



**ROWING CANADA AVIRON
Semi-Annual Meeting
Ottawa, Ontario
January 26, 2020 at 8:30 a.m. EST**

PROXY VOTING FORM

Appointment of Proxy Holder:

Members unable to attend the Semi-Annual Meeting of Rowing Canada Aviron (RCA) on **January 26, 2020 in Ottawa, Ontario** may appoint a proxy holder who is not required to be a member to vote on their behalf, provided that:

- a. written notice naming the member giving the proxy and the name of the proxy holder is received by the Secretary of CARA prior to the start of the meeting; and
- b. the proxy does not extend to matters for which the voting is by ballot under sub-paragraphs 6.4a. (RCA By-Laws)

Directions on Voting:

Members may either:

- a. give the proxy holder full discretion in deciding how to vote on the member's behalf; or
- b. may give specific directions to the proxy holder on how to vote on any of the matters included in the notice of meeting.

An asterisk* adjacent to the voting box indicates the RCA Board of Directors voting recommendation with respect to each motion.

Notes:

1. In the event that an amendment to an original motion is proposed at the meeting, the proxy form gives the proxy holder full discretion on how to vote on such amendment.
2. Proxy Forms shall be brought to the Semi-Annual Meeting and handed to the Semi-Annual Meeting Registrar by the proxy holder prior to the start of the meeting.
3. **Registration for the Semi-Annual Meeting:** Voting members in good standing are advised to sign in at the Semi-Annual Meeting Registration Table **in advance** of the meeting and pick up their voting envelopes. The Registration Table will be open on **Friday January 24th, Saturday January 25th and Sunday January 26th until 8:00 a.m. EST.**
4. **Semi-Annual Meeting Registration closes at 8:00 a.m. EST, Sunday January 26th.** The meeting will begin shortly thereafter.



ROWING CANADA AVIRON
APPOINTMENT OF PROXY-HOLDER

To: _____,
(Name of the person appointed as Proxy Holder – please print)

We, being _____ appoint you
(Name of Member Club or Association)

as our proxy holder with full power to attend, act and vote on our behalf at the Semi-Annual Meeting of Rowing Canada Aviron to be held on January 26th, 2020 in Ottawa, Ontario and at any adjournment or postponement thereof.

☐ You may vote as you see fit on our behalf

OR

☐ We hereby direct you to vote or cast a ballot as set out in the directions attached.

Note:

The asterisk* indicates the position recommended by the Board of Directors

(Signature of duly authorized member organization representative) (Date)

MOTIONS FOR RATIFICATION

MOTION: COMMITTEE ON DUES AND FEES REPORT

The report of the 2019 RCA Committee on Dues and Fees ([download the full report here](#)):

That the recommendations of the 2019 Rowing Canada Aviron Committee on Dues and Fees be accepted:

The Dues and Fees Committee recommends no changes in Club Membership Dues, (but does acknowledge that this club fee structure should be revisited in the near future).

The Dues and Fees Committee proposes the following changes to RCA Seat Fees and Base Participant Fees for the 2020/21 fiscal year:

That RCA seeks approval from its Membership for an increase in the RCA Seat Fee to \$3.50 per seat and an increase in the RCA Base Participant Fee to \$24 per participant for the Fiscal Year starting April 1, 2020.

Rationale:

- Seat Fee: This is an increase of \$0.25 per transaction from the FY 2019-20 of \$3.25 to \$3.50. This increase will raise revenues for RCA by roughly \$13.5k in FY2020-21.
- Base Fee: This is an increase of \$4 per participant from the FY 2019-20 of \$20 to \$24. This increase will raise revenues by roughly \$50k in FY2020-21.

MOTION

That the RCA Membership approves an increase in the RCA Seat Fee to \$3.50 per seat and an increase in the RCA Base Participant Fee to \$24 per participant as of April 1, 2020.

For* ☐

Against ☐

MOTION: CARA BY-LAW AMENDMENT:

PARAGRAPH 10.5 PRESIDENT'S TERM OF OFFICE

Rationale:

By removing "on the day" from line two of Paragraph 10.5, the new President has the ability to participate in any decisions that affect RCA immediately after the Annual Meeting is adjourned. Our practice of voting for the role of Treasurer from one of our Directors needs to occur after the Annual Meeting to ensure the business of the organization can continue without interruption. The new President needs to be part of that process.

As a result, in accordance with Section 25 of the CARA Bylaws, the RCA Board of Directors has by Special Resolution passed the following motion that changes Paragraph 10.5, and this motion is provided for ratification by the RCA membership at the 2020 Semi-Annual Meeting:

FROM:

10.5 The President's Term of Office

The President shall be elected at the Annual Meeting of CARA held in the year following the Olympic Summer Games for a term of four years commencing on the day immediately following the Annual Meeting. At the end of his or her term the President may stand for re-election as President for one more term of four years, after which he or she may stand for election as a director and may stand again for election as President on the expiry of his or her successor's term.

TO:

10.5 The President's Term of Office

The President shall be elected at the Annual Meeting of CARA held in the year following the Olympic Summer Games for a term of four years commencing at the end of the Annual Meeting. At the end of his or her term the President may stand for re-election as President for one more term of four years, after which he or she may stand for election as a Director and may stand again for election as President on the expiry of his or her successor's term.

