

# Rowing Canada Aviron BOARD OF DIRECTORS MEETING November 6, 7 and 8, 2020

# **ZOOM VIDEO CONFERENCE**

### SCHEDULE:

November 6<sup>th</sup>: 2:00 p.m. – 5:00 p.m. PST November 7<sup>th</sup>: 9:00 a.m. – 12 noon PST November 8<sup>th</sup>: 9:00 a.m. – 12 noon PST

### **Minutes**

#### Attendance:

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

#### Staff

Terry Dillon, CEO Sid Murdoch, Secretary

### 1. Call to Order

The meeting was called to order by President Purcer at 2:00 p.m. PST.

Doug Vandor was congratulated on the publishing of his first book - Salmon on Toast.

A video was presented to the Board regarding the 2020 CAC Coaching Awards - RCA has been recognized as winner of the 2020 Sheila Robertson Award for its contribution to coaching education and safe sport.

John Wetstein was also recognized by the CAC for his achievement as Coach of the Gold Medal winning PARA PR3 at the 2019 World Championships.

## 2. President's Opening Remarks and Approval of Agenda

### Agenda Amendments:

- Item 14.1 General Policy Update, was moved to 14.2 Policy Retirement Schedule.
- 14.1 was changed to Senior Development Team Update
- 14.5 Sport Canada Report Card Process, was added.

Under Director Walinga:

- 17.1 Update on the RCA Alumni Club was added.
- 17.2 Safe Sport Ombudsmen was added.
- Jennifer Fitzpatrick and Iain Bramble were invited to join the meeting to provide updates in their areas.

Items 5 and 13 will be In Camera.

Item 8.2 Safe Sport, may require a Director's recusal so it will be moved to the end of the day.

MOTION #1: Board Meeting Agenda

Moved: Tom Hawker Seconded,

That the Board Meeting agenda, November 6-8, 2020, be approved as amended.

### **CARRIED**

# 3. Review and Approval of Previous Minutes

3.1 July 15, 2020

MOTION #2:

Moved: Carol Hermansen Seconded,

That the Board Meeting Minutes, July 15, 2020, be approved.

### **CARRIED**

# 3.2 August 4, 2020

### MOTION #3:

Moved: Peter McClelland Seconded.

That the Board Meeting Minutes, August 4, 2020, be approved.

#### **CARRIED**

# 3.3 August 26, 2020

### MOTION #4:

Moved: Carol Hermansen Seconded,

That the Board Meeting Minutes, August 26, 2020, be approved.

## **CARRIED**

### 3.4 September 2, 2020

#### MOTION #5:

Moved: Carol Hermansen Seconded,

That the Board Meeting Minutes, September 2, 2020, be approved.

### **CARRIED**

## 3.5 September 24, 2020

### MOTION #6:

Moved: Tom Hawker Seconded.

That the Board Meeting Minutes, September 24, 2020, be approved.

### **CARRIED**

### 3.6 October 25, 2020

It was noted that the motion passed by the Board at the meeting on October 25<sup>th</sup> was contrary to the requirements of the RCA Policy and has been removed.

### MOTION #7:

Moved: Doug Vandor Seconded,

That the Board Meeting Minutes, October 25, 2020, be approved.

### **CARRIED**

## 4. President's Report (Purcer)

- Attended monthly RCA PAC meetings as we continue to listen to their concerns and work with our provinces on return to participation across the country - a very enlightening process.
- Also attending RowOntario and Rowing BC monthly meetings. Clubs are buying into national directives and provincial expectations as we become more connected with each other.
- Attended RCA nominating committee meetings along with Director McClelland.
   Reflecting on the process, we need to be diligent now in seeking individuals who can move us forward in our Black Lives Matter Statement commitment.
- Attended RCA Human Resources Committee meetings.
- Participated in recent Committee on Dues and Fees meetings the committee members are very engaged in the process and all regions of the country are well represented.
- Along with Jennifer Fitzpatrick, Terry and Tom, we are currently negotiating with our event partner, the Canadian Henley Rowing Corporation, on a new 10-year contract.
- Attending phone meetings with COPARE (Pan American Rowing Confederation) US
  Rowing is also involved in the discussions. Hope to develop better communication and
  processes within the organization.

