the process takes after the ITDW. We can also have Kelsey pull data on how long the average IT process takes and compare that the ITCs going through the ITDW process.

**Removal of Deliverable #7 on the Motion** - Increased IT retention and membership value – this cannot be measured within the pilot project. We accept this as a friendly amendment

Thank you,

SEIC Ex Comm and Board

**ANNA LEVESQUE**   
MIND • BODY • ADVENTURE

(she/her) [why\\_pronouns](#)

Mental agility coach and catalyst for change.

C 916.580.9352

[mindbypaddle.com](http://mindbypaddle.com)

[IG @annaclevesque](#)

[FB Anna Levesque](#)

[FB Mind Body Paddle](#)

[YouTube](#)

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**From:** Pamela Dillon <pamsdillon@aol.com>

**Sent:** Thursday, November 2, 2023 11:02 AM

**To:** Robert Kauffman <kauffman.rbk@gmail.com>; DAVE LUMIAN <dlumian@aol.com>; canoejudge

<canoejudge@aol.com>; Kenny Kasperbauer <kkasper01@gmail.com>; Jerry Dunne - Gmail <jerry.dunne645@gmail.com>; Risa Shimoda <risa@theshimodagroup.com>; Andrea White <whitea98@gmail.com>; Hunter Branstetter <hunter.branstetter@gmail.com>; Thom Crockett <thomcrock@gmail.com>; Bev Cosslett <bevcosslett4@gmail.com>; Zachary (Bug) Lokken <buginator@gmail.com>; Jack Wallace <wallacejack881@gmail.com>; Anna Levesque <anna@mindbodypaddle.com>

**Cc:** Beth Spilman <bspilman@americancanoe.org>; Virgil Chambers <vhchambers@aol.com>; h2otrey@gmail.com <h2otrey@gmail.com>; Precision Paddlesports <ben@precisionpaddlesports.com>

**Subject:** Re: ITDW Comments

Hi Anna:  
cc: ACA BOD

Several of us have discussed the ITDW Pilot motion. We offer the following comments, questions, and proposals for consideration.

**We wish to support the overall goal to improve and standardize the IT development process. In order to succeed, please further clarify the ITDW Pilot proposal to address these questions.**

**Logistics details to be addressed before starting ITDW Pilot process:**

Clarify process for how attendees will be selected for the pilot ITDW sessions.

- Suggestions:
  - Exclude ITCs until after the pilot completes when the new ITDW program is BOD approved.
  - Priority for ITEs and ITs first
  - Delineate a process for application to participate that includes prospective participants from that region and from multiple disciplines
- Include a requirement for the provider to assist with accessibility by organizing group housing and meals to cut expenses for attendees.

**Amend the ITDW Pilot Deliverables to include/address:**

**The pilot will result in ITDW course curriculum** documentation resulting that will be used for ongoing ITDWs, (owned by ACA)

- Involvement of all ITEs (or as many as possible) in the pilot process to ensure they are heard and have buy-in to the new ITDW model. The goal is to reach consensus on the new standardized approach including the “shared professional vernacular.”
- Document how the standardized course/content will be available into the future (e.g, Goals, Performance Objectives, lesson plans, training resources, etc.).

**ITDW Provider Selection Process** - define how ITDW providers will be selected for formal rollout in 2025 and beyond.

- What are the requirements to qualify to apply to be a provider?



- Who will make the selection of providers for any given session? Who will oversee the program results?
- What are the criteria for selection? Will it be a few providers giving multiple ITDWs, a larger set of providers for diversity?
- Can a provider initiate an ITDW on their own or is it only offered through the ACA office?

**ITDW Attendee Selection Process** - define how attendees will be selected for ongoing ITDW sessions given the goal of diversity and cross disciplinary exposure.

- Is registration first-come first-serve or will there be targets by discipline to ensure diversity? Could this mean that candidates are turned away because there are too many registrants for one discipline?
- Could requirements of the ITDW impact/elongate the ITC timeline if ITDWs are not available when they are ready to start?
- Are scholarships available and what are the criteria to qualify?

**Streamlined Process** - Specific measured pilot project results to support and quantify the goal of streamlining ITC process. We need to see quantifiable metrics of process improvements captured and streamlined or recouped costs for Instructor Trainer Candidates.

