



Rowing Canada Aviron
BOARD OF DIRECTORS MEETING
July 15, 2020

ZOOM VIDEO CONFERENCE

4:00 PM PDT

Minutes

Attendance:

Carol Purcer, President
Tom Hawker, Treasurer, Director
Carol Hermansen, Provincial Director
Peter McClelland, Director
Marisha Roman, Safe Sport Director
Douglas Vandor, Athlete Director
Jennifer Walinga, Director

Regrets:

Heather Holden, Director

Staff

Terry Dillon, CEO
Sid Murdoch, Secretary

1. Call to Order

The meeting was called to order by President Purcer at 4:00 p.m. PDT.

2. President's Opening Remarks and Approval of Agenda

Tom, Kim Bell and Terry were thanked for their work on the Audit.

Amendments:

- 5.1 Motion to Transfer Funds: will be added to the agenda under the Treasurer.
- 4. President's Report: recognition of the late Herb Challier was added.

MOTION #1: Board Meeting Agenda

Moved: Tom Hawker Seconded,

That the Board Meeting Minutes, June 17, 2020, be approved as amended.

CARRIED

3. Review and Approval of Previous Minutes

3.1 June 17, 2020

Amendments:

- Under section 5.3 remove the reference to criminal offence.

MOTION #2: Board Meeting Minutes

Moved: Tom Hawker Seconded,

That the Board Meeting Minutes, June 17, 2020, be approved as amended.

CARRIED

4. President's Report

- Attending weekly RCA-PAC meetings. Participants are experiencing real value in the sharing of information including updates from medical expert Dr. Mike Wilkinson.
- Attending weekly Rowing BC – Rowing Club meetings along with bi-weekly RowOntario meetings. RowOntario has also transcribed and posted a Q&A covering questions and answers received by the office during the pandemic.
- Attended the RCA Nominating Committee Meeting in early July.
- Attended RCA Audit and Finance committee meetings.
- Traveled to the Georgian Bay Rowing Club. The club decided not to install docks and is managing its programs through a wet launch procedure. Participants are wearing masks - programs include Junior and Master's rowing.

Overall, RCA has created trust and connection with the membership during the pandemic - this should have a beneficial cultural impact going forward.

Tribute to the late Herb Challier:

- Herb Challier passed away recently. Herb was a competitive rower representing Canada's National Team at the Pan Am Games, Commonwealth Games and World Rowing Championships. He was an RCA and FISA licensed umpire and served as a Vice President of RCA on the Board and Executive Committee.
- Herb was also a founding Director and President of Rowing BC and was a strong supporter of women's rowing. He will be greatly missed.

5. Treasurer's Report (In Camera)

MOTION #3: In Camera

Moved: Tom Hawker Seconded,

That the meeting be held In Camera to discuss financial reports.

CARRIED

MOTION #4: Out of In Camera

Moved: Jennifer Walinga Seconded,

That the meeting be held Out of In Camera.

CARRIED

5.1 Sustainable Organization Reserve Fund

MOTION #5:

Moved: Tom Hawker Seconded: Peter McClelland

That the gain from the sale of tangible capital assets, \$65,618.00, be moved to the internally restricted, Sustainable Organization Reserve Fund

CARRIED

5.2 Motion to accept the RCA Audit Committee Report

MOTION #6:

Moved: Tom Hawker Seconded,

To accept the RCA Audit Committee Report, July 10, 2020.

CARRIED

5.3 Motion to accept the Audited Financial Statements, period ending March 31, 2020

MOTION #5:

Moved: Tom Hawker Seconded,

To accept the RCA Audited Financial Statements, period ending March 31, 2020.

CARRIED

5.4 Motion to recommend the Auditor, period ending March 31, 2021

MOTION #6:

Moved: Tom Hawker Seconded,

To recommend Grant Thornton LLP, Chartered Accountants, as RCA Auditor, period ending March 31, 2021.

CARRIED

6. CEO

6.1 Update – Emergency Relief Fund (ERF) Club Funding

The CEO gave an overview of the Emergency Relief Fund program:

- Following receipt of funds from this federal program, RCA is creating a strategy in support of our membership through funding and advice during the pandemic. Future discussions will include surviving the pandemic and coming out stronger afterwards.
- The first phase of RCA response includes a member survey / application process, working with clubs that might need some assistance. Survey closed on Monday with 40 clubs responding to the application and requesting some form of relief.
- The second phase of the program will be determined later in the year.
- 76 clubs have paid annual dues and 30 approximately have requested a deferral of fees. 34 clubs are not operating current rowing programs. More information will be known later this year.

6.2 Update – RCA Strategic Planning Process

We note that year one of the strategic planning process will be greatly influenced by the current pandemic.

The RCA Leadership Team held a recent meeting and considered 3 questions regarding RCA strategic priorities:

Survive and Thrive 2025:

1. Vision - What's the difference we want to make for Canadians;
2. What will that take for RCA as the NSO for rowing;
3. What will we need to see more or less of, within RCA, for this to be achieved.

Examples of goals for 2025 that could have an impact and make a difference:

1. Double the amount of participants in the web registration system – 25,000
2. Identify 5 signature National Events
3. Develop a pathway to deliver 25 national team athletes into our system

Major strategy changes will require an investment of \$100,000 or more each year. A front loaded investment that could lead to additional revenue through national events and membership strategies.

