



ROWING
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**Rowing Canada Aviron
BOARD OF DIRECTORS MEETING
MINUTES**

April 12, 2016
4:30 PM (PDT)

Attendance:

Michael Walker, President
Carol Purcer, Provincial Director
Rick Crooker, Director
Jon Beare, Athlete Director
Andrew Fitzgerald, Director
Tom Hawker, Treasurer

Regrets:

Brian Lamb, Director

Staff:

Donna Atkinson, CEO
Sid Murdoch, Secretary

1. Call to Order

The meeting was called to order by President Walker at 4:30 PM PDT.

2. Acceptance of Agenda

An Olympic Send Off event item was added under section 5. CEO.

MOTION #1: Board Meeting Agenda

Moved: Carol Purcer Seconded,

That the Board Meeting Agenda, April 12, 2016, be approved as amended.

CARRIED

3. Review and Approval of Previous Minutes:

3.1 Board Meeting Minutes – February 18, 2016

MOTION #2: Board Meeting Minutes

Moved: Carol Purcer Seconded,

That the Board Meeting Minutes, February 18, 2016, be approved.

CARRIED

4. President

4.1 FISA National Federations Meeting

- President Walker attended a FISA National Federations Meeting on March 6, 2016 - conference material is available on the worldrowing.com website under FISA / NF Conferences.
- Governance: There was a change to attendance requirements at FISA Congress events – if a federation sends 2 representatives, one must be female.
- International Olympic Committee:
 - The IOC Director of Sport attended the meeting.
 - Universality: The role of Lightweight categories was considered. The IOC does not normally include weight based events other than for combat sports. Important that rowing provides documentation supporting Lightweight category events. Former National Team Lightweight rowers have had discussions with Peter Cookson regarding this issue.
 - Gender Equality: Rowing events for the 2020 Olympic Regatta were discussed including the importance of having the same number of events for men and women. This will be on the agenda at the Quadrennial Congress in February 2017.
 - Information regarding RCA's response to FISA will be posted on the RCA website this year.

4.2 Vacant Board Position

- There is a vacant position on the Board as a result of Joel Finlay's resignation in February. Discussion ensued regarding filling the position.
- It was noted that the COC may have a list of potential candidates for Board positions - the CEO and President will follow up at the COC meeting next weekend.
- Positions on the Board to be filled will be reviewed at the May meeting in Calgary. The open call for nominations is scheduled to be sent at least 120 days prior to the Annual Meeting, by May 18, 2016.

5. CEO

5.1 Olympic Send Off - Row for Gold

- An event supporting the RCA National Olympic Team will be held Tuesday June 28th in Toronto. Faskins Martineau has generously offered to host the Row for Gold send off at its downtown event space. Hoping to attract corporate people that have not attended RCA events in the past. The event includes a reception with ticket prices @ \$75, food service to include appetizers instead of a formal dinner.
- A second event, by invitation only, will be held July 30th before the Team leaves for Rio. Invitations will be sent within the next 2 weeks.

5.2 External Review

- Sport Performance Consulting, led by Ron Wultila, has been hired to conduct the HP External Review. The planning team also includes Andy Matheson, CEO Cycling New Zealand, and Tim Foster, former National Team rower from Great Britain.
- Interviews have been conducted with Victoria team members – London will be next. Athletes will be surveyed 3 times - before World Cup II, after World Cup III and following the Olympics.
- Preliminary information for Board review should be available in June.

5.3 Correspondence from the Minister of Sport to NSOs re CCES

- The Minister of Sport sent a letter stating that beginning in 2016, NSO's would no longer be required to contribute financially to the Canadian Anti-Doping Program. Sport Canada would provide these funds directly to CCES.

5.4 In Camera

MOTION #3: In Camera

Moved: Carol Purcer Seconded,

That the meeting be moved *In Camera* to discuss regatta registration systems, a facility update and membership issues.

CARRIED

MOTION #4: In Camera

Moved: Carol Purcer Seconded,

That the meeting be moved out of *In Camera*.

CARRIED

6. Treasurer – Tom Hawker

- Met with the Auditor - the schedule has been set for the audit and preparation of the CARA financial statement. Fees and procedure for the Audit were discussed.
- The RCA Audit Committee will meet to review a first draft of the statements.
- A new financial statement form required by Sport Canada was reviewed.

7. Secretary

- Travel to the Board Meeting in Calgary has been confirmed. Meeting to be held at the Delta Calgary Downtown.

8. Provincial Director – Carol Purcer

- PAC meetings have been scheduled for the 3rd Wednesday each month provided there are sufficient agenda items.
- Roles and responsibilities for PAC and RCA are under review by RCA Staff. The document will then be considered by the Board with a final review by PAC.
- The CAC responsible coaching movement survey was reviewed at the previous meeting.
- Next PAC meeting is April 20th, 2016.

9. Athlete Director – Jon Beare

- The press release for World Cup I National Team selections should be announced this week.

10. Director – Rick Crooker

- Fundraising groups have been set up in Calgary and Vancouver, and a group is starting up in Toronto. List to be shared via e-mail.
- There will be a fundraising presentation to the Board in Calgary on Saturday morning May 7th.

11. Director – Andrew Fitzgerald

- A draft of the Strategic Plan was provided for the Board's information. Following further review by the working group, an updated document will be provided to the Board at the May meeting.

12. Other Business

12.1 May Board Meeting Agenda Items:

- Fundraising
- Nominations for Director - Board members will consider candidate qualifications including individuals that have, for example, a professional background in fundraising
- Organizational Review – consider the appointment of a Director to lead a working group. It was noted that the HP external review should be considered but will not be finalized until later this year
- CEO Recruitment Strategy
- Strategic Plan
- Governance Calendar - including Annual / Semi-Annual meetings, Board Meetings and other important dates

13. Next Meeting

- May 7-8, 2016, Calgary, AB

14. Adjournment

- The meeting was adjourned at 6:15 PM PDT.