**Removal of Deliverable #7 on the Motion** - Increased IT retention and membership value – this cannot be measured within the pilot project.

Thanks so much.  
Pam

*PS - Anna, Please note that my email was not included on your initial motion distribution. Please correct this omission if you are 'replying all' from that original list. :-) Thank you!*

Pamela Dillon  
513 Dinner Bell Ohiopyle Road  
Ohiopyle, PA 15470  
pamsdillon@aol.com  
703-895-9824

On Wednesday, November 1, 2023 at 07:15:59 PM EDT, Anna Levesque <anna@mindbodypaddle.com> wrote:

Hi Robert,

Thanks for replying, expressing your perspective and concern.

I'd like to offer the following for your consideration:

Our hypothesis is that a consistent, baseline standard for leadership, teaching and learning theory taught within the framework of an ITDW run by the National Office and by effective providers will:

1. Streamline the IT process.
2. Improve the effectiveness and quality of ITs and instructor courses, and therefore create a more positive learning experience for aspiring instructors that will eventually lead to instructor retention and organizational growth.

There are other outcomes, as mentioned in the proposal and slide deck, however, to your specific question about data we can measure, I feel like the two above are very doable in measurement over the course of a year, especially since the first pilot is scheduled for January and those ITs will be out in the field.

It's true that some of the outcomes may take longer to measure.

I would like to offer that we are not students or grad students at an academic institution applying for a thesis or dissertation. We are part of a volunteer driven non-profit organization. The SEIC and SEIC Ex Comm are made up of ITs and ITEs working directly in the field who are requesting that the Board give us an opportunity to try something new - something that the majority of the SEIC Board is excited about.

If you have ideas or solutions for data collection we would be happy to hear and consider them.

Thank you again for your consideration,

Anna

(she/her) [why pronouns](#)

Mental agility coach and catalyst for change.

C 916.580.9352

[mindbodypaddle.com](http://mindbodypaddle.com)

[IG @annaclevesque](#)

[FB Anna Levesque](#)

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---

**From:** Robert Kauffman <kauffman.rbk@gmail.com>

**Sent:** Tuesday, October 31, 2023 9:11 PM

**To:** DAVE LUMIAN <dlumian@aol.com>; Pamela Dillon <pamsdillon@aol.com>; canoejudge <canoejudge@aol.com>; Kenny Kasperbauer <kkasper01@gmail.com>; Jerry Dunne - Gmail <jerry.dunne645@gmail.com>; Anna Levesque <anna@mindbodypaddle.com>; Risa Shimoda <risa@theshimodagroup.com>; Andrea White <whitea98@gmail.com>; Hunter Branstetter <hunter.branstetter@gmail.com>; Thom Crockett <thomcrock@gmail.com>; Bev Cosslett <bevcosslett4@gmail.com>; Zachary (Bug) Lokken <buginator@gmail.com>; Jack Wallace <wallacejack881@gmail.com>

**Cc:** Beth Spilman <bspilman@americancanoe.org>; Virgil Chambers <vhchambers@aol.com>

**Subject:** ITDW Comments

Dear Group:

After listening to the discussion on the ITDW, the following has been bothering me from a research perspective. My problem with the proposal is that there is little or no congruence between my concept of a pilot study and what SEIC is proposing. Let me explain.

On the one hand, the brochure is a really nice promotional piece. It is well done. It is designed as a sales piece. It promises everything which is okay. It makes me want to attend, which is a good thing.

On the other hand, when you say "pilot study," you are describing a study where there are hypotheses, there is an instrument to collect the data, and there is an analysis of the data to prove or disprove the hypotheses. Are they doing a pre-post or post study? What is the experimental design? I don't have a problem with a student doing the study or collecting the data, but I want to know more about the actual study. The brochure includes a lot of potential outcomes. If I missed something let me know. **Bottom line is what are the hypotheses and what is the basic experimental design?** How will we know if they accomplished what they purport to accomplish?

There, you have my humble analysis and why without specific information about the actual study, I will have to vote against the proposal at this time. Perhaps, we should postpone the vote until there is further discussion and answers. I do want to support what SEIC is doing.

rbk

file: -SEIC ITDW motion vote by ACA BOD - Robert moving ahead with voting on the motion to table without recognition from the Chair.png

RK

Robert Kauffman

To: Anna Levesque

Cc: DAVE LUMIAN <dlumian@aol.com>; **+16 others**



Fri 11/3/2023 8:48 AM

Dear Board:

The motion to table the SEIC motion until the next full meeting was made by me and seconded by canoejudge.