- Attended the FISA Extraordinary Congress, a Zoom meeting that started very early in the morning:
  - FISA will now be known as World Rowing.
  - o There were major changes to the Athletes Commission.
  - There were changes to gender equity at the Congress if more than one person is attending, a different gender needs to be represented.
  - World Rowing's recommendation to the IOC for the 2024 Olympics includes Coastal Rowing.
  - It was also noted that Executive Director Matt Smith is retiring next fall.
- Participated in a professional development webinar *Understanding the Same Game and Gender Equality Toolkit* important these issues are recognized and included in our decisions and policies.
- Attended the Inclusive Leadership Lab presented by Deloitte sponsored by the Canadian Paralympic Committee - an excellent process and very well done. The Self-Assessment Tool from the lab was shared with the Board.
- Attended the Coaching Association of Canada Sport Leadership Conference along with COC meetings for the past 3 days.
- Summer Sport Caucus met to discuss our needs from a grassroots and HP perspective during the Covid pandemic. Met together with the Winter Caucus and our partners Sport Canada, OTP, COC, CPC and CAC.
- Great conversation at the CPC meeting including funding in sport and making sport part of the healing process during the pandemic.
- Sport Canada is moving forward with an NSO Universal Code of Governance and this includes a report card.

## 4.1 Human Resources Committee Report

The Board reviewed a report on the Human Resources Committee.

The Committee will be doing some very important work including defining staff roles, responsibilities and salaries.

This is an involved process and a shift in approach and will greatly benefit RCA in the development of a framework going forward.

MOTION #8: RCA Human Resources Committee

Moved: Peter McClelland Seconded,

That the RCA Human Resources Committee, including Carol Purcer as Chair, Tom Hawker and Andrew Lamont, be approved for a 2-year term.

### **CARRIED**

### Treasurer's Report (Hawker)

MOTION #9:

Moved: Carol Hermansen Seconded,

That the meeting be held *In Camera* to review financial reports.

**CARRIED** 

### MOTION #10:

Moved: Doug Vandor Seconded,

That the meeting be held *Out of In Camera*.

### **CARRIED**

### 5.1 Budget 2020/21

### **MOTION #11:**

Moved: Tom Hawker Seconded,

That the 2020/21 RCA Budget be approved as presented, understanding that revisions will be required.

#### **CARRIED**

#### **MOTION #12:**

Moved: Tom Hawker Seconded,

That the Proposed Capital Budget, September 30, 2020, be approved as presented in the summary report.

#### **CARRIED**

# 6. Dues and Fees (Hawker/Fitzpatrick)

### 6.1 Club Dues 2020/21

- An update on members not in good standing was provided. Member organizations that
  have not met the requirements regarding payment of dues and completing an annual
  declaration form. 31 organizations have not met the requirements. It was noted that
  members had the option to defer annual dues to the fall.
- The RCA office has followed up and many have not acknowledged or communicated with the office and do not have any participants registered.
- There is approximately \$10,500 in unpaid fees. RCA will follow up with these outstanding members, give them another opportunity to reply before dues are written off and the membership cancelled.
- RCA has been copying the provincial rowing associations on the communications. PAC will be advised.

## 6.2 Dues and Fees 2021/22

- The 2020 Committee on Dues and Fees was discussed during a PAC meeting.
- The Committee members appointed by the provinces were confirmed including participants that had experience in prior years.
- 3 Committee meetings were scheduled:
  - o October 30<sup>th</sup> Orientation Meeting
  - o November 10<sup>th</sup> Data Review Meeting
  - o November 20<sup>th</sup> Committee Report and Recommendations Meeting

- A Dues and Fees Webinar will be held with the membership on November 26<sup>th</sup> a similar format as in 2019.
- The Board will review the 2020 Committee on Dues and Fees report at its next meeting.
- It was recognized that fee increases would not be recommended by the Committee for the 2021 / 22 fiscal year.

# 7. Strategic Planning (Dillon/Fitzpatrick)

## 7.1 Strategic Plan Progress Update

- The Strategic planning process started last January at the Semi-Annual Meeting.
   Feedback from the membership was helpful and the attendees were engaged in the process.
- A Strategic Planning advisory group was created in the fall including Doug Vandor, Jennifer Walinga, Terry Dillon, Jennifer Fitzpatrick, Colleen Coderre, Iain Brambell, Adam Parfitt and facilitator Nora Sheffe.
- A survey was sent out to the rowing community in October with a great response 120 participants.
- The survey responses are being analyzed based on 5 key areas:
  - Coastal Rowing
  - Diversity and Inclusion
  - Indoor Rowing
  - National Events
  - Growing Rowing
- An application form was also included for participants that wanted to be more involved in the process.
- Followed up with the provincial rowing associations regarding additional participants for the focus group that will meet next week.
- Participants will be separated into breakout groups to consider areas of importance to the group - a collaborative initiative to be presented later to all participants. RCA Staff will not attend the breakout group meetings to avoid undue influence.
- The President will attend as an observer.
- The Board will be provided with an opportunity for comments in December.

