



ROWING CANADA AVIRON
ANNUAL MEETING
September 20, 2018
at 5:30 p.m. PDT
Conducted Electronically, via Webinar

MINUTES

PRESENT:

RCA Board of Directors:

President	Carol Purcer
Director, Treasurer	Thomas Hawker
Director	Ian Gordon
Athlete Director	Peter McClelland
	Marisha Roman

RCA Staff & Scrutineer:

Chief Executive Officer	Terry Dillon
Secretary	Sid Murdoch
Scrutineer	Jeff Lay

Present via webinar:

Heather Holden
Chris Waddell
Nick Toulmin
Michelle Kerr

The following members in good standing participated in the online voting process and cast their ballots by 12 Noon PDT, September 19, 2018:

Organization	Weight
Alberta Rowing Association	1
Antigonish Rowing Club	2
Association Quebecois Aviron	1
Aviron Knowlton Rowing	1
Branksome Rowing	2
Brentwood College School	4
Brock Rowing Club	1
Burnaby Lake Rowing Club	3
Burnstown Rowing Club	2

Canadian Henley Regatta Joint Commission Corp	1
Canadian Henley Rowing Corporation	1
Canadian Secondary Schools Rowing Association	1
Cascadia Regatta Association	1
Central Ontario Rowing Association Inc. (CORA)	1
Claremont Sports Institute Rowing Academy	2
Club d'aviron de Boucherville	3
Club d'Aviron de l'Universit de Montral	2
Club d'aviron Terrebonne	3
Delta Deas Rowing Club	4
Dominion Day Regatta Association	1
Don Rowing Club of Mississauga	5
Durham Rowing Club	3
Edmonton Rowing Club	6
False Creek Rowing Club	2
Fort Langley Community Rowing Club	2
Fredericton Rowing Club	3
Gorge Narrows Rowing Club	4
Greater Victoria Youth Rowing Society	5
Guelph Rowing Club	4
Haldimand Grand River Rowingfflä	2
Island Lake Rowing Club	3
Kamloops Rowing Club	1
Kennebecasis Rowing Club	3
Lakeland Rowing Club	2
Lloydminster Rowing Club	1
London Rowing Club	3
London Rowing Society	1
LYC Rowing	2
Mic Mac Amateur Aquatic Club Rowing	4
Nanaimo Rowing Club	3
Nelson Rowing Club	2
Niagara Falls Rowing Club	3
Nicomekl Rowing Club	3
North Bay Rowing Club	1
North Star Rowing Club	2
Orillia Rowing Club	2
Ottawa New Edinburgh Club	3
Peterborough Rowing Club Inc.	4
Regina Rowing Club	3
Rockies rowing clubfflä	1
Row Nova Scotia	1
Rowing BC	1
Rowing New Brunswick Aviron	1
Rowing Newfoundland	1
ROWONTARIO	1
Salt Spring Island Rowing Club	2
Saskatchewan Rowing Association	1
Shawnigan Lake Rowing Club	3
Shuswap Rowing and Paddling Club	1
St Lawrence Rowing Club	1
St. George's School Rowing	3
St. John's Rowing Club	2
St.Catharines Rowing Club	6
Thunder Bay Rowing Club	2

Toronto Sculling Club	1
Trenton Rowing & Paddling Club	1
University of Alberta Rowing Club2018	2
University of the Fraser Valley Rowing Club	2
University of Victoria Rowing Clubfflä	3
Upper Canada College Rowing	2
Vancouver College	2
Vancouver Rowing Club	5
Vernon Rowing and Dragon Boat Club	3
Victoria City Rowing Club	6
Western Rowing Club	2
Whistler Rowing Club	1
Winnipeg Rowing Club	4

a. Call to Order

President Purcer called the online webinar meeting to order at 5:30 p.m. PDT.

b. Establishment of a quorum.

