



**Rowing Canada Aviron
BOARD OF DIRECTORS CONFERENCE CALL MEETING
MINUTES
Tuesday May 20, 2014**

In Attendance:

Michael Walker, President
Brian Lamb, Director (Treasurer)
Joel Finlay, Director
Jon Beare, Athlete Director
Matteo Cendamo, Provincial Director
Rick Crooker, Director
Debbie Sage, Director

Staff:

Donna Atkinson, CEO
Sid Murdoch, Secretary

1. Call to Order

- The meeting was called to order by President Walker at 4:00 p.m. PDT.

2. Additions/Acceptance of Agenda

- The Treasurer's items were moved ahead, following the President.
- The Board's review of member rowing club approvals was added to the Treasurer's section.
- A web registration system item was added to the CEO section.

MOTION #1: Agenda

Moved: Debbie Sage Seconded

That the Agenda for the meeting be approved as revised.

CARRIED

3. Board Meeting Minutes

MOTION #2: Minutes – March 22-23, 2014

Moved: Brian Lamb Seconded

That the minutes of the March 22 – 23, 2014 meeting be approved.

CARRIED

MOTION #3: Minutes – April 22, 2014

Moved: Brian Lamb Seconded

That the minutes of the April 22, 2014 meeting be approved.

CARRIED

4. President – Mike Walker

4.1 Approval: Membership of the Human Resources Committee

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MOTION #4: Human Resources Committee

Moved: Joel Finlay Seconded

That Brian Lamb and Andrew Lamont be appointed as members of the Human Resources Committee for two year terms effective immediately.

CARRIED

4.2 CEO Compensation

- CEO compensation will be considered by the Human Resources Committee, which will make a recommendation to the Board.

5. CEO – Donna Atkinson

5.1 Approval: Safety & Events Committee Terms of Reference

MOTION #5: Safety & Events Committee Terms of Reference

Moved: Debbie Sage Seconded

That the Safety & Events Committee Terms of Reference be approved.

CARRIED.

5.2 PAC Memo - 2015 NRC

- The Board reviewed a report to be provided to PAC at its next meeting regarding the 2015 National Rowing Championships.
- The report references that the NRC will be held in Ontario - it should be noted during the PAC meeting that the NRC could be held in other Eastern provinces.

5.3 National Event Review Strategy

- The Board reviewed a report and terms of reference regarding the National Event Strategy Working Group (WG).
- PAC will appoint a representative to the WG at its next meeting.
- The WG will present its report/consult with the Board and PAC in the fall of 2015 and with the members in January 2015. The Board approves the final national event strategy. This

should be completed after hearing from members at the AGM.

5.4 NSO Enhancement Proposal

- Correspondence was received from the COC regarding potential funding support for NSF's that participated in the Deloitte/COC NSO Enhancement Project.
- Targeted NSO's such as RCA can submit individual proposals. Non-Targeted NSO's will benefit from broader initiatives developed to support NSO's across the board.

6. Director (Treasurer) – Brian Lamb

6.1 Approval: Club d'aviron de l'Université de Montréal

MOTION #6: Club d'aviron de l'Université de Montréal

Moved: Brian Lamb Seconded

That the Club d'aviron de l'Université de Montréal be approved as a probationary member of Rowing Canada Aviron.

Director, Matteo Cendamo recused himself and did not vote in Motion 6.

CARRIED.

Further discussion ensued on the criteria for Board approval of full Membership in RCA:

- Full membership approval by the Board following the one-year probationary period was reviewed. Membership applications from clubs with a non-competitive focus were noted to be more difficult to assess.
- It was noted that RCA staff often visit new clubs that offer different rowing programs, such as coastal rowing.

Action 1: Approval of Voting Members by the Board

- Based on staff visits as deemed necessary and consultation with the provincial rowing association, a report will be provided to the Board prior to the formal vote for Member approval following the probationary period.
- RCA policies and sanction regarding multi-sport clubs and associations also need to be reviewed.

6.2 Web Registration System – Peloton Agreement

- RCA owns the source code and data model of the Web Registration System (WRS), except for the Payment processing part.
- Peloton has submitted a response to an RFP to build a customized member registration solution to another NSF that would involve using some of the datamodel/source code that is RCA's.
- The Board agreed that Mike Walker, Brian Lamb, Joel Finlay and Donna Atkinson would represent the Board's interests to confirm any agreements with Peloton on the sale of the RCA Web Registration System.

7. Director – Joel Finlay

- No report.

8. Provincial Director – Matteo Cendamo

- Next PAC meeting is May 29th to discuss the appointment of a PAC representative on the National Event Strategy Group.
- PAC has reviewed the proposal for a face-to-face meeting September 20-21, 2015. This will not be a joint meeting with the Board.
- Date is to be confirmed.

9. Athlete Director – Jon Beare

9.1 CCES Meeting Review

Attended the CCES Meeting with Adam Parfitt in Ottawa. Adam organized RCA's participation at the meeting and was commended for his advance preparation.

Discussion items included:

- The CCES's Value Proposition Program supporting clean athletes and the integrity of sport. NSO's may sign up for the program for a fee.
- Changes to the therapeutic use exemption policy for athletes, not retroactive.
- New fees for the education and testing of athletes.
- Changes to the identification and tracking of the national athlete pool – this includes athletes that might have the potential to be selected for the National Team.

The CCES changes may result in more RCA staff involvement and changes to the tracking, reporting and education of athletes along with higher fees.

10. Director – Rick Crooker

- No report.

11. Director – Debbie Sage

- No report.

12. Other Business

National Team:

- Peter Cookson will provide a report to the Board regarding the current status of the National Team.

13. Date of Next Meeting

- The next meeting is a conference call July 8, 2014 at 4:00 p.m. PDT followed by a conference call in September, date to be confirmed.

14. Adjournment

The meeting was adjourned at 6:45 p.m. PDT.