## 7.2 Organizational Values Project

One of our project goals was to hold a meeting with a larger group of participants including board members, RCA staff and some national team athletes for a conversation about our values.

We have enlisted support from independent consultant Erin Sills. Value outcomes will be presented along with the strategic plan.

We will start with a strategic planning survey and then confirm the details around the values project.

There was a comment about equity, diversity and inclusion as related to the project. We could engage a number of diverse people including athletes from other sports, executives or administrators. The CEO will follow up.

## 8. Safe Sport (Dillon/Fitzpatrick)

# 8.1 Policy Development Update

A few changes to the original manual have been made and RCA has sought feedback from provincial rowing associations.

The concept of Safe Sport needs to be harmonized with the rowing community. Important that the provincial associations are in alignment and that we lean into any issues together and address them. There are 3 key areas:

- o jurisdictional differences within provinces that impact the harmonized package;
- o changes to Safe Sport material based on good suggestions;
- o associations that want to go forward with their own plans.

It was noted that all board members and RCA staff have completed the Safe Sport Survey.

## 8.2 Current Safe Sport Matters (In Camera)

### **MOTION #13:**

Moved: Tom Hawker Seconded,

That the meeting be held *In Camera* to discuss Safe Sport issues.

# **CARRIED**

#### **MOTION #14:**

Moved: Tom Hawker Seconded,

That the meeting be held *Out of In Camera*.

### **CARRIED**

Day 1 of the Board Meeting concluded at 5:10 p.m. PST.

## 9. Diversity Inclusion and Gender Equity (DIGE) (Dillon/Fitzpatrick)

### 9.1 CAAWS Gender Equity Study

- RCA has undergone a piloted gender equity audit under CAAWS (Canadian Women & Sport) while working with a researcher.
- RCA is also in the first phase of a project with Catalyst, a global gender equity training organization. This work will also include other areas such as diversity and inclusion.
- We will identify areas of training for RCA staff, including topics such as the culture of silence and unconscious bias.

## 10. Rules of Racing Review (Dillon/Fitzpatrick)

With an earlier start than in prior quadrennials, the Rules of Racing Working Group has been appointed with Bill Donegan as Chair, including the following members:

- Judy Sutcliffe, Matt Waddell, Dave Derry, Mike Bagshawe, Andrew Smith, Mike Walker, Brent Duncan, Julie Thibault, Iain Brambel, Jay Vincent, Brooklea Graham, Jennifer Fitzpatrick, Terry Dillion and Carol Purcer.
- It was noted that the terms of reference for the working group has been approved.
- 3 consultation processes over the next year will be communicated with opportunity for feedback from the membership.
- The Board will review the final draft in November 2021 and the members will vote on the revised rules at the 2022 RCA Semi-Annual Meeting.

### 11. HP Update (Brambell)

The HP Director provided an overview of recent activities around the National Training Centre:

- New staff have been hired
- o Athletes are currently preparing for RCA's virtual indoor rowing event
- o Setting up the training programs at the temporary infrastructure on Quamichan Lake
- National Team (NT) athletes and coaches have adapted well to the new protocols.
- The challenge and rigor required for staff and coaches behind the scenes has been difficult.
- Strength and conditioning preparation for indoor activities is much more difficult.
- Coaches are working more on individual training our strengths and gaps.
- We are reviewing coaches' contract extensions in order to ensure future stability.
   Contracts are being extended post-Olympic Games. There will be a salary review after funding is confirmed.
- Some athletes had not planned for an additional year due to the pandemic and the cancellation of the 2020 Olympics. As a result, support has been provided with respect to relocation and additional rent was covered for 2 months, provided it was more expensive. Mileage expenses have also been covered.
- The focus is on building a good team environment through the winter months including support for local camps and other activities such as cross country.
- National Team travel in February and March is still to be confirmed.
- World Rowing has confirmed their qualification schedule. PARA will attend the Gavirate
  event and able bodied the World Cup 2 event in Lucerne. Contingencies for the
  qualifying events are not currently available.

