



ROWING CANADA AVIRON

Rowing Canada Aviron
BOARD OF DIRECTORS MEETING
Saturday January 26, 2019 - 11:00 am

HOTEL:
Hotel Arts Calgary
Galleria Meeting Room

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
Sid Murdoch, Secretary
Jennifer Fitzpatrick, Director of Partnerships and Membership Development

1. Call to Order

The meeting was called to order by President Purcer at 11:00 a.m. MDT.

2. President's Opening Remarks

RCA Board - PAC Joint Meeting:

- The Board and PAC held a joint meeting. The importance of face to face meetings with the provinces was noted.
- There is a domestic voice that needs to be heard.
- Discussion ensued regarding PAC's role and the need for a more fully developed domestic strategy that serves the membership.
- Support mechanisms were discussed. Sharing ideas to assist new clubs and provide more resources, engagement with schools, grants and funding.
- Important that RCA and PAC work together to achieve goals.
- It was noted that there is a time restriction for joint meetings held at the National Conference. As an alternative, creating an online meeting forum could provide more time for a proper agenda at a lower cost than face to face meetings.

3. Approval of Agenda

[MOTION #1: Board Meeting Agenda](#)

Moved: Tom Hawker Seconded,

That the Board Meeting Agenda, January 26, 2019, be approved.

CARRIED

4. Review and Approval of Previous Minutes:

4.1 December 1 - 2, 2018

MOTION #2: Board Meeting Minutes

Moved: Tom Hawker Seconded,

That the Board Meeting Minutes, December 1 - 2, 2018, be approved.

CARRIED

4.2 December 14, 2018

MOTION #3: Board Meeting Minutes

Moved: Carol Hermansen Seconded,

That the Board Meeting Minutes, December 14, 2018, be approved.

CARRIED

4.3 December 22, 2018

MOTION #4: Board Meeting Minutes

Moved: Heather Holden Seconded,

That the Board Meeting Minutes, December 22, 2018, be approved.

CARRIED

MOTION #5: In Camera

Moved: Peter McClelland Seconded,

That the Board Meeting be held *In Camera*.

CARRIED

5. Treasurer's Report - 3rd Quarter Financial Update

The Board reviewed a 3rd Quarter Financial Update report as at December 31, 2018.

MOTION #6: Out of In Camera

Moved: Peter McClelland Seconded,

That the Board Meeting be held *Out of In Camera*.

CARRIED

6. Plenary Session & Semi-Annual Meeting

- The Committee on Dues and Fees has submitted its recommendation to the membership and this will be reviewed at the Plenary Session. The report includes 2 motions calling for a \$4 increase in the RCA Base Fee to \$24, and a .50 increase in the Seat Fee to \$3.75.
- There was correspondence received from a provincial rowing association, including a request for RCA's financial information. A summary of RCA's statement for the past 4 years will be provided along with the information that was provided to the Committee on Dues and Fees.

MOTION #7: Scrutineer

Moved: Jennifer Walinga Seconded,

That Donna Cunnin be approved as Scrutineer for the 2019 RCA Semi-Annual Meeting.

CARRIED

7. 2019 Board Meeting Calendar

- March 6 - Conference Call
- April 27/28 - Face to Face in Victoria
- May 22 - Conference Call
- July 17 - Conference Call
- September 19 - Annual Meeting Call
- November 9/10 - Face to Face in Toronto
- December 11 - Conference Call

8. Annual Meeting Date – Motion for Approval

MOTION #8: Annual Meeting

Moved: Marisha Roman Seconded,

That the RCA Annual Meeting be held on September 19, 2019 at 5:30 p.m. PDT.

CARRIED

9. Semi-Annual Meeting Date – Motion for Approval

MOTION #9: Semi-Annual Meeting

Moved: Carol Hermansen Seconded,

That the RCA Semi-Annual Meeting be held on January 26, 2020.

CARRIED

10. National Conference Date and Location

MOTION #10: 2020 National Conference

Moved: Peter McClelland Seconded,

That the RCA National Conference be held from January 23 – 26, 2020 in Ontario.

CARRIED.

11. Revised Sanction Policy for Approval

- The Board reviewed amendments to the appeals section of the Sanction Policy.
- Sanction applications that are rejected go to the Safety & Events Committee for a decision instead of the PRA. If that decision is rejected, the RCA CEO makes a final decision.
- Section E was also deleted from the previous policy, removing the requirement for sanction approval by the PRA to be forwarded to RegattaCentral in order for the event to be posted. The timing of that process was an issue, resulting in events not being posted early enough. That approval process has been removed so that events could be posted earlier. There are still some procedural issues to be worked out around this process.
- It was noted that the post event report in 5.3 needs more detail and explanation.
- Title should be changed to Sanction Policy and Procedures.
- It was also noted that organizers need to submit their applications as early as possible in advance of their event.
- The Board considered approving the revised document in principle based on the amendments to the appeals process and removal of Section E

MOTION #11: Sanction Policy

Moved: Tom Hawker Seconded,

That the amendments to the RCA sanction policy be approved in principle.

CARRIED

12. National Rowing Championships

- Rowing British Columbia has requested an extension to the hosting agreement for Burnaby Lake. The 2019 NRC's will be the final event of a 4 year agreement.
- The Board discussed the procedure for hosting the NRC and it was determined that bid documents need to be distributed to the membership with an open call for expressions of interest.
- Expression of Interest from members are reviewed by the Safety & Events Committee, then go to the Board for discussion and approval.
- The hosting bid documents will be sent out as soon as possible.

13. Adjournment

- The meeting was adjourned at 1:30 p.m. MST.