



ACA Board Meeting **[Video Meeting]**

Tuesday, November 12, 2025
[Approved 12/10/25]

WELCOME AND APPROVAL OF THE MINUTES

Suzanne opened the meeting at 8:05 p.m. ET. The agenda is presented in Appendix A. A motion was made to approve the October 15th and 16th minutes. It was seconded. The motion passed, and the minutes were approved.

Attendance. Attendance was taken from the video logins.

BOD Present: Suzanne Britt, Bill Caruso, Bev Cosslett, Jonas Ecker, Robert Kauffman, Ryan Rushton, Risa Shimoda, Aaron Small

BOD Members Not Present: Blake Haxton, Brenda Jin, David Lumian, Zach (Bug) Lokken

Staff Present: Beth Spilman, Emma Walther, Kelsey Bracewell, Krista Lenzmeier

Other Attendees: na

Quorum was obtained.

EXECUTIVE DIRECTOR UPDATE

Sport 80 Update. Krista and Kelsey provided an update on Sport 80. She noted that we are close to start or finish. The system has gone live.

PADDLEFEST REVIEW

The board did a round robin review of the Paddlefest 145.

- Robert indicated that the PTC conference gave the festival a professional conference atmosphere and the conference approach was something to consider emulating in the future.
- Bev noted that the vendors had a lot to offer and she learned a lot of new things. Also, she agreed with the conference like atmosphere.
- Risa agreed with everything said. In addition, she suggested that the agenda was heavily instructional oriented, which could restrict participation.

- Bill complemented the staff on the remarkable job that they did, on their professionalism, and on the advocacy opportunities that were present.
- Jonas indicated that he enjoyed the Paddlefest.
- Suz was impressed with everything. She was pleased with the PTC's continued involvement, and she enjoyed the opportunity to try new things.
- Aaron thought that the in person event was valuable. Also the slalom side was a good experience.
- Although Ryan wasn't there, he noted that he received good and positive feedback on the event.
- As a staff person working the event, Kelsey jokingly or not joking noted that she had a five day panic attack. Also, she had an opportunity to connect with people who she had not seen for a while.
- Emma observed that it was nice to see the competition people and to attach names to faces.
- Beth noted that the Paddlefest was so great in many different ways. She complemented everyone on the care and thought put in by everyone. Also, the logistics were good.

BUSINESS OVERVIEWS

Annual Meeting. It would have been nice to have the Annual Meeting at the Paddlefest, but it was an opportunity missed. The annual meeting was scheduled for Thursday, December 4th on Zoom at 5:00 pm ET.

2026 Schedule. (Appendix B). Suz indicated that she would like an in person meeting in San Diego on the weekend of January 9-11, 2026. There was a discussion on having the meeting on the west coast and whether it should be in San Diego or Seattle. Suz indicate that Seattle was not fun in the winter. In addition, Suz indicated that she wanted to move the BOD meeting to Thursdays at 7:30 ET.

2026 Budget. The following discussion is a continuation of the November meeting.

- Include \$2,500 budgeted for Election Buddy for the BOD elections. Actual cost may be less.
- Competition's request was more for staff time than money.
- Regarding Sugar Island, Bill would work with Jerry and Ann to work on a plan. We will hold on to the money until we have information.
- RAC's request for instruction awards (\$2,800), club express (\$2,500), software (\$2,000) event in a box (\$5,000) were approved. The travel request was deferred.

A motion was made to accept the budget as discussed and modified. It was seconded. The motion passed.

Executive Committee. The executive committee will meet at the end of next week. The committee needs to address Beth's evaluation and performance objectives for 2026.

NEW BUSINESS

There was no new business.

ADJOURNMENT

A motion was made and seconded to adjourn at 9:37 pm. The motion passed.

Respectfully Submitted,



Robert B. Kauffman
Secretary

Additional Meeting Reports:

- Appendix C: SEIC Update
- Appendix D: Competition Council Report
- Appendix E: Nominating and Governance Committee Report
- Appendix F: Grievance Committee Report

Tentative 2025 BOD Meeting Schedule:	
Tuesday, January 14 th	August (no meeting)
Tuesday, February 11 th	Tuesday, September 16 th
Tuesday, March 11 th	Wednesday & Thursday, October 15 th & 16 th
Tuesday, April 8 th	Wednesday, November 12 th
Tuesday, May 6 th	Wednesday, December 10 th
June (no meeting)	
Wednesday, July 9 th	



Appendix A

**American Canoe Association
Board of Directors Meeting Agenda
Wednesday, November 12, 2025
[Video Meeting]
Agenda**

	Approximate Time
WELCOME AND APPROVAL OF MINUTES	
• Role Call	
• Approval of October 2025 minutes	8:00 p.m.
EXECUTIVE DIRECTOR UPDATE	8:05
Continuation of Previous Updates:	
• Sport80	
• Smart Start	
• 145 th Celebration and Meeting - Epitaph	
• Summer Solstice	
New Items:	
PRIORITY ITEMS	
• Budget: Suz/Beth	8:15
• 2026 Schedule: Suz	8:35
• January In-Person Meeting: Suz	8:40
• Annual Meeting: Suz/Beth	8:50
COUNCIL & COMMITTEE REPORTS	
• SEIC: Ryan:	8:55
• Competition Council - Risa	9:00
• Regional Activity Council (RAC) - Bill	9:05
• Athlete Advisory Council (AAC): Jonas [No Report]	9:10
• Nomination Committee: Bev	9:15
• Executive Director Review: rbk	9:20
• Grievance Committee: rbk	9:25
• Finance Committee: Beth/Brenda	9:30
NEW BUSINESS	
• Business from the floor	9:30
ADJOURNMENT	

