



**ROWING
CANADA
AVIRON**

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**Rowing Canada Aviron
BOARD OF DIRECTORS MEETING
Tuesday, September 23, 2014
5:30PM (PDT) / 8:30PM (EDT)**

In Attendance:

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

Staff: Donna Atkinson, CEO
Sid Murdoch, Secretary

1. Call to Order

- The meeting was called to order by President Walker at 5:30 p.m.

2. Additions/Acceptance of Agenda

- No changes or additions.

3. Board Meeting Minutes

MOTION #1: Minutes – July 8, 2014

Moved: Debbie Sage Seconded

That the minutes of the July 8, 2014 RCA Board of Directors meeting be approved.

CARRIED

4. President

4.1 World Senior Rowing Championships

- A very well organized regatta and an opportunity to meet with other national federations.
- Details regarding the results of our national team crews will be provided at the November board meeting.

4.2 Commonwealth Rowing Association Meeting Agenda

- A debrief was provided from Mike Morrice, Chair, Commonwealth Rowing Association, on the 2014 Commonwealth Rowing Championships held in Scotland - good representation from the Commonwealth countries. The document will be distributed to the Board.

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Member of: F.I.S.A./Membre de F.I.S.A., Canadian Olympic Committee/Comité Olympique Canadien
Canadian Paralympic Committee/ Comité paralympique canadien

- The Commonwealth Games Sports Review was discussed. Rowing is not currently included as a core sport. Based on the review, the core sports will be finalized in 2015.
- A discussion was held regarding bidding for the next Commonwealth Rowing Championships, Australia may decide to host in 2018 but is unsure of attendance by other Commonwealth countries. As a result, the host for the regatta has not been finalized. Also discussed were locations closer to the 2018 U23 World Championships.
- Australia will nominate a chair to the Commonwealth Rowing Society based on its hosting of the next Commonwealth Games.
- A call for applications to become a Board member of Commonwealth Games Canada was circulated to the Board. It was determined that RCA would not seek a seat at this time.
- Edmonton is bidding on the 2022 Commonwealth Games. RCA has been working with the Canadian Commonwealth Games Federation and FISA on regarding the inclusion of rowing in the bid.

4.3 FISA Congress:

Congress participants met in working groups on a number of important topics including:

- Universality, Equity, and Championships bidding:
 - Universality & Equity– very important to FISA in order to comply with Olympic Committee requirements. There is a gap between the number of FISA Federations, 142, and the number of Olympic Federations, 206. To increase the number of FISA federations, prospective island countries are being considered. As requested by FISA, RCA is working on a development project with St. Vincent and the Grenadines.
 - Coastal rowing is important – island countries may not have a suitable 2000 metre body of water but they do have a coastline. Coastal events could also be considered at future Olympic Games.
 - FISA Championships Bidding – bidding fees and technical requirements were reviewed including the U23 and Junior World Championships - technical requirements are the same as for the Senior event.
- There was a presentation from the organizing committee, 2015 World Championships, Aiguebelette, France. Board members were encouraged to go to the event website: <http://aiguebelette2015.com/?lang=en>.
- Five countries expressed interest in bidding on the 2019 World Championships.
- There will be a National Federations Meeting in London England – first week in March 2015. RCA may send representatives.
- A Clean Water Initiative was discussed with the World Wildlife Federation.
- Commission Chair Elections - Rosie Mayglothling from Great Britain was elected to Chair the Competitive Rowing Commission.
- Commission Nominations – Three nominations for the Competitive, PARA and Events Commissions have been put forward to FISA by RCA.

4.4 Trans Gender Rowing

- At the invitation of the Ottawa New Edinburgh Club, President Walker attended the awards ceremony for the Ottawa Sculling Marathon. There were 2 Transgender athletes participating as part of a special initiative leading to much media and political involvement.
- RCA's Equity Policy addresses gender in a broad manner and RCA will need to address this more specifically in the future. Much of the current literature has been reviewed and the Canadian Centre for Ethics in Sport is looking at this at a policy level.

4.5 Provincial Advisory Council Meeting

- President Walker attended the PAC meeting and debriefed the Council on Board Strategy, nomination process for Provincial Director and PAC Governance.

