



ROWING CANADA AVIRON

Rowing Canada Aviron
BOARD OF DIRECTORS MEETING
December 1 - December 2, 2018

HOTEL:

Grand Pacific Hotel
463 Belleville Street
Victoria, British Columbia, V8V 1X3

MINUTES

Attendance

Carol Purcer, President
Tom Hawker, Director
Jennifer Wallinga, Director
Peter McClelland, Athlete Director
Carol Hermansen, Provincial Director
Marisha Roman, Director
Heather Holden, Director

Staff

Terry Dillon, CEO
Iain Brambell, High Performance Director (Saturday December 1st)
Adam Parfitt, Director of HP Coach and Athlete Pathways (Saturday December 1st)
Jennifer Fitzpatrick, Director Partnerships and Sport Development (Sunday Dec. 2nd)
Stephen McMurray, Member Services Administrator
Sid Murdoch, Secretary (Sunday December 2nd)

Saturday Dec. 1st, 2018

1. Call to Order

President Purcer opened the meeting at 9:10 AM PST

2. President's Opening Remarks

It was recognized that the meeting was held on the unceded Coast Salish territory of the Lekwungen and Saanich Nations.

The President's opening remarks were reviewed including reference level funding depending on the distribution among sports, still an ongoing piece that impacts National Programming.

RCA's Sport Canada submission has been made, case officer may get back by January 2019 - could impact funding by up to 10%

2.1 New Board Member & Introductions

- Heather Holden was introduced. Heather was elected in September as a Director at Large.
- Stephen McMurray was introduced. Stephen was recently hired as RCA Member Services Administrator and will be taking minutes during the meeting.

3. Review and Approval of Previous Minutes:

Changes to the minutes:

- 14.1 compliment changed to complement
- Spelling: Meeting adjourned

MOTION #1: Board Meeting Minutes

Moved: Marisha Roman Seconded,

That the Board Meeting Minutes, August 22, 2018, be approved as amended.

CARRIED

4. Finance Update and Budget

MOTION #2: Treasurer

Moved: Jennifer Walinga Seconded,

That Tom Hawker be appointed as RCA Treasurer for a term until the next RCA Annual Meeting.

CARRIED

The appointment of Treasurer must be an annual appointment as part of the Annual Meeting process.

5. National Training Centre and Facilities Strategy (Walinga, McLelland, Dillon, Brambell, Parfitt)

The meeting was held *In Camera* to review a report provided by the NTC Facilities Strategy Project Committee.

- The NTC Project Committee's next conference call meeting is December 14, 1:00 PM PST.

6. Strategic Priorities - High Performance Program (Brambell)

A report on the High Performance Program was provided to the Board.

6.1 High Performance Update

- High Performance Culture - there is a more performance based culture among athletes.
- There is a strong U23 women's program graduating into the Senior program.

- Progress has been made in the Men's Junior Program.
- Year 2 Challenges:
 - Lack of revenue diversification.
 - Increased International team competitiveness and size.
 - There will be a focus on winnable Olympic events.
 - Training Centre athlete support program - making performance based adjustments to the budget that include extended athlete benefits..
- Tokyo 2020 Plan:
 - Increased Para Olympic Benchmark from 1 to 2.
 - Increased Olympic Benchmarks from 2 to 3.
 - Gap analysis to be done twice a year with a focus on coaching, including additional female coaches, international starts and increased competition in the daily training environment.
 - Annual Quadrennial Debrief including athlete surveys, staff consultations, Sport Science Sport Medicine (SSSM) written reports.
 - Olympics Planning update:
 - Signed MOU with Sagami City for National Team to be tested in advance by the RCA Junior World Championships team.

7. Strategic Priorities - NextGen Program (Parfitt)

7.1 NextGen Update

- Highlights:
 - Monitor athlete pathway.
 - NRC - 14 athletes in A-final in 2017, 23 athletes in A-final in 2018.
 - Role: to increase the number of athletes in the Senior Program.
 - 2019 - Committed to a U21 project and Pan-Am Games qualifier.
 - NSO and CSI Network Collaboration.

7.2 NextGen - PARA Update and Rules of Racing

- Moving from a system development to a recruitment strategy system, including Talent ID.
- Focuses for 2018:
 - Identified need for female participants in the PR2 classification.
- Evaluation and Shifts:
 - Moving from strategy to action.
 - Athletes need to meet targets related to ergometer performance and on water speed.
 - Important that NextGen athletes compete.
 - Talent Id shifts with the RBC Training Ground and Learn to Row programs through Hubs.
 - Conducting Gap Analysis with specific goals and targets for athletes.
- Monitoring Camps:
 - Coach / Athlete Feedback is conducted with Race and Speed Assessment Reports.

Rules of Racing Concept Adjustments

- Eligibility:
 - Need to be classified by Medical and Technical.
 - Athlete must be registered in the web registration system.
- Para athletes must compete with Para athletes - Inclusion Option
 - Important to include Para athletes in a competitive environment.