Normal protocol is that we vote on the motion to table before voting on the main motion. There is normally no discussion on the motion to table.

Since we are on the weekend, I suggested voting by noon Tuesday. Since the motion was seconded so quickly, we could move the vote to table back to Monday..... but that is Dave's decision.

Please follow the following procedures.

1. **Your vote now is on the motion to table the SEIC motion.** You are not voting on the main motion to approve the \$25,000 requested in the main motion.
2. **"Reply All" email.** For transparency purposes and to help eliminate confusion, please cast your vote using this email string and reply to all.
3. **Include your name.** When you vote, please indicate to table or not to table the SEIC motion and include your name. Including your name with the vote, makes it easier to count the vote.
4. **Vote by Tuesday, November 7th at noon.** If Dave wants to move the timeline up, he is free to do so. I suggested Tuesday for previously noted reasons.
5. **David can tabulate the vote.** Since we are replying to all, anyone should be able to count the vote, but Dave can count the official vote.
6. I hope that I didn't miss anything.

rbk

RK

Robert Kauffman

To: Anna Levesque

Fri 11/3/2023 8:48 AM

Cc: DAVE LUMIAN <dlumian@aol.com>; **+16 others**

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rbk

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Motion: **I move to table the motion until the next full meeting of the Board in November.**

The table motion does not require a justification, but anyone who has been following the discussion knows that there are too many questions and much confusion remaining.

Procedurally:

1. **My motion needs a second.**
2. If there is a second, the motion to table takes precedence over the main motion meaning we don't vote on the main motion until we vote on the motion to table. There is no discussion on the motion to table meaning we go directly to the vote. If we don't table, then we proceed to voting on any amendments and then voting on the main motion.
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**I would suggest closing this vote on Tuesday, November 7th.** This would help expedite voting.
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**I need a second to my motion to table the SEIC motion.**

rbk

RK

Robert Kauffman

To: Anna Levesque

Fri 11/3/2023 8:48 AM

Cc: DAVE LUMIAN <dlumian@aol.com>; **+16 others**

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AL

Anna Levesque



To: Jack Wallace <wallacejack881@gmail.com>; **+12 others**

Fri 11/3/2023 9:23 AM

Cc: Beth Spilman <bspilman@americancanoe.org>; **+3 others**

Hi All,

For some reason my email receiving is not working properly this morning so I'm not receiving all of the communication in real time until Ben forwards them to me.

Did you all receive my replies to Pam's concerns and comments? I spent time and energy on them and I would appreciate an acknowledgement of receipt.

This is extremely frustrating and disappointing. We are conducting business without the Chair being present on this thread. I have to admit that it feels like bullying which is the most disappointing.

Robert is acting "out of order" in presenting his motion as stated, it should not be recognized by the Chair much less seconded and voted upon until the Chair recognizes the motion. By continuing to advocate for his "tabling motion" he violates the spirit of the process and his own "protocols"