Comments from the Board:

- Need to think outside the box with respect to diversity and universality – important to reach all Canadians.
- Changes are required to ensure rowing is included in the Olympics going forward.
- Demonstrate effective ways to listen and generate good decisions.

The Board indicated total support for a new agenda and a bolder strategy going forward. Important that we build confidence among the membership to support our motives and aspirations.

Decisions regarding investments into RCA strategic plan priorities will be required.

Next Steps:

- Support the consultation process.
- Find a consultant to assist in leading the strategic planning process.
- Set aside an extra day at the in person meeting in November devoted to the strategic planning process. Meeting to include coaches, athletes, staff and the Board. Type of meeting will be dependent upon travel issues as a result of the current pandemic.

7. Athlete Director (Vandor)

7.1 HP Report

- 2nd wave of athletes have reported to the training center at the beginning of July and all athletes and coaches should be assembled by August 17.
- Athletes are excited to be training. The goodwill is noticeable under the athlete's first policy and RCA staff have worked hard to maintain the health of our athletes and get them back on the water.

7.2 2021 National Team Selection Documents

7.2.1 2021 National Team Selection: Motion for Approval

7.2.2 2021 Olympic Selection Guidelines: Motion for Approval

- A considerable amount of work has been built into the 2 selection documents under review by the Board. The importance of selection integrity was noted along with the opportunity for athletes to move between teams based on performance.
- The 2 documents are focused on selection for the 2021 Olympics and 2024 Olympics in Paris. In addition to the Olympics in 2021, a World Championships event will also be held.
- The documents also need to be approved by the COC.

Appeals Process:

The Safe Sport Director noted that the appeals process section is not the same in both documents. Further clarification is required regarding the reference to "both parties" and the option for an appeal to go directly to the Sport Dispute Resolution Centre of Canada (SDRCC) is not included on both documents.

Approval of the 2 policies was tabled and the policies will go back to RCA Staff for additional edits. The revised policies will then be taken to the Board for review by electronic vote.

8. Provincial Director (Hermansen)

8.1 Provincial Advisory Council (PAC) Report

Weekly calls between PAC and RCA have been beneficial.

8.2 Importance of Indoor rowing in Canada, how to use it as a tool to grow rowing

University programs and regattas may not occur this fall.

To replace those events a series of virtual indoor rowing events could be held to fill the gaps. PAC would support replacement indoor events.

The CEO noted that a virtual indoor event will be held to replace the National Rowing Championships in September. RCA will be looking at an overall indoor rowing strategy after the initial event in September.

9. Safe Sport Director (Roman)

9.1 Safe Sport Suite of Policies Update:

Attended a webinar yesterday along with RCA Staff on the implementation of the Universal Code Of Conduct to Prevent and Address Maltreatment in Sport (UCCMS). Important to recognize the steps needed to address the new code such as having a suite of safe sport policies along with a plan for the process, timing and community engagement going forward.

Next Steps:

RCA is hosting a safe sport webinar next week.

There is also an opportunity for cultural change within the rowing community and the high performance program. Include Safe Sport as a component of the National Team application process in order to develop competent, safe athletes and team leaders.

It was noted by the CEO that a Safe Sport component was included last year with NextGen athletes. Need to consider the role of High Performance with respect to Safe Sport.

10. Director (Walinga)

Participated in an excellent webinar held by Canadian Women in Sport. RCA staff involvement in this important movement is impressive.

RCA's commitment includes a compensation review, talent strategy and policy review with a focus on gender equity and inclusion.

11. Director (Holden)

- Not in attendance.

12. Director (McClelland)

12.1 Nominating Committee Report

- July 26th is the deadline for expressions of interest.
- Carol Hermansen has been put forward as Provincial Director by PAC.
- At the Board's direction, the Nominating Committee discussed diversity and inclusion and candidates selected for an interview will be asked questions around those subjects. There was also a recognition that non rowing candidates with skills and expertise in other areas should be considered by the Committee.
- The importance of direct contact with suitable candidates that may not otherwise submit an expression of interest was noted by the CEO.

12.2 NTC Project Update

MOTION #7: In Camera

Moved: Carol Hermansen Seconded,

That the meeting be held In Camera to discuss the NTC Project.

CARRIED

MOTION #8: Out of In Camera

Moved: Jennifer Walinga Seconded,

That the meeting be held Out of In Camera.

CARRIED

13. Secretary

13.1 RCA Annual Meeting: Motion to Appoint the Scrutineer

Jeff Lay has agreed to be Scrutineer for the 2020 RCA Annual Meeting. Jeff is a Chartered Accountant, has held the position in prior years and will make a valuable contribution to the meeting again this year.

MOTION #9: Scrutineer

Moved: Peter McClelland Seconded:

That Jeff Lay be appointed as scrutineer for the 2020 RCA Annual Meeting.

CARRIED

14. Next Meeting

14.1 RCA Annual Meeting: September 24, 2020

14.2 Board Meeting: November 5 - 8, 2020

The CEO noted that a Strategic Planning Meeting is being considered around the same dates as the Board Meeting. A separate day for the meeting was chosen - November 6th. Travel, if required, would be November 5th. Meeting to include RCA Staff, Board and National Team Athletes.

The Semi-Annual Meeting to be held in January 2021 will most likely be a virtual meeting.

National Conference could still be held virtually with a program more suitable to that form of meeting.

15. Adjournment

The meeting was adjourned by President Purcer at 6:00 p.m. PDT.