



ROWING  
CANADA  
AVIRON

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**Rowing Canada Aviron  
BOARD OF DIRECTORS MEETING  
Conference Call  
April 22, 2014**

**Attendance:**

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

Staff: Donna Atkinson, CEO  
Sid Murdoch, Secretary

Regrets: Debbie Sage, Director

1. Call to Order
  - The meeting was called to order by President Walker at 5:30 pm PDT.
2. Additions/Acceptance of Agenda
  - The agenda was reviewed. No additions.
3. Board Meeting Minutes

**MOTION #1: Minutes – February 18, 2014**

**Moved: Joel Finlay,                      Seconded,**

**That the Minutes of the Board Meeting, February 18, 2014, be approved as revised.**

**CARRIED.**

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4. President – Mike Walker
- 4.1 Approval – *In Camera* Meetings Policy

Section 3.2 of the policy was revised:

**3.2 Access to the Minutes of “In Camera” Meetings**

The minutes of *in camera* meetings are limited to the participants of the *in camera* meeting. Any requests for access to *in camera* Minutes by any other individual should be directed to the RCA

President who will consult with the members of the meeting within which the *in camera* discussion occurred prior to a decision whether to grant access or not to *in camera* Minutes.

#### MOTION #2: In Camera Meetings Policy

Moved: Rick Crooker                      Seconded

That the *In Camera Meetings* policy be approved as revised.

CARRIED

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#### 5. CEO – Donna Atkinson

Adjustment to the agenda under the CEO:

- Add Sponsorship.
- Remove Award's Report, to be included at the May meeting.

#### 5.1 Correspondence – Minister of State (Sport)

- Correspondence received from the Minister of State (Sport) was reviewed. This includes an expectation that NSO's will work to enhance the visibility of our federal partners. As Co-Chair of the Summer Sport Caucus, the CEO was able to attend a briefing on these expectations. In principle, given the funding received from Sport Canada the expectation is that they will receive visibility equivalent to that of a major Corporate Sponsor. At a minimum, it is expected that the addition of the "Canada" wordmark on RCA boats, clothing and signage at RCA events will be required and staff are already aware of this and implementing where feasible. The new visibility requirements will be *phased in* and RCA's Sport Canada program officer will be providing oversight.

#### 5.2 Approval – Record Keeping Policy

- The Record Keeping Policy is based on requirements the requirements identified in the new Not for Profit Act.

#### MOTION #3: Record Keeping Policy

Moved: Rick Crooker                      Seconded,

That the Record Keeping Policy be approved.

CARRIED

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#### 5.3 COC Meetings

- Summer and Winter sport caucus members met separately and together at the COC meeting in April and had an opportunity to present to the Session members. The caucus chairs also met with President, Marcel Aubut on the Sunday morning and with the COC Board of Directors later in the day.

Key items of discussion from the meeting included:

1. COC Athlete Appearance Protocol:

- NSF's will be required to provide a transparent process to athletes and the COC will provide simultaneous notification (athlete and NSF) regarding athlete appearance opportunities.
- Restrictions can be set by the NSF, specifying periods when athletes cannot be contacted such as training sessions prior to major regattas.
- Athlete appearances are also required to be approved according to the RCA Athlete Agreement.

NSF Enhancement Initiative:

- The Deloitte NSF review for the COC may result in some program support for NSF's. Further review by RCA will be required to determine program funding priorities.

5.4 CCES – New Anti-Doping program – 2015

- A letter from CCES was reviewed by the Board regarding a new proposed Anti-Doping program.
- Changes being proposed were discussed. Of concern are the expanded expectations on NSF's both financially and at a programming level. These new NSF financial and programming responsibilities for the delivery of anti-doping education and prevention programs could have a significant impact and there is some question of value.
- Staff are preparing to bring forward RCA's concerns at the next CCES meeting in May. Jon Beare and Adam Parfitt will attend on behalf of RCA.

5.5 Sponsorship

- A new potential sponsorship opportunity was discussed with the Board.

6. Director (Treasurer) – Brian Lamb

6.1 Approval – New Rowing Clubs

**MOTION #4: New Member – Chinook Rowing Club**

Moved: Brian Lamb                      Seconded,

That the Chinook Rowing Club be approved as a probationary member of Rowing Canada Aviron.

**CARRIED**

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**MOTION #5: New Member – Lunenburg Yacht Club – LYC Rowing**

Moved: Brian Lamb                      Seconded,

That Lunenburg Yacht Club – LYC Rowing be approved as a probationary member of Rowing Canada Aviron.

**CARRIED**

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- Lunenburg will use the RCA recreational fleet to start its programs. This includes a coastal shell.
- RCA will provide information to the new club regarding a contact person for the Sails and Shells program in Ontario.
- Clarification regarding RCA insurance will be provided.

6.2 RCA Equipment:

- RCA is reviewing options to deal with ownership and insurance with respect to equipment that is stored permanently in Europe.

7. Director – Joel Finlay
  - The upgrade to the women’s locker room facility at the London Rowing Centre’s is underway.
8. Provincial Director – Matteo Cendamo
  - The next PAC Meeting is May 8th. The face-to-face meeting in September will be discussed.
  - Dave Derry will provide information regarding the 2015 NRC along with a national event strategy update.
9. Athlete Director – Jon Beare
  - Attended the national team western trials in Burnaby.
10. Director – Rick Crooker
- 10.1 Canadian Rowing Foundation Update
  - The Board was briefed on the proposed changes to the Board of Directors of the Canadian Rowing Foundation.
11. Director – Debbie Sage
  - No report.
12. Other Business
- 12.1 In Camera
  - The meeting was moved *In Camera* to discuss an HR item.
13. Date of Next Meeting – May 20, 2014
14. Adjournment