



**ROWING  
CANADA  
AVIRON**

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**Rowing Canada Aviron  
BOARD OF DIRECTORS MEETING  
Thursday January 25, 2018  
7:00PM (EST)  
Mountbatton Room  
Chelsea Hotel Toronto**

**Board Meeting Minutes**

**Attendance:**

Carol Purcer, President  
Ian Gordon, Director  
Tom Hawker, Director (Treasurer)  
Peter McClelland, Athlete Director  
Marisha Roman, Director  
Carol Hermansen, Provincial Director  
Jennifer Walinga, Director

**Staff:**

Terry Dillon, CEO  
Sid Murdoch, Secretary  
Iain Brambell, High Performance Director

**1. Call to Order**

- The meeting was called to order at 7:00 p.m. EST.

**2. OTP Performance Partner Expectations – Mark Hahto**

- Mark Hayto of Own the Podium presented a report to the RCA Board.
- RCA's High Performance program was discussed along with the National Training Centre Facilities strategy.

**National Team Update**

- The Director of High Performance provided an update to the Board.

**3. Acceptance of Agenda**

- The meetings calendar item was deferred to a future meeting.

**MOTION #1: Board Meeting Agenda**

Moved: Ian Gordon                      Seconded,

That the Board Meeting Agenda, January 25, 2018, be approved as amended.

**CARRIED**

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**4. Review and Approval of Previous Minutes:**

4.1 Board Meeting Minutes – January 11, 2018

Business Arising:

Gender Inclusion Policy:

- A gender inclusion policy referenced in the previous meeting is not available. Waiting for a template to be provided by the COC and EGALE.

FISA Nations Meeting:

Attended best practices meetings at the FISA Nations Conference in London England. There were presentations on:

- Effective National Indoor Rowing Programs.
- Organizing a national sprint league from Germany.
- Coastal Rowing from Italy and Denmark.
- Olympic solidary program and grants that might be available to assist NT athletes. Mostly for developmental countries.

**MOTION #2: Board Meeting Minutes**

Moved: Tom Hawker                      Seconded,

That the Board Meeting Minutes, January 11, 2018, be approved.

**CARRIED**

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**5. President**

5.1 Meetings calendar – 2018

Deferred.

5.2 Motion - 2018 Annual Meeting - Proposed Date & Time: September 20, 2018 at 5:30 pm Pacific

**MOTION #3: RCA Annual Meeting**

Moved: Carol Hermansen                      Seconded,

That the 2018 RCA Annual Meeting be held September 20, 2018 at 5:30 pm PDT.

**CARRIED**

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5.3 Motion - 2019 National Conference - Proposed dates and location: January 24-26, 2019 (location TBA)

**MOTION #4: 2019 RCA National Conference**

Moved: Ian Gordon                      Seconded,

That the RCA National Conference be held January 24 to January 26, 2019 at a location in Alberta.

**CARRIED**

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Consider holding more club related sessions on Saturday at the National Conference.

5.4 Motion - 2019 Semi-Annual Meeting - Proposed date and location: January 27, 2019

**MOTION #5: 2019 RCA Semi-Annual Meeting**

Moved: Ian Gordon                      Seconded,

That the 2019 RCA Semi-Annual Meeting be held January 27, 2019 at a location to be announced.

**CARRIED**

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5.5 Motion – Appointment of the Scrutineer

**MOTION #6: Scrutineers, 2018 RCA Semi-Annual Meeting**

Moved: Ian Gordon                      Seconded,

That Scott Anderson and Janet Lancaster be appointed as scrutineers for the 2018 RCA Semi-Annual Meeting.

**CARRIED**

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Semi-Annual Meeting:

- Reports included on the Agenda are from the President, CEO and Treasurer.
- Waiving the reading of reports will be announced during the report section. Questions may also be presented to the Board from the floor.

**6. CEO**

6.1 National Training Centre and Facilities (Terry Dillon, Peter McClelland)

- The National Training Centre and Facilities review process is underway led by the Sport Law and Strategy Group. The Group's representative will attend the membership's session on Friday evening.

- Emma Robinson and Andranne Morin were added to the Facilities Strategy Working Group.
- The interview process has started with initial key stakeholders. 70 stakeholders have been identified not including athletes.
- Iain Brambell will be speaking to the National Team daily training environment at a session prior to the facilities strategy session.

## 6.2 2018 World Coastal Championships

- A group has put together a proposal to host the 2018 World Coastal Championships in Victoria.
- A letter of support was provided by RCA after reviewing the plan.
- A FISA representative, Gwen Batton, met with the group and a bid was prepared and sent to FISA.
- FISA contacted RCA and is prepared to offer the Championships to the group, subject to RCA's endorsement.
- Any financial risk is covered by the group, not RCA.
- The group needs to apply for membership with RCA.
- Approximately 48 coastal rowing shells will be used during the event.

### MOTION #7: 2018 World Coastal Championships

Moved: Peter McClelland    Seconded,

That RCA accepts FISA's invitation to the Victoria Coastal Group to host the 2018 World Coastal Rowing Championships.

CARRIED

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## 7. Treasurer – Tom Hawker

- A financial update was provided by the Treasurer including RCA's quarterly financial statements to December 31, 2017 and a preliminary budget for 2018 - 2019.

## 8. Secretary

- Advance registration for the Semi-Annual Meeting will be ongoing from Friday to Sunday.

## 9. Provincial Director – Carol Hermansen

- Meeting separately with all provincial rowing associations.
- Masters championships will be a topic of discussion.
- Registration and Sanction - important that clubs are informed by RCA about the sanction and registration process as we approach the new rowing season.
- The PAC meeting on Sunday will include a discussion regarding proposals from members and changes to RCA's By-laws.

## 10. Athlete Director – Peter McClelland

- Continue working on the National Training Centre Facilities initiative.
- Meeting with the National Team athletes in February.

## **11. Director – Ian Gordon**

- Draft guidelines for the nominating process are currently being reviewed by the committee. To be presented to the Board at the next meeting.

## **12. Director – Marisha Roman**

### **12.1 RCA Governance Policy – Board Decision Process**

- The Board's decision making process was reviewed as related to proposals from members.
- According to the By-Laws, all proposals from members must be provided within 90 days but that doesn't bind the Board in recognizing a proposal sent after that date.
- The subject of a proposal from RowOntario regarding the London National Training Centre facility was discussed by the Board at the December 2<sup>nd</sup> meeting, although the proposal was not actually received until December 19<sup>th</sup>. RowOntario was then advised that the proposal could not be formally considered by the membership in a motion at the Semi-Annual Meeting due to the 90 day notice requirement in the By-laws.
- Important that the full Board is included in the communication of any proposal from the membership even if it is after the deadline in the By-laws.
- It was noted that progress has been made regarding RCA's National Training Centre Facility Strategy and an open discussion will be held with the membership at a session on Friday evening.

## **13. Director – Jennifer Walinga**

- Nothing to add.

## **14. Other Business**

Note on the Annual Report:

- Important that an official version of the signed Auditor's report is included in the Annual Report financial statements section.

## **15. Next Meeting**

- To be reviewed after the calendar poll is finalized.

## **16. Adjournment**

- The meeting was adjourned at 10:00 p.m. EST.