- At Canadian Events, Para athletes must meet Canadian eligibility requirements and be classified through the Canadian process

7.3 NextGen - Coach Development

- NextGen Coaching strategy - 2 streams:
 - High Performance Coach Context Evaluation.
 - Coach Development Program.

PanAm Qualifiers:

- Technical package received late in 2017 after the budget for the next year was approved.
- Short time to plan and organize.
- Need to qualify boats.
- Self-paid.

Agenda revisions: Item 15.1 was reviewed followed by the President's report.

15.1 Athlete Representation Policy

- 5 athlete representatives on the athlete council along with the addition of the Para athlete representative.
- Para representative can be outside the NTC based on the 50/50 model.
- Athletes meet on a regular basis.
- Athlete elections held in January.
- Monthly opportunities for communication.
- The Policy was adjusted to clarify the Election Process.

MOTION #3: Athlete Representation Policy

Moved: Peter McClelland Seconded,

To accept the Athlete Representation Policy as amended.

CARRIED

10. Presidents Report

10.1 COC

Attended the Leadership Summit in Calgary, topics presented and discussed were:

- Defining what is/is not a Para Athlete without bias.
- Lessons learned from the Calgary Olympic bid.
- Passing of COC policy for Tokyo 2020.
- Sport Canada update was provided with a thorough review of the Sport funding Framework:
 - \$30million in funding for female youth in sport.
- Committees were formed - Safe Sport and Eradicating Abuse in Sport:
 - In support of the new safe sport policies, PAN Sport may provide funding to sports that cannot afford full time staff.

10.2 FISA Congress

FISA Congress Agenda included:

- A review of the rules of racing.

- Changes that will occur at the Olympics
 - Television coverage as related to rowing was reviewed - important that rowing is an exciting sport.
 - Sports were encouraged to adapt to changing demographics.

10.3 National Federations Meeting - Berlin

- Development ideas were presented:
 - New model for increasing diversity in clubs, how to get people involved in rowing.
 - International Indoor rowing models were reviewed including the French federation model.

10.4 FISA Commission Representation

Along with Tricia Smith, FISA Vice-President, Canada has the following representation on FISA Commissions:

- Peter Cookson, Competitive Rowing Commission
- Rebecca Orr, PARA Rowing Commission
- Julien Bahain, Athletes Commission
- Matt Draper and Bill Schenck, Events Commission
- Mike Wilkinson, Sports Medicine Commission

10.5 Commonwealth Rowing Association (CRA)

- Met and held elections. Peter Cookson was elected as President with Executive members from Scotland, India and Ireland.
- 16 new countries joined the CRA for a total of 31 member countries.

10.6 National Rowing Championships

- A 2008 Olympic Reunion was held.
- Athlete banquet was held on Sunday instead of Saturday.
- Canada's 1956 Olympic Rowing team was recognized - first ever Canadian rowing Gold Medal at the Olympics.
- Hosting the National Rowing Championships - a review with Rowing BC was suggested.

The meeting adjourned on Saturday at 5:00 p.m.

Sunday Dec. 2nd

Meeting reconvened at 8:35 AM PST.

President Pucer and Director Walinga could not attend the meeting on Sunday and sent their regrets.

Chair of the Meeting:

- Director Roman was appointed as Chair for the remainder of the meeting.

Adjustments were made to the order of the Agenda for the following items to accommodate travel requirements:

- 4. Finance and Budget Update.
- 12.1 Committee on Dues and Fees.
- 11.5 Voting Members.
- 14.5 Umpire Licensing.

11. Strategic Priorities - Partnerships and Sport Development (Fitzpatrick)

11.1 Sport Development Priorities

- World Coastal Championships
 - Coastal rowing is gathering interest following the World Championships in Sidney. Plans and strategy for coastal rowing will be reviewed in 2019.
- Every Coach Certified - a prominent initiative with the pilot expected to be launched in March 2019.
- Sanctioning
 - BC and Ontario are looking for guidance as related to umpires including procedures and jurisdiction. Clarity is needed in the sanctioning policy.

11.2 Marketing and Communications

- Launched the new RCA brand just before the World Championships.
- Received mostly positive comments:
 - Merchandise kit will be for sale on the website (when new website goes live).
 - Apparel for staff and the board was discussed. It was noted that a staff member is not currently assigned to manage clothing and there is no funding for clothing.
- Launch of the new website will occur in December or January. Waiting for the French side to be finalized.

11.3 Event Management - RegattaCentral

- Exploring options with RegattaCentral. The Next Gen System was developed as a new platform by RegattaCentral but is only used by RCA and there were quite a few issues with the new system in 2018. Based on those issues, switching to the *Legacy* system, currently used by all other countries, is under consideration. A gap analysis will be done soon to determine the best option for our users.

11.4 New Membership Model

- It was projected there would be 12,000 participants including 4,500 competitive.
- Reports have been prepared based on 6 months of activity under the new model reflecting just over 5,000 unique individuals that have competed. However, the number of overall participants is projected at 11,500 in 2019 so lower than expected.