- The RCA Board of Directors appointed Jeff Lay as Scrutineer for the Annual Meeting.
 - The Scrutineer stated that there were 123 total members in good standing recorded in the books of CARA at the close of business on the day immediately preceding the day on which the notice of the meeting was given. Those members carried 286 weighted votes - a quorum is 144 votes.
 - 77 members cast a ballot, carrying 180 weighted votes; therefore, a quorum was present in accordance with paragraph 5.2 of the CARA By-Laws.
-

c. Report of the Scrutineer

- notice of the Annual Meeting was sent to all members at least 21 days prior to the meeting;
 - adequate explanation of the balloting procedure under the by-laws was provided to all members;
 - all members in good standing had the opportunity to cast their ballot;
 - ballots were appropriately weighted according to each member's number of registered participants and coaches;
 - Rowing Canada Aviron provided adequate information for members to make an informed decision;
 - members only cast their ballot once; and
 - only members in good standing, who had submitted their annual declaration, submitted a ballot;
 - voting opened August 31st and closed at 12 Noon PDT, September 19, 2018.
-

d. Report of the President and Chief Executive Officer

Report - President Carol Purcer:

The following is a summary of activities from February 2018 to present. A full report on annual activities was included in the RCA Annual Report published in January 2018.

- This has been a year of implementation for Rowing Canada Aviron. After much change in leadership during 2017 with the hiring of our CEO, Terry Dillon and High Performance Director, Iain Brambell, creating a new strategic plan and building capacity in our staff and Board to move the organization forward, 2018 became the year of implementation. The following are some highlights of the work since January:

RCA Initiatives

National Training Center and Facilities Strategy Review:

- In April, after an in-depth review by the Sport Law and Strategy Group that included athletes, coaches, HP staff, key stakeholders and performance partners in RCA, the Board adopted the recommendations of the SLSG and implemented the steps to establishing a National Training Facility. A request for proposal process was implemented resulting in a number of communities across Canada expressing interest in being a site for a National Training Centre. Proposals have now been submitted and will be reviewed by the RCA National Training Center Project Committee. Thank you to the members of the NTC Working Group and the NTC National Training Centre Project for their time and expertise on this very important project.

RCA Membership Model

- Technological advancement. Sometimes this term feels like an oxymoron as implementation is most often experienced as a step backwards. We had a very bumpy start to the implementation of the new RCA Membership system with Regatta Central resulting in an inordinate amount of work for our regatta volunteers. After two years of planning, RCA Staff were ready for a system that would bring many advantages to our membership data and implementation of services. As issues arose, RCA staff worked hard to respond with support for regatta volunteers but the frustration level was very high. Thank you to the many who weathered through this process to push and insist on improvements to the system to meet the needs of Canadian clubs and regattas. Thank you to the RCA staff who stepped up to the challenge to support volunteers and meter out a plan for success with Regatta Central. We are not completely through all the kinks at this point but certainly have solved the majority of issues.

Launching of our new Logo

- Very recently, RCA launched our new logo and branding meant to reflect the true meaning of Canadian Rowing and reflect better who we are and what we do. The new logo was sported by Team Canada at the World Rowing Championships in Plovdiv, Bulgaria. Very soon items will be available with the new branding as we transition into the change.
- Our role as a National Sport Organization (NSO) connects us to other national organizations in sport as well as international organizations.

Canadian Olympic Committee (COC)

- At the COC meeting in June, the focus was Safe Sport. Discussions regarding the needs of NSOs with regard to education opportunities, management processes and support guidelines were discussed at length resulting in a Safe Sport Committee being struck. This committee will develop protocols and processes that can then be adapted to the various NSO needs across Canada.

Federation Internationale des Societes d'Aviron (FISA)

- Recently I attended the FISA 2018 Congress in Plovdiv, Bulgaria as a representative of Canada. Currently FISA is focussed on four projects to be reviewed and determined at

the Extraordinary Congress in 2020. These projects include a review of Governance, Rules of Racing, Lightweight Rowing and Para Rowing. Significantly members of FISA also need to come together and plan a strategy to continue to keep rowing relevant to the International Olympic Committee. Canada will continue to be involved in these discussions.

