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

Board Meeting Minutes

Attendance:
Carol Purser, 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.

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.
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 solidarity 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

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
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

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

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

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

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\textsuperscript{nd} meeting, although the proposal was not actually received until December 19\textsuperscript{th}. 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.