



Rowing Canada Aviron  
BOARD OF DIRECTORS MEETING  
March 21, 2022  
4:00 p.m. PDT / 5:00 p.m. MDT / 7:00 p.m. EDT

Via Zoom Conference

MINUTES

**Board of Directors:**

Carol Purcer, President  
Tom Hawker, Treasurer, Director  
Carol Hermansen, Provincial Director  
Lindsay Bergen, Athlete Director  
Jane Thornton, Director  
Jennifer Walinga, Director

**Regrets:**

Dana Thorne, Director

**RCA Staff:**

Terry Dillon, CEO  
Sid Murdoch, Secretary

**1. Welcome**

President Purcer called the meeting to order at 4:00 p.m. PDT.

**2. Territorial Acknowledgement**

A Territorial Acknowledgement was read by the President.

**3. Approval of the Agenda (Resolution to Approve)**

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

Moved: [Lindsay Bergen](#)                      Seconded,

[That the Board Meeting Agenda, March 21, 2022, be approved.](#)

[CARRIED](#)

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**4. Declarations of Conflict of Interest**

There were no declarations.

## 5. Independent Review and Next Steps

An Independent High Performance Review draft document was considered by the Board.

Discussion ensued regarding the Requests for Proposals and companies that could bid on the High Performance Review Project.

### MOTION #2: Independent High Performance Review RFP

Moved: Jennifer Walinga Seconded,

That the Board of Directors approve the RCA Independent High Performance Review Request for Proposals.

CARRIED

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### MOTION #3: Independent High Performance Review RFP

Moved: Jennifer Walinga Seconded,

That the Independent High Performance Review Request for Proposals be sent to Mike McGovern, Rubin Thomlinson and Straad.

CARRIED

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## Next Steps

Timelines\*

- Proposal Submission: April 7, 2022
- Interviews Completed by: April 21, 2022
- Successful Firm Selected by: April 29, 2022
- Review Commenced: May 2022
- Final Written Report Submissions: July 2022

A cover letter for the RFP will be drafted and signed by the President on behalf of the board.

The Terms of Reference and Expression of Interest documents for the RCA Independent Review Working Group will be reviewed at the next meeting of the Task Force Working Group prior to approval by the Board.

## 6. CEO Update

Athlete Safety Review:

A review of the High Performance Environment by ITP Sport has been completed. The recommendations as a result of the review are currently being implemented.

3<sup>rd</sup> Party Complaints:

Independent 3<sup>rd</sup> Party Complaints will no longer be dealt with by ITP Sport. Lise MacLean will take over that role and ITP Sport will continue to assist RCA in other areas.

#### World Cup Events:

As a result of the current conflict in Eastern Europe, issues around the safety of hosting Rowing World Cup events in that area have been discussed among a number of federations.

#### Relief Funding:

RCA's Relief Funding application for the 2021-22 fiscal year has been approved. An application has also been submitted the 2022-23 with a focus on participants with limited access to rowing programs.

#### Fundraising for the Ukraine:

Athletes have raised a considerable amount funds as a donation to the Canadian Red Cross.

In kind immigration support to a family has also been provided by RCA.

#### High Performance Coaches:

The importance of hiring of additional female coaches was discussed.

### **7. Next Meeting: April 23 - 24, 2022**

A message regarding travel to Victoria for the April meeting will be sent to the Board. The meeting will be held at the Delta Ocean Pointe.

A trip to the NTC at Quamichan Lake will be planned.

### **8. Adjournment**

The meeting was adjourned at 5:30 p.m. PDT.