#### **New Positions:**

- Dane Lawson was a standout during the interview process and has been hired as an NTC coach.
- Laura Isherwood has been hired as the NextGen Coodinator, taking over from Lindsey Brown (on maternity leave).
- Cayley Firth has been hired as the NTC Equipment Manager a very helpful addition to our staff during the pandemic.

### Athlete Training:

- The year 5 group has been selected.
- The year 1 group has been selected Athletes, including UBC rowers, will be assessed. Dane Lawson is the lead coach.
- Athletes have been training at Quamichan with the Moose Lodge site offering more space for the athletes. Temporary facilities have also been added.

• The Own the Podium (OTP) submission project is underway. Fine tune the presentation on November 20<sup>th</sup> – the OTP Board meets at the end of January. Additional time to prepare has been allotted during the pandemic.

### NextGen Program:

- Our NextGen Program, previously setup through universities, has been re-organized under provincial rowing associations, in part due to the difference between university programming and high performance programming. A more driven high performance program was required with targeted athletes as per our Sport Canada agreement.
- Important that we continue to support universities competing against other universities.
- A model for the 5 NextGen coaches has been developed and communicated to the membership.
- Hubs have been set up in BC and Ontario discussions are ongoing in other provinces also.

### NTC Culture:

Our high performance leadership group has been meeting with contractor Judy Riege on better communication and culture. This includes four 3 hour sessions with staff, coaches, sport science and sport medicine including how we can improve our communication and interactions. This is addition to our current coach enhancement program led by Judy.

High Performance Program Going Forward:

- We met last Friday to plan and lay a foundation for the future after the Tokyo Olympics
   2022 to 2028.
- Important that RCA has a foundational structure around the NTC. New coaches will be hired, grow within our program and offer new philosophies but the foundational culture will remain.
- The group will meet again in January to develop a long range plan that will be provided to the Board and Own The Podium.

## Lightweight Rowing:

There was a question regarding the World Rowing status of Lightweight Rowing.

At its recent Extraordinary Congress, a recommended change to Olympic events by World Rowing was approved, with the 2 lightweight doubles removed from the event list to be replaced with 3 coastal rowing events in 2024. A PARA PR3 mixed double event will also be recommended - this will go before the IOC for approval in December.

It was noted that Own the Podium only supports Olympic events so athletes carded in these events would have no support. Lightweight rowing has also been removed from our carding and selection documents. This has been communicated to the membership at previous conferences and webinars.

There could still be a place for the growth and development of lightweights domestically and it will be included at World Cup and World Championships for now but it will not be part of the National Team program and will not be subsidized by RCA. The Royal Canadian Henley and CSSRA could still include it on their programs.

# Coaching Program:

Recent discussions have included 3 options for coaching structures within the National Team program:

- o Centralized Programming 3 Head Coaches for PARA, Men and Women
- o One Head Coach working with a team of National Training Centre coaches
- Crew Coaches assigned to specific crews.

It was noted that coaches for lightweight rowing were not a part of the discussion but a longer term plan needs to considered post Tokyo. A working group to develop a plan was discussed. Also need to be realistic about what we can support around the role of lightweight rowing and self-funded opportunities to compete at a world level.

Some information and guidance has been shared with targeted national team lightweight rowers and also with Canadian coaches attending RCA webinars.

A communication around lightweight rowing would be helpful with the right information and perspective to relieve some of the concern in the rowing community – need a positive, common voice. This would be a reference for the Board and others associated with lightweight rowing in Canada at the domestic level.

RCA will commit to a communication.

A coach has recommended a self-funded lightweight program for international competitors - this will be shared with the Board.

#### 11.1 NextGen Restructure

There was a question regarding plans to allow young rowers to participate and compete at all levels.

Funding levels are targeted to specific areas based on an approved training plan. Plans are developed for different levels, University, U23 and National Team for example. Don't need to be in the NextGen program, just need to have an approved training plan.

Important that we develop a more collaborative, stable program and the work around that is underway.

### 11.2 RowOntario Academy Initiative

Working with the Ontario Institute of Sport and RowOntario to develop a shared program.

### 11.3 OLY/PARA/Worlds Selection Documents

There were amendments the Selection documents:

Change 2020 to 2021 in 4.4.

All athletes must fully review, complete and sign the 2020 RCA Athletes Agreement by January 1, 2020 and the 2021 Athlete Agreement by January 1, 2021.

### 4.4 ATHLETE AGREEMENT

All athletes must fully review, complete and sign the 2020 RCA Athletes Agreement by January 1, 2021 and the 2021 Athlete Agreement by January 1, 2021.