Tentative 2025 BOD Meeting Schedule:

Tuesday, January 14th
Tuesday, February 11th
Tuesday, March 11th
Tuesday, April 8th
Tuesday, May 6th
June (skipped)
Wednesday, July 9th

August (skipped)
Tuesday, September 16th
Thursday-Saturday, October 15th, 16th
Annual Meeting
Wednesday, November 12th
Wednesday, December 10th

Appendix B

Proposed 2026 ACA BOD Schedule

Friday-Sunday, January 9-11 [In person]

February 12th

Thursday, March 12th

April 9th

May 14th no show

June 11th

July 9th

August 13th

September 10th

Friday-Sunday, October 9-11 [In person]

November 12th

December 10th

Note: The BOD meetings will occur on the second Thursday @ 4:30 PT; 7:30 ET



SEIC November 2025 Report

- Thank you for passing Fall SEIC Meeting motions.
- Discipline Committee Elections in Progress - Close 11/24
- SEIC Winter Meeting - Monday, December 1st - 10AM to 4PM Eastern

Appendix C

Appendix D

Competition Council Report
To ACA BOD
November 12, 2025

The Competition Council is:

- Continued to solicit event results from disciplines in anticipation of learning how Sport80 can support our interest in integration them across disciplines, geography and demographics.
- Working with Kaycee to requested input from each lead to develop a consistent reference on a branding effort with a graphics vendor that will solve a pervasive challenge of having to explain what the 'ACA' is with external/international audiences.
- Beginning to seek shared issues, event priorities and cross-discipline collaboration by organizing reportage by 'domestic, multiple federation (e.g., SUP, Dragronboat) and World Paddle/ICF' disciplines;
- Supporting Makenzie's outreach to administer year-end elections.

Bill Caruso will join our next meeting to join a discussion that supports a possible initiative that asks every club to add competition to their program next year (e.g., support an already-scheduled event, partner or host an individual event in partnership with a discipline or another club)

Next meeting: November 25, 2025, 8 pm ET.

Risa

[**Secretary's Note:** *Reprinted from 11/9/25 email.*]

Appendix E

ACA Nominating & Governance Committee Report, November 2025

Committee Members:

Chair: Bev Cosslett
SEIC Rep: Stef Stanard, Robin Pope
Competition Rep: Risa Shimoda, Gus Cook
RAC Rep: Bill Caruso

Open Board Seat Paracanoe Athlete Director Blake Haxton is resigning at the end of 2025. Beth and Jonas are charged with establishing a replacement. Plans are to announce and approve the replacement at the December 2025 board meeting.

2026 Board Elections

Board Seats Expiring at the end of 2026:

Board Seat	Board Member Name	Current Term
Elite Slalom Athlete Director	Zack Lokken	2025-2026
Elite Paracanoe Athlete Director	Blake Haxton (resigning end of 2025)	2025-2026
At-Large Athlete Director	Aaron Small	2025-2026
Independent	Robert Kauffman	2025-2026
At-Large	Bev Cosslett	2025-2026
At-Large	Brenda Jin	2025-2026

There is an outstanding question re: ByLaws Article VII, Section 2 G, in terms of how to interpret: *"The SEIC Director, the Competition Council Director, the Regional Activity Council Director, the Affiliated Organizations Director, and one or two AtLarge Directors shall stand for election in odd numbered years."* Jerry Dunne and Hunter Brandstetter are being consulted for interpretation / clarification on the timing of Council elections.

Council Seats as currently understood:

Safety Education & Instruction Council	Ryan Rushton	2025-2026
Competition Council	Risa Shimoda	2025-2026
Regional Activity Council	Bill Caruso	2026-2027

2026 Board member Recruitment Plan:

- Develop and distribute survey to assess gaps in skillsets in order to build set of priorities for 2026 recruitment
- Request staff support for board member marketing strategy

Create Election Process Policy, per request from Suzanne Britt, board president

- Requirements for election procedures
- Reporting of preliminary results to the Secretary each week during the election window
- Minimum duration for member voting period on board seats
- Method and frequency of election notifications to membership
- Adding the Secretary as a member of the Nominating committee (per bylaws oversight responsibilities)

Election guidelines procedure documentation for each Council:

- Length of voting period
- Responsible party/parties for conducting the vote
- Communication and notification methods
- Eligibility criteria for voters

Appendix F

Grievance Committee Report 11/10/25

Thanks for checking, Robert.

There's still one pending grievance (the same one that had just rolled in when I last reported in October); a hearing panel—Jerry Dunne, Jordan Malloch, and Charli Elder—has been appointed and is going through the process of adjudicating the grievance.

Best,

Hunter

[Secretary's Note: *Report is from an email dated 11/10/25 from Hunter.*]