

# ROWING SECTION EXECUTIVE MINUTES

<b>DATE</b>	August 5 <sup>th</sup> , 2009
<b>ATTENDEES</b>	Rene Myrand, Paul Harris, Ruta Praulina, Chris McPherson, Keira St George, Krista Shackleford
<b>APOLOGIES</b>	Dimas Craveiro
<b>GUESTS</b>	Ada Lam
<b>ATTACHMENTS</b>	None

AGENDA ITEM	NOTES/ACTION	TIME FRAME	COMMITTEE MEMBER
<b>PROCEDURAL ITEMS</b>	1. Meeting called to Order 7:35pm	n/a	
	2. Adoption of the Agenda. Motion to adopt by Keira and seconded by Paul		
	3. Adoption of previous minutes. Motion to adopt by Paul and seconded by Krista.		
<b>1. Outstanding Action Items</b>	1. <b>Coaching Certification</b> – Krista has collected all coaching qualifications currently held by our coaches. The summary is to be emailed to the Executive. It was agreed that the minimum standard to be held by all coaches is Level 1. Krista to email all coaches confirming the details of the next Level 1 course being held. This will also be discussed at the next Coaches meeting on August 6 <sup>th</sup> 2009.	Sept 2 <sup>nd</sup> 09	Krista
	2. <b>Small Boat Trailer Purchase</b> – Dimas is awaiting pricing for the trailer racking.	Sept 2 <sup>nd</sup> 09	Dimas
	3. <b>Volunteering and Liability</b> – Club policy needs to be reviewed regarding individuals driving the trailer in the event of accidents and how this affects the driver's personal ICBC insurance. <b>Carry to next meeting.</b>	Sept 2 <sup>nd</sup> 09	Chris

## ROWING EXECUTIVE AUGUST 5<sup>TH</sup> 2009 MINUTES

AGENDA ITEM	NOTES/ACTION	TIME FRAME	COMMITTEE MEMBER
	<p>4. <b>Mandatory Volunteerism</b> – Dimas is putting together a proposal regarding making Volunteerism mandatory in the Rowing Section. <b>Carry to the next meeting.</b></p>	Sept 2 <sup>nd</sup> 09	Dimas
<p><b>2. Operational Issues</b></p>	<p>1. <b>Change to Secretary Position</b> – Further to Ruta’s resignation from the Executive, Chris proposed the following motion that was seconded by Rene:</p> <p><i>Pursuant to Clause of 4.5 (c) of the Rowers Handbook, the Executive is asked to accept Ada Lam as temporary Secretary in replacement of Ruta until the next AGM in November 2009</i></p> <p>2. <b>Intersectional Regatta</b> – Chris confirmed that there hasn’t been a Board meeting since the last Executive. However, August 30<sup>th</sup> 2009 will be proposed as the Intersectional Regatta date at the next Club Board meeting. Chris to confirm with Bar Manager that there are no other events on this date.</p> <p>3. <b>Review of Rowing Section Policy Manual</b> – Chris confirmed that he is 50% through his review of the Policy Manual. Chris will make his amendment suggestions one week prior to the next Club Board meeting to allow the Executive time to review.</p> <p>4. <b>LTR Update</b> – Paul to forward the July 2009 LTR Update to Executive via email.</p> <p>5. <b>Volunteer Letter</b> – Executive reviewed a letter from a Rowing Section Volunteer regarding concerns about the lack of volunteerism. When the Volunteering scheme is presented by Dimas, it will be reviewed in line with the suggestions in the letter.</p> <p>6. <b>Saturday Masters Additional Coaching</b> – We have had minimal response to the job posting for a Saturday Masters Coach. Paul and Krista to continue the search for an additional coaching resource for the Saturday Masters programme.</p>	<p>Sept 2<sup>nd</sup> 09</p> <p>Sept 2<sup>nd</sup> 09</p> <p>Sept 2<sup>nd</sup> 09</p> <p>Sept 2<sup>nd</sup> 09</p> <p>Sept 2<sup>nd</sup> 09</p>	<p>Chris</p> <p>Chris</p> <p>Paul</p> <p>Paul/Krista</p>

**ROWING EXECUTIVE AUGUST 5<sup>TH</sup> 2009 MINUTES**

AGENDA ITEM	NOTES/ACTION	TIME FRAME	COMMITTEE MEMBER
	<p>7. <b>Shell Naming</b> – Three new shells need to be named – 4(-), 2x and 1x. The Executive voted on the name of the 4(-) only, as suggestions for the other two boats have not yet been requested of the membership. Chris is to talk to the person whom the Executive voted on. Paul will email the membership to request suggestions for the naming of the 2x and the 1x.</p>	Sept 2 <sup>nd</sup> 09	Chris/Paul
	<p>8. <b>New Coaches Benefits</b> – Executive agreed that a commitment of 12 months needs to be provided by new coaching staff for the Section to commit to financing the parking and membership passes.</p>		
	<p>9. <b>Friends and Family Row</b> – Suggested date is September 20<sup>th</sup> 2009. Keira to communicate to the membership and the Club Bar.</p>	Sept 2 <sup>nd</sup> 09	Keira
	<p>10. <b>Captains Dinner 2009</b> – Keira to send an email to the membership requesting volunteers to be part of the Captains Dinner committee.</p>	Sept 2 <sup>nd</sup> 09	Keira
	<p>11. <b>Fundraising for World Masters Rowers</b> – Executive agreed to fundraising proposal from a group of 5 rowers going to the World Masters Games. Executive reinforced that communication to the members regarding fundraising must be clear on what it is for and who the beneficiaries are. Events will take place at the Friends and Family Row, Intersectional Regatta, and a Tea Dance.</p>		
<p><b>4. Finance</b></p>	<p>1. <b>June 2009 Financials</b> – Rene issued the financials for June 2009. Rene also presented a much improved Profit and Loss Statement format. The Executive all agreed that the new format provides greater clarity regarding the particular items applicable to the Rowing Sections finances. Rene confirmed that this is yet to be completely finalized.</p> <p>2. <b>Year on Year