5. CEO – Donna Atkinson

5.1 Award's Policy - Transitional

- A revised Award's Policy was provided to the Board, a transitional policy that covers 2014 only. This will be reviewed again in 2015 with further changes to streamline the policy.
- Key changes in 2014 include coach of the year, volunteer of the year and umpire of the year with some changes on the athlete awards point system.
- PAC reviewed the award's policy and recommended a few changes regarding provincial nominees – only the top 2 nominees will be profiled. The changes are reflected in the Policy put forward for Board approval
- The trust fund awards will be reviewed along with other changes next year.

MOTION #2: 2014 (Transitional) Award's Policy

Moved: Matteo Cendamo Seconded

That the transitional 2014 RCA Award's Policy be approved.

CARRIED

5.2 CEDC Terms of Reference

- Jacquelyn Novak met with provincial representatives regarding revisions to the CEDC Terms of Reference. Consideration was given to online education and alternative delivery options for the coaching program. This will require broader skillset requirements for committee members, including the need for additional members of the committee. The revised terms of references addresses this issue.

MOTION #3: CEDC Terms of Reference

Moved: Debbie Sage Seconded

That the revised CEDC Terms of Reference be approved.

CARRIED

6. Director (Treasurer) – Brian Lamb

6.1 RCA Audit Committee – Reserve Fund

- The Audit Committee met August 26th - Joel Finlay was appointed as committee chair.
- The audited statement was reviewed and a few changes were recommended by the committee.
- The audit is complete.
- The Audit Committee considered the strategic goal of building a sustainable organization and recommended the establishment of a reserve fund.

MOTION #4: RCA Reserve Fund

Moved: Brian Lamb Seconded

That Rowing Canada Aviron establishes a Sustainable Organization Reserve to provide a source of funds in order to withstand unanticipated financial shortfalls and transfers \$200,000 into this Reserve from Unrestricted Net Assets effective March 31, 2014.

CARRIED.

- The reserve fund can be reviewed and adjusted as required by the Board.
- Further information regarding the reserve fund can be added to the 2013 – 2014 RCA Financial Statement.
- A policy regarding the reserve fund will be developed.

6.2 2013 – 2014 Audited Financial Statements

- It was noted that the Umpire Reserve Fund is included under the Internally Restricted line item, Net Assets.

MOTION #5: 2013 – 2014 Audited Financial Statements

Moved: Brian Lamb Seconded

That the RCA 2013 – 2014 Audited Financial Statements be approved with the following amendment to Note 7:

The RCA Board has approved the establishment of a sustainable organization's reserve fund to provide a source of funds in order to withstand unanticipated financial shortfalls. During the year, \$200,000 was appropriated to this reserve.

CARRIED.

- It was noted that the auditor has been advised of the change.

7. **Director – Joel Finlay**

- Canadian coach Frank Read is not currently in the Canadian Sport Hall of Fame. A group in Vancouver is organizing the nomination - a letter of support is requested from RCA.
- It was noted that nominations for awards should be reviewed by the Award's Committee. The Nomination information for Frank Reid will be forwarded to Donna for follow-up by the Award's Committee.

8. **Provincial Director – Matteo Cendamo**

PAC Meeting:

- The face-to-face PAC meeting went well and the members appreciated having more time to discuss provincial items. It will be important going forward for PAC members to bring in their own agenda items regarding the strengths and weaknesses for every province.
- Coaching and coach education were identified as areas of special need along with membership issues.
- The nomination process for the Provincial Director was reviewed by PAC.

9. Athlete Director – Jon Beare

- Nothing to report

10. Director - Rick Crooker

- Agenda items sent to the RCA office will be added to the face-to-face board meeting in November.

11. Director – Debbie Sage

- Attended the Youth Olympic Games regatta in China as a FISA umpire - a great experience.

12. Other Business

12.1 Application for Special Association Membership - Cascadia Regatta Organization

- The Cascadia Regatta Association was originally formed in BC to develop masters rowing, with it's principal function being to organize regattas. These regattas are sanctioned by Rowing BC and RCA.

MOTION #6: Cascadia Regatta Association

Moved: Joel Finlay Seconded

That the Cascadia Regatta Association be approved as a probationary Special Association member of RCA.

CARRIED.

13. Date of Next Meeting – November 15 – 16, 2014

- The original date for the face-to-face meeting was November 1st and 2nd .
- Based on scheduling conflicts among board members, the meeting date was moved to November 15th and 16th, 2014. The meeting will be held in Toronto.

14. Adjournment

- The meeting was adjourned at 7:15 p.m.