



**ROWING**  
**CANADA**  
**AVIRON**

www.rowingcanada.org

**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

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#### **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

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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.

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#### **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.

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## 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.

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## 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.

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## 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 15<sup>th</sup> 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 31<sup>st</sup>.

## **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