Rowing Canada Aviron
BOARD OF DIRECTORS MEETING
Conference Call

Wednesday July 25, 2018
4:00 p.m. PDT

MINUTES

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

Staff:
Terry Dillon, CEO
Sid Murdoch, Secretary

1. Call to Order

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

2. President’s Opening Remarks

- It was noted that this meeting was added recently but it is required in order for the Board to approve the audited financial statement and matters related to the Annual Meeting.

3. Acceptance of Agenda

Item 10.1 Event Attribution, was added to the agenda.

MOTION #1: Board Meeting Agenda

Moved: Ian Gordon Seconded,
That the Board Meeting Agenda, March 14, 2018, be approved as amended.

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

4.1 Board Meeting Minutes - June 14, 2018

**MOTION #2: Board Meeting Minutes**

Moved: Peter McClelland  
Seconded,  
That the Board Meeting Minutes, June 14, 2018, be approved.  
CARRIED

5. **Business Arising**

FISA Commission Nominations – It was noted that Rebecca Orr’s position as a member of the PARA Rowing Commission was not reviewed at the June meeting.

**MOTION #3: FISA PARA Rowing Commission**

Moved: Carol Hermansen  
Seconded,  
That Rebecca Orr be endorsed by RCA as a candidate for the FISA PARA Rowing Commission.  
CARRIED

Joint Henley Commission - There has been follow up with the Henley Commission. Meeting to be held tomorrow.

6. **President’s Report**

6.1 Scrutineer

**MOTION #4: Appointment of the Scrutineer, 2018 RCA Annual Meeting**

Moved: Tom Hawker  
Seconded,  
That Jeff Lay be appointed as Scrutineer for the 2018 RCA Annual Meeting.  
CARRIED.

7. **Treasurer’s Report**

7.1 Audit Committee Report

The report of the Audit Committee meeting held on July 17, 2018, was reviewed by the Board.

An overview of the Audit Report and Financial Statements, period ending March 31, 2018, was provided by the Treasurer.
MOTION #5: Audit Committee Report

Moved: Ian Gordon  Seconded,

That the report of the RCA Audit Committee be accepted.

CARRIED.

7.2 CARA Audited Financial Statements

MOTION #6: Audited Financial Statements

Moved: Jennifer Walinga  Seconded,

That the Audited Financial Statements, period ending March 31, 2018, be accepted.

CARRIED.

7.3 Appointment of the Auditor

Based on their history and knowledge of RCA, Grant Thornton LLP was recommended as auditors for the next fiscal year.

MOTION #6: Appointment of the Auditor

Moved: Tom Hawker  Seconded,

That Grant Thornton LLP Chartered Accountants be recommended to the membership as auditors for the year ending March 31, 2019.

CARRIED.

8. CEO

National Team:
- Attended World Cup Lucerne. Good performances by the National Team.
- U23 racing this week, large team of NextGen athletes will be competing.
- Important to recognize and celebrate the improvement and recent successes of National Team athletes.

Human Resources:
- Following the launch of the new event system in April, it was recognized that additional staff support is required. As a result, a new entry level position will be advertised later this week.

9. Director (Walinga)

9.1 RCA NTC RFP - update
- There has been a good amount of communication around the NTC RFP.
• A web page resource for all of the applicants has been created including an FAQ and criteria to assist with RFP submissions.
• RCA HP staff have also responded to questions directly.
• The deadline for submission of full proposals is September 15th 2018.

10. Director (Gordon)

10.1 FISA Event Attribution

• Letter from Matt Smith, FISA, regarding a new event attribution process.
• 5 sites were identified by RCA: Montreal, St. Catharines, Welland, Kenora and Burnaby lake
• RCA has followed up and answered questions from these potential event sites. All were interested in submitting expressions of interest for various events.
• Expressions of interest need to be submitted to FISA by July 31st.

11. Athlete Director (McClelland)

• Attended Speed Orders in London. Lots of energy among athletes with a wide range of participation from Junior to Senior levels.

12. Provincial Director (Hermansen)

• PAC projects include Coastal, Masters and Indoor rowing and there has been great communication among the various working groups since the previous meeting in early June.

13. Director (Roman)

• Working with Terry and Jennifer Fitzpatrick on a policy review.
• There will be additional follow up on this important project.

14. Next Meeting

• August 22, 2018 - Conference Call
• December 1 – 2, 2018 – Face to Face, location to be determined