For* ☐ **Against** ☐

That the membership ratify the amendment to Paragraph 10.5 of the CARA By-Laws as approved by the Board of Directors.

MOTION: CARA BY-LAW AMENDMENT:

PARAGRAPH 10.6: DIRECTOR TERMS OF OFFICE

Rationale:

Changing terms for Board Directors will build capacity for effective oversight of the RCA organization. Increasing the term from two years to three years for the Provincial Director and Directors at Large, and to align with the quadrennial, from two years to four years for the Athlete Director with the election held in the year after the Summer Olympics. This will provide the necessary time for Directors to develop an understanding of the practise of the Board and their role at that table as well as allow the time necessary for the Director to make a commitment for organizational improvements such as large projects, etc.

Notes:

- *All of the new terms for Directors at Large and Provincial Director will begin with an election at the Annual Meeting after the current terms end.*
- *The Athlete Director will be elected in 2021 and that will begin a four year term that aligns with the President.*

Paragraph 10.7 is also included in the motion, as it would no longer be relevant and should be deleted.

As a result, in accordance with Section 25 of the CARA Bylaws, the RCA Board of Directors has by Special Resolution passed the following motion that changes Paragraph 10.6 and

10.7, and this motion is provided for ratification by the RCA membership at the 2020 Semi-Annual Meeting:

FROM:

10.6 Other Directors' Term of Office

All the other directors shall be elected for a term of two years commencing on the day immediately following the Annual Meeting. They may stand again for election at the end of their term.

TO:

10.6 Other Directors' Term of Office

The Provincial Director and Directors at Large shall be elected for a three year term commencing immediately following the end of the Annual Meeting. The Athlete Director shall be elected for a four year term commencing at the end of the Annual Meeting. All may stand again for election at the end of their term.

PARAGRAPH 10.7 STAGGERING OF ELECTIONS

~~10.7—Staggering of Elections~~

~~Elections for the positions of Athlete Director and two Directors at Large shall be held every two years in the same year as, and two years after, the election of the President. Elections for the positions of Provincial Director and two Directors at Large shall be held every two years in the year before and the year after the election of the President.~~

For*

☐

Against

☐

That the membership ratify the amendment to Paragraph 10.6 and 10.7 of the CARA By-Laws as approved by the Board of Directors.

MOTION: CARA BY-LAW AMENDMENT:

PARAGRAPH 11.5 NUMBER OF NOMINATIONS FOR POSITIONS OF DIRECTOR

Rationale:

The changes to Paragraph 11.5 are required in order to provide additional direction to the Nominating Committee and to recognize the importance of having an election if more than one qualified candidate submits a nomination form for the position of President.

As a result, in accordance with Section 25 of the CARA Bylaws, the RCA Board of Directors has by Special Resolution passed the following motion that changes Paragraph 11.5, and this motion is provided for ratification by the RCA membership at the 2020 Semi-Annual Meeting:

FROM:

11.5 Number of Nominations for Positions of Director

In the case of nominations for the position of Director at Large the Nominating Committee shall use its best efforts to provide at least one more candidate than the number of positions open for election.

TO:

11.5 Number of Nominations for the Positions of President and Director

In the case of nominations for the position of President, the Nominating Committee shall use its best efforts to provide more than one qualified candidate for election.

In the case of nominations for the position of Director at Large the Nominating Committee shall use its best efforts to provide at least one more candidate than the number of positions open for election.

For* ☐ Against ☐

That the membership ratify the amendment to Paragraph 11.5 of the CARA By-Laws as approved by the Board of Directors.

PARAGRAPH 23.2 PENALTIES FOR OFFENSE

Rationale:

The following changes are proposed to update the language in this paragraph by removing a reference to religious language.

As a result, in accordance with Section 25 of the CARA Bylaws, the RCA Board of Directors has by Special Resolution passed the following motion that changes Paragraph 23.2, and this motion is provided for ratification by the RCA membership at the 2020 Semi-Annual Meeting:

MOTION: 23.2 Penalties for Offense

Moved: Marisha Roman Seconded: Doug Vandor

That Para 23.2 of the RCA By-laws be amended:

FROM:

In the event that any offense is committed by a member or Registered Participant against CARA under Paragraph 1 of this Section, such a member or Registered Participant shall be liable to:

- a. in the case of a member, removal as a member of CARA;
- b. suspension from participation in or attendance at any CARA activity, any sanctioned rowing event or national rowing team; or
- c. such further and other disciplinary action as to the Board of Directors shall seem meet and just having regard to all of the circumstances of the case.

TO:

23.2 Penalties for Offense

In the event that any offense is committed by a member or Registered Participant against CARA under paragraph 1 of this Section, such a member or Registered Participant shall be liable to:

- a. in the case of a member, removal as a member of CARA;
- b. suspension from participation in or attendance at any CARA activity, any sanctioned rowing event or national rowing team; or
- c. such further and other disciplinary action as the Board of Directors shall deem appropriate having regard to all of the circumstances of the case.

For* ☐

Against ☐

That the membership ratify the amendment to Paragraph 11.5 of the CARA By-Laws as approved by the Board of Directors.

For further information regarding these motions, please go to the [RCA Semi-Annual Meeting web page](#).

Rowing Canada Aviron

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