Under section 4.1 of the Olympic and PARA Selection Documents, and also section 4 of the Athlete Agreement the following amendment was made to all 3 documents:

Bullet 2 and 4 were adjusted as noted below:

- they are not subject to a-disciplinary investigation or action by the Association; and
- has fulfilled all terms and conditions of any disciplinary action to the satisfaction of the Board of Directors or the Board of Director's designate.

"For clarity, to be in good standing with the CARA, an athlete must be a member of the CARA and:

- their membership dues and any debts to RCA are not overdue;
- they are not subject to disciplinary action by the Association; and
- has fulfilled all terms and conditions of any disciplinary action to the satisfaction of the Board of Directors or the Board of Directors' designate."
- It was noted that on the 2021 Athlete Agreement, the reference to the policy name -Prevention of Abuse, Harassment and Bullying Policy and Procedure - is incorrect.
- The date in Athlete Agreement, section 4.3 Expression on Interest, will also be adjusted.

## **MOTION #14:**

Moved: Peter McClelland Seconded,

That the Olympic and Paralympic Selection Documents be approved subject to amendments as discussed by the Board.

### CARRIED

There was a comment regarding making the documents more explicit. Athletes need to understand clearly what coaches are looking for - have conversations with them around "commitment" for example. Vague terms such as "coachability" need clarity.

Some of the language in these documents is laid out in general terms but it is important that all of our athletes understand what they need to do to be selected and where they currently stand in order to be selected.

# 12. Athlete Director (Vandor)

## 12.1 NTC Athletes Report

- Things are going well in the PARA and Olympic camp.
- Athletes are well into the training process and in testing themselves during the assessment series.
- Positive comments about the amenities at Quamichan and about the HP Director's presence during the training process.

## 13. National Training Centre (McClelland)

### 13.1 Facility Development

#### **MOTION #16:**

Moved: Tom Hawker Seconded.

That the meeting be held *In Camera* to discuss the National Training Centre.

#### **CARRIED**

### **MOTION #17:**

Moved: Jennifer Walinga Seconded,

That the meeting be held Out of In Camera.

### **CARRIED**

## 14. CEO Report (Dillon)

The CEO highlighted that RCA staff leaders - including Iain Bramble, Jennifer Fitzpatrick, Adam Parfitt and Kim Bell - have been working with Judy Reagher on their professional development.

There are many key initiatives we can be proud of that may not have been possible a few years ago such as the recent CAC coaching award along with the presentation from Jennifer Fitzpatrick on the Strategic Plan from an organizational perspective. This was derived from the conversations we have been having with staff leaders.

Important that we are proud of the work that has been done and that this is projected to the rowing community in our discussions.

The CEO was thanked for his strong leadership.

### 14.1 General Policy Review

RCA staff have done a general review of all RCA policies including active and outdated policies that need to be retired.

### 14.2 Policy Retirement Schedule

The Board considered a list of outdated policies.

### **MOTION #18:**

Moved: Carol Hermansen Seconded,

That the policy retirement schedule as presented be approved including the Employee Screening Policy, Respectful Sport Workplace Policy, Web Registration Working Group Terms of Reference and the Women in Rowing Committee Terms of Reference.

#### CARRIED

It was noted that RCA has a replacement for the Employee Screening Policy.

## 14.3 Events: NRCs / Canada Cup + Canada Games

 Due to the pandemic the 2020 National Rowing Championships to be held in Welland was cancelled.

- RCA would have wanted it to be held in Welland in 2021 but the only date available was November 12 to 14, 2021. Weather projections during that period are not favorable so other options such as Burnaby will be considered.
- A formal proposal will be presented to the Board at a future meeting.

## 14.4 National Conference and Semi-Annual Meeting

- Staff have been planning for a virtual conference.
- There will be a plenary session on the report of the Committee on Dues and Fees.
- Key note speakers have been arranged and there will be a session on the rules of racing.

## 14.5 Sport Canada Report Card

- Sport Canada core funding framework is under review.
- Part of the new framework is an organizational report card.
- Quite a bit of information has been requested, mostly around governance.'
- Evidence supporting the items needs to be uploaded to a Sharepoint website.
- This does not have an impact on next year's funding.
- Impact from the report card will not be felt until 2022. 2021 will be under the previous framework.
- A performance evaluation is included and needs to be addressed.

The meeting was closed for the day at 12:06 p.m.

President Purcer opened the meeting at 9:00 a.m. on Sunday November 8th.

### **Business Arising:**

Updated PARA and Olympic Selection documents were provided by the HP Director.