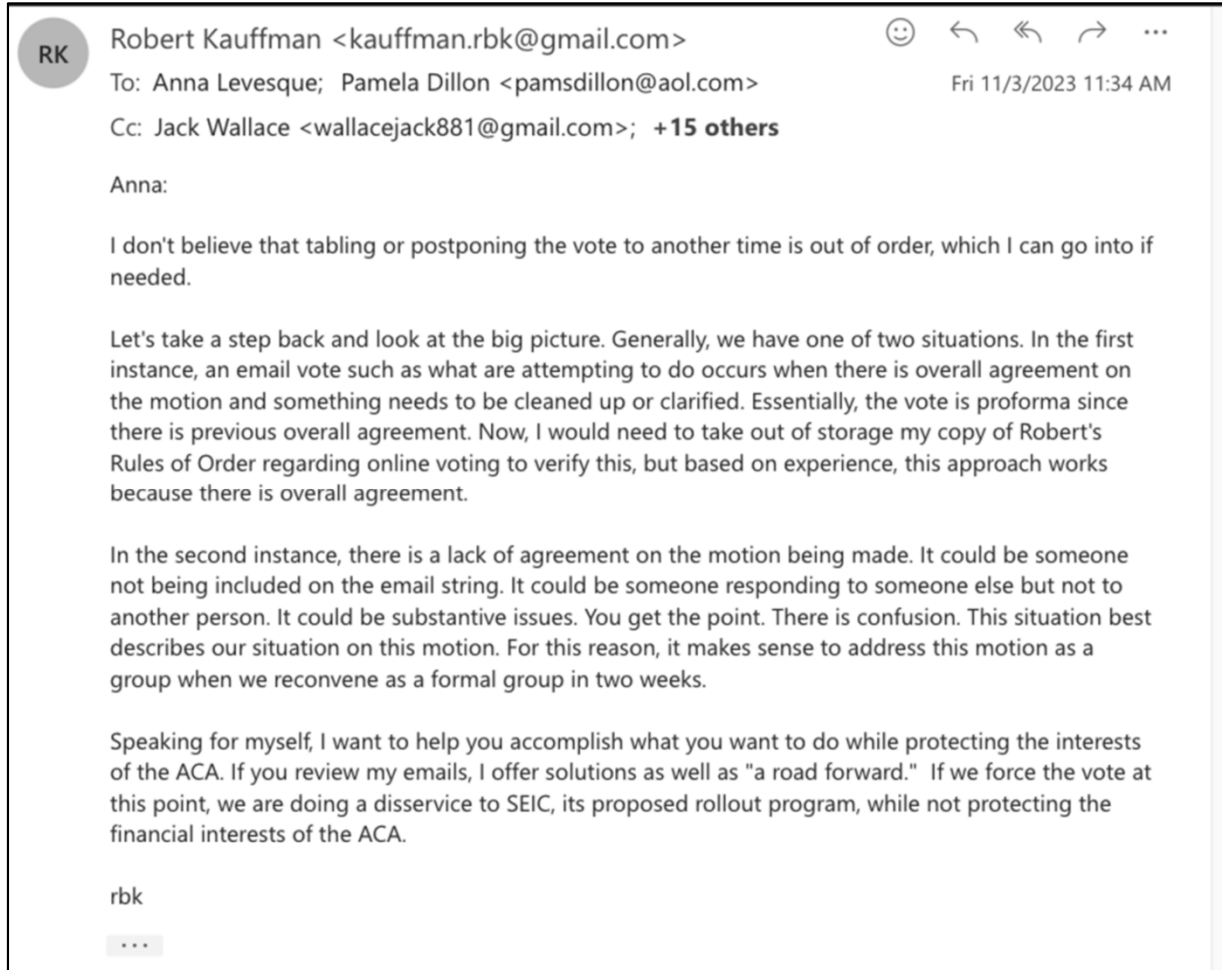
I request that we wait until Dave replies, and continue to request a vote today. Again, we will work with what the Board votes.

Thank you,

Anna and SEIC Ex Comm and Board

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RK

Robert Kauffman



To: Trey Rouss <h2otrey@gmail.com>

Fri 11/3/2023 11:56 AM

Cc: Anna Levesque; Pamela Dillon <pamsdillon@aol.com>; **+15 others**

Trey and group

Tabling a motion is commonly used to postpone a motion to another time. The bottomline is that this voting process is currently a mess and it makes sense to defer and discuss the motion at the next board meeting which is two weeks away.

rbk

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Robert B. Kauffman, Ph.D.

Frostburg, MD 21532

c: 240.727.8985

See YouTube videos on "**Scholedale Productions**"

Webpage:<https://robertbkauffman.com/BoatingSafety>

DL

DAVE LUMIAN <dlumian@aol.com>

To: Andrea White <whitea98@gmail.com>

Cc: Anna Levesque; **+15 others**



Sat 11/4/2023 12:19 PM

Dear Board members,

Please cast your vote TODAY by 5 pm; yes, no or abstain.

Thank you.

Cheers,

Dave Lumian  
310 612 0248

On Nov 4, 2023, at 8:41 AM, Andrea White  
<whitea98@gmail.com> wrote:

My understanding is that Dave is waiting for us to vote on the  
amended motion by 5 pm today (Saturday).

Given where we are in the conversation my vote is No.