- Canada also became a founding member of the Commonwealth Rowing Association last week. The intention of this organization is to create competitive opportunities for Commonwealth countries and deliver a Commonwealth Championships every four years with an ultimate goal of again becoming part of the Commonwealth Games Organization.
- Also of note, Canada is well represented in the FISA organization with Tricia Smith as FISA Vice President, and Commission members Matt Draper and Bill Schenck, FISA Events Commission; Peter Cookson, FISA Competitive Rowing Commission; Julien Bahain, FISA Athletes Commission and Rebecca Orr, FISA Para Rowing Commission.
- Congratulations to our medal winners and those in top 10 standings at the many international regattas that our high performance athletes attended this regatta season. High Performance director, Iain Brambell has increased the size of the team and provided more international competition opportunities for our athletes to improve the depth of experience and harness Canadian talent. The HUB system, implemented this year, will continue to support and align our talented local rowers with National Team opportunities to improve our pool of athletes.

In closing, I would like to say thank you to the Provincial Rowing Associations (PSOs) for their willingness to improve rowing opportunities together, and to the Board of Rowing Canada Aviron for your ongoing commitment to improving the RCA organization. Also to the many club volunteers that I had the pleasure of meeting this year at your club sites, at regattas or at meetings across the country, thank you for your insights. Hearing your perspectives on the work of the RCA organization is highly valued and please continue to share your views and ideas.

Report - CEO Terry Dillon:

We have covered a lot of ground this year, there has been a lot of progress and it has come with a lot of change.

- We introduced a set of Strategic Priorities at the National Conference. We have worked to keep these priorities front of mind. When it has come to prioritizing our limited resources, these priorities have been our North Star. The two-year agenda embraced work that was already moving forward as well as a small number of foundational elements critical to our sustainability.
- We have taken steps to stabilize and improve our High Performance Programs (informed by independent review) to better meet the needs our external funding partners and improve the opportunity and likelihood of success for our aspiring athletes. We have restructured and enhanced our High Performance Coaching Team; we have consolidated our National Team Programs in Victoria for the next two years; we have implemented a restructure of our NextGen programming – including the creation of 5 NextGen Hubs; we have begun to implement a robust para-rowing strategy; together with you we have raised unprecedented funds to support our age group teams competing on the World Stage; and we are coming the conclusion of a review of our National Training Centre Strategy – where we will select the home for our National Team Programs for the next 20 years.
- In terms of National Sport Development - we have continued to provide World Class Coach Education and Development Programs; we have implemented a new ‘pay to play’ registration model; an online sanctioning process; a new national events system –

Regatta Central; and completed a comprehensive review of our Rules of Racing. This has been a lot of change and the demand on staff and also the membership was acknowledged.

- We have already seen some significant benefits from the work that has been done. We have enjoyed significant improvement in our communications – as an example many of you will have experienced just this last week an unprecedented sense of connection with our athletes racing at the World Championships in Plovdiv. We have begun the introduction of a new brand – that reflects the best of our past and sets us up for our future growth. We are seeing the results of our efforts on the water – there are the more obvious results from our age group teams, para-rowing team and our senior teams that we should celebrate – but it is the overall trajectory of improvement that is most encouraging. Canada continues to enjoy a significance in the World of rowing – it is no accident that we are hosting the World Rowing Coastal Championships next month in Victoria BC – this will be the largest Coastal Championships event ever held outside of Europe.
-

Voting at the 2018 RCA Annual Meeting:

There were 3 questions considered by the members:

1. Audited Financial Statement
2. Appointment of the Auditor
3. Election of Directors at Large.

e. Annual Financial Statements and Report of the Auditor

Treasurer's Report for the Year Ended - March 31, 2018:

The audited financial statements for the Canadian Amateur Rowing Association (Rowing Canada Aviron) for the year ended March 31, 2018 were provided for your review and approval.