It was noted that the Athlete's Council has had an opportunity to review and comment on the draft document.

There was a question regarding the athlete appeals policy.

HP management has maintained the efficacy of the original process from 2020 - this includes year 5 athletes that were selected for the Olympic team last year.

Exceptional athletes from the year 1 group would also have a pathway to compete.

## Canadian Indoor Rowing Challenge:

Postponed from an earlier date, the inaugural Canadian Indoor Rowing Challenge was a tremendous success with rowers, CrossFit athletes and participants from around the world competing virtually in a variety of categories and distances. Over 380 individuals registered, including athletes from Great Britain, Ireland, Italy, USA, France, Tahiti, Argentina, Uruguay, Paraguay and Ecuador.

Broadcast commentary was hosted by Trofym Anderson and can be viewed on RCA's YouTube channel.

# 15. Provincial Director (Hermansen)

### 15.1 Provincial Advisory Council (PAC) Report

- Operational meetings hosted by Jennifer Fitzpatrick continue to be held. Not all of the Provincial Presidents are able to attend and this a topic for the next meeting.
- The return to rowing and safe sport sessions have been very helpful. Some are not as interested in high performance.
- Separate PAC meetings are also being held with 2 meetings in November.
- Contacting provinces individually some have had issues and did not thrive during the pandemic. Most important that each one has the right information to manage day camps, learn to row, etc. so we can continue to grow rowing.
- Working with PEI on a Canada Games performance coach.
- Great to see all of the provinces working together and sharing information.
- Meetings are starting at 4:00 p.m. PST. Time Zones are a bit of an issue. Zoom meetings are much better than conference calls.

It was noted that good governance will be a topic at a future PAC meeting - this will be led by RowOntario.

In the future national sport organizations will be required to follow a national code of governance - this model could also assist our clubs and associations.

Jennifer Fitzpatrick was thanked for her assistance with PAC.

### MOTION #19:

Moved: Tom Hawker Seconded,

That the meeting be held *In Camera* to discuss human resources issues.

### **CARRIED**

### MOTION #20:

Moved: Jennifer Walinga Seconded,

That the meeting be held Out of In Camera.

#### CARRIED

## 16. Director (Roman)

RCA's plan is being implemented around safe sport requirements.

### 17. Director (Walinga)

Director Walinga noted that approximately 50 people have contacted her with safe sport questions including bullying and other topics rather than directly contacting RCA's independent third party representative, llan Yampolsky.

A Safe Sport Ombudsman was discussed, a conduit for questions from members etc. It was stated that a model for this role is already in place in hockey with a designated safe sport athlete advocaat representing individual clubs across Canada. A conduit that can

provide guidance on where clubs and associations can go with their questions or complaints.

A similar role for safe sport designates is also included within RCA's policy and procedure manual.

A proposal for a national safe sport framework is currently underway by Sport Canada and there will be a centralized process in the future - in the meantime, this discussion challenges our working group to consider if something is missing within our safe sport communication process.

#### National Team Alumni

A national alumni rowing club is under consideration by a working group including Phil Graham, Peter Cookson, Peter McClelland, Don Telfer, Mike Forgeron and Jennifer Walinga.

The Canadian Rowing Foundation is also involved.

As an active rowing club or association, important that it is set up properly with respect to its funding and membership.

The organization hopes to be active in the rowing community - building activities, events and culture around our alumni.

#### **Next Steps**

- The organization will incorporate through British Columbia.
- A connection between the organization and Rowing Canada Aviron needs to be established.
- A proposal will come back to the Board after further review by the working group.

# 18. Director (McClelland)

### No additional report

- 19. Next Meetings 2021
- 19.1 RCA National Conference: January 28 to 31, 2021
- 19.2 Semi-Annual Meeting: January 31, 2021 start time to be confirmed
- 19.3 2021 Board Meetings

The following meeting date was confirmed to review the 2020 Committee on Dues and Fees report, prior to the webinar to be held with the membership.

Monday, November 23<sup>rd</sup> 2020 at 4:00 p.m. PST

As per the By-Laws the Board must review the report at least 2 months prior to the Semi-Annual Meeting.

President Purcer will send out a communication soon with a proposed schedule for 2021 Board Meetings.

# 20. Adjournment

It was noted that the Board was well prepared for the Zoom meeting format.

CEO Terry Dillon and staff were thanked for moving our sport forward through the pandemic.

The meeting was adjourned at 11:15 a.m. PST.