This topic seems to warrant further discussion at the November  
board meeting and I would welcome it being included on the  
agenda for further consideration after we have that discussion.  
The fundamental idea is a good one but the proposal doesn't  
seem ready yet.

file: -- SEIC ITDW Motion vote by ACA BOD  
results.png

Nov 5, 2023, 12:32PM

DL

Dave Lumian <diumian@aol.com>

To: Pamela Dillon <pamsdillon@aol.com>

Cc: Anna Levesque; Beth Spilman <bspilman@americancanoe.org>; Bev Cosslett <bevcosslett4@gmail.com>; Hunter Branstetter <hunter.branstetter@gmail.com>; +12 others

Dear Board,

The vote is in. The ITDW proposal did not pass.

The chair notes that there were many comments received asking for more discussion and future consideration of another proposal.

Let's agree to put it on the agenda for the **Wednesday, November 15** ACA Board meeting (please note the date change).

This online meeting is now adjourned.

Thanks to everyone for participating.

Cheers,

Dave

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Nov 5, 2023, 7:43PM

Hi Dave and Board Members,

OK, got it. Thank you for voting and announcing the results.

We respectfully decline your offer to bring this motion up for further discussion at the November meeting. There has been plenty of discussion and questions and concerns answered already. We don't believe that further discussion will make a difference. The position of the Board members who voted is clear.

We will go back to the SEIC Board and back to the drawing board to continue to come up with ideas to address how to streamline the IT process, and the lack of evidence-based standardization within ITE and IT training when it comes to leadership, learning and teaching theory to improve course quality, member growth and SEIC retention rates.

This electronic voting process occurred for me as messy, and as a Board, if we decide to do a vote by email or electronically again, I request that the rules and procedures be clearly communicated ahead of time, and those rules and procedures followed by voting members. I think it will make for a more effective and less time-consuming process.

Bev, I'd like to address your concern about ITs and ITEs not knowing about this pilot. It is true that some ITs and ITEs who are not involved in the SEIC Board may not have known about this pilot proposal because, as stated in the SEIC Operating Procedures: "The SEIC Board, has voting authority, and is composed of elected and appointed individuals and **represents the SEIC.**"

The SEIC Board is made up of the following - and this is taken from the SEIC Operating Procedures:

"The voting members of the SEIC Board may consist of: Chair, Vice Chair, Secretary, Immediate Past Chair One (1) National Board of Director appointed by the ACA National Board President One (1) appointment by the SEIC Board Chair Two (2) International Representatives Two (2) At-Large members The Chair of each Discipline Committee."

These members are elected by SEIC members. We actually have a very robust SEIC election going on as we speak which is exciting.

The SEIC Board works on motions that affect instructors, ITs and ITEs who have chosen to not serve on any committees or on the Board. Just as the Coastal Kayak Committee elected members recently presented a motion to the SEIC and ACA Board that passed, overhauling their criteria/curriculum without informing all Coastal Kayak instructors beforehand, the SEIC Board is elected to represent the SEIC - that includes ITEs and ITs.

I just want to make that clear so that there is no misunderstanding or insinuation that the SEIC Board somehow tried to circumvent members in any way. We are following the processes according to SEIC operating procedures and SEIC policy.

Thank you all for your time and attention throughout this process.

See you at the Board meeting on the 15th.

Anna

file: -- SEIC ITDW vote by ACA BOD - Dave  
calling for vote\_ruling motion to table out of  
order part 1.png

**Subject:** Re: ITDW Comments

Dear ACA Board of Directors,

I was offline most of yesterday attending to personal business and I did not check my email until this morning.

Early yesterday morning I discussed with Anna some options to address the motion to amend the motion made by SEIC including accepting the motion made by Pam to amend. She said that she needed time to consult with SEIC. Understandable.

Anna has now indicated that the SEIC accepts Pam's amendments as friendly.

Therefore the motion is amended.

Board members will have until 5 pm tomorrow (Saturday) to cast their vote on the amended motion. I will tally the votes and announce the results Sunday.

Please hit "reply all" and vote yes, no or abstain.

file: -- SEIC ITDW vote by ACA BOD - Dave  
calling for vote\_ruling motion to table out of  
order part 2.png

I vote yes.

The motion to table was received after the deadline to comment and therefore not timely and I will rule it out of order.

Please cast your vote.

And will the board please continue to exercise patience?

Thank you.

Cheers,

Dave Lumian