11.5 Umpire License Policy

- A revised Umpire License Policy was reviewed by the Board.
- This policy has been in draft form since 2013.
- The Definitions and Procedures sections were discussed.
- There are sections that need to be amended including The Definitions section items G through K.

MOTION #4: Umpire Licensing Policy

Moved: Tom Hawker Seconded,

To accept the Umpire Licensing Policy as amended.

CARRIED

12. Treasure's Report

Finance Update and Budget

The Treasurer provided a finance and budget update to the Board, 2nd quarter results as at September 30th, 2018.

12.1 Committee on Dues and Fees Report

- The 2018 Committee on Dues and Fees Report was reviewed by the Board.
- Revenue shortfalls related to membership fees and Sport Canada funding were discussed.
- It was noted that a plenary session must be held on the day before the Semi-Annual Meeting.
- The Committee on Dues and Fees report must be sent at least 21 days in advance.

It was determined by the Board that:

1. Further changes to the Committee on Dues and Fees report may provide additional clarity in support of the recommendations and motions in the report. The Committee will be contacted.
2. Further information clarifying RCA's financial position from the Treasurer as related to dues and fees is needed. This will be prepared as an additional report from RCA as supporting documentation to the Committee's report and the plenary session.

MOTION #5: Committee on Dues and Fees Report

Moved: Peter McClelland Seconded,

To accept the 2018 report of Committee on Dues and Fees to be presented to the membership at the Semi-Annual Meeting.

CARRIED

13. CEO

13.1 Staffing Update

The meeting was held *In Camera* to discuss Human Resources Issues.

13.2 Event and Competition Strategy & World Rowing Hosting Update

- Expressions of interest have been sent to FISA for World Championships Events:
 - 2022 Junior World Championship in Montreal
 - 2023 World Masters Championship in Burnaby
 - 2024 World Championships in St. Catharines

13.3 RCA National Conference Schedule & Board Attendance

- Calendar messages to be provided as related to board meetings at the conference.

13.4 Hall of Fame

- Nominations for the Hall of Fame were reviewed by the Board.

13.5 RCA Awards Report

- The RCA Board reviewed the 2018 RCA Award's report.
- As a retiring Director at Large, Ian Gordon will be acknowledged.
- Athlete of the Year awards still need to be nominated.

13.6 Abuse and Harassment Policy

- It is a funding requirement by Sport Canada that RCA has a updated Abuse and Harassment Policy.
- RCA Staff held an Abuse and Harassment training day and all staff were required to attend. Training was provided by professional staff from Skate and Tennis Canada.
- Will also be addressed through a new coaching program - RCA Essentials.
- RCA has announced its support for this program on the website. Other promotional ideas can be considered such as an additional statement of support.
- The overall policy review will include the core documents including compliance and conditions to be a member of RCA.

13.7 National Rowing Championships / Canada Cup Hosting Agreement

- The date of the 2019 National Rowing Championships has not yet been confirmed.
- The agreement RCA has with Rowing BC ends after the 2019 Championships.
- A decision on the date and next steps with respect to hosting the event in 2020 and beyond will need to be made soon by the Board.
- To be included on the agenda of the January 26th meeting.

14. Secretary

14.1 Governance Calendar – Board Meeting Dates

- Not complete, important for staff and the Board that meeting dates are finalized soon.

14.2 Semi-Annual Meeting – January 27, 2019

- The Semi-Annual Meeting meeting schedule was reviewed.

14.3 Agenda

- The proposed Semi-Annual Meeting Agenda was reviewed. There were no changes.

14.4 By-Law Amendments for Ratification

- By-Law Amendments that will be put forward to the membership for ratification were reviewed.

14.5 Motions – Voting Members

The following probationary members were reviewed by the Board. All were in good standing and have completed a one year probationary period according Section 3 Admission as a Member, RCA By-laws:

- Lillooet Rowing Club (BC)
- Alumni Blue Rowing Club (ON)
- Aviron Knowlton (QC)

MOTION #5: Voting Member: Lillooet Rowing Club

Moved: Carol Hermansen Seconded,

To approve the Lillooet Rowing Club as a voting member of RCA.

CARRIED

MOTION #6: Voting Member: Alumni Blue Rowing Club

Moved: Tom Hawker Seconded,

To approve the Alumni Blue Rowing Club as a voting member of RCA.

CARRIED

MOTION #7: Voting Member: Aviron Knowlton

Moved: Heather Holden Seconded,

To approve Aviron Knowlton as a voting member of RCA.

CARRIED

15. Provincial Director (Hermansen)

- PAC (Provincial Advisory Council) is working well together.
- Understand that their role includes growing rowing in Canada.
- The importance of collaboration was noted.
- A project by PAC on Masters rowing has been completed. Next steps require additional study.

16. Director (Roman)

- Nothing to add.

Director (Holden)

- Nothing to add.

17. Adjournment

- The meeting was adjourned at 1:20 PM PST