The following is a summary of the results:

1. Our profit for the year from operations is \$55,613. Factors contributing to this result are as follows:
 - Our membership fees were more than budget by \$40,000.
 - The Governance and National operations cost were down by \$15,000 from savings on rent and employee cost.
2. We incurred \$128,607 expensed to Communication, Marketing and Initiative cost that was reimbursed through our National Sport Federation Enhancement Contribution Program. This program will end in fiscal 2019.
3. The cash resources at the end of the fiscal year were \$1,115,953, this is a result of receiving all funds from our support partners by the end of the year. Our prepaids and accounts payable are higher than last year as it reflects cost incurred for World Cup and Championships all of which are post March 31, 2018 events.

The net profit for the year was \$79,120 after inclusion of the gain on disposal of assets of \$23,507.

The year again reflects the hard work of our staff and leadership to manage the operations in a cost-efficient manner to achieve a minor profit.

MOTION 1: Annual Financial Statements and Report of the Auditor

Moved by: Nanaimo Rowing Club Seconded by: St. Catharines Rowing Club:

That RCA accept the audited financial statements for the year ending March 31, 2018 as reported on by Grant Thornton LLP, Chartered Accountants.

Voting Results:

- For: 150 votes
- Against 1 votes
- Abstained 29 votes

MOTION CARRIED

f. Appointment of Auditor

MOTION 2: Appointment of the Auditor

Moved by: Nanaimo Rowing Club Seconded by: St. Catharines Rowing Club:

That RCA appoint Grant Thornton LLP, Chartered Accountants, as auditors for the year ending March 31, 2019 at a fee to be decided by the Board of Directors.

Voting Results:

- For: 164 votes
- Against 0 votes
- Abstained 16 votes

MOTION CARRIED

g. Announcement of the Election of Directors

Nominations For Election - RCA Annual Meeting – 2018 Final Report:

Under the terms of Section 11 of the RCA By-Laws, the RCA Nominating Committee submitted to the Membership, an initial slate of candidates for the Board of Directors to be elected at the 2018 RCA Annual Meeting.

In accordance with paragraph 11.6, members in good standing were able to resubmit nominations or submit further nominations for election to the Board of Directors, provided such nominations meet the eligibility requirements set out in paragraph 9.3 and are received by the registered office of CARA in the form set out in paragraphs 11.7 and 11.8 no later than 30 days prior to the Annual Meeting (August 23, 2018).

We note that the final closing date for nominations has passed and no further nominations

were received. Therefore,

Elected by Acclamation:

PROVINCIAL DIRECTOR, nominated for a term to end at the 2020 Annual Meeting: Under the terms of paragraph 11.4 of the RCA By-Laws, the Nominating Committee shall solicit a nomination put forward by the Provincial Advisory Council (PAC). PAC confirmed its nominee to this position, Carol Hermansen. Carol is the current Provincial Director of RCA, and has submitted her intent to stand for re-election. The Nominating Committee endorsed **CAROL HERMANSEN** for the position of Provincial Director.

Candidates For Election - Final:

For two Director at Large positions, **three candidates** were endorsed by the RCA Nominating Committee (sorted in alphabetical order by last name):

- **Ian Gordon,**
- **Thomas Hawker,**
- **Heather Holden**

Voting Results:

- **Heather Holden # 126** weighted votes
- **Thomas Hawker, # 113** votes
- **Ian Gordon, # 107** votes

HEATHER HOLDEN and **THOMAS HAWKER** were elected to the RCA Board of Directors. The 2 year terms for our new Directors begin September 21st, 2018.

RCA Board of Directors for 2018-2019 are:

- Carol Purcer, President
- Tom Hawker, Director (Treasurer)
- Carol Hermansen, Provincial Director
- Peter McClelland, Athlete Director
- Marisha Roman, Director
- Jennifer Walinga, Director
- Heather Holden, Director

Director Ian Gordon's term on the Board finishes on September 20th. Ian was thanked for his exemplary service to rowing over the past 4 years.

h. Adjournment

The meeting was adjourned by President Purcer at 5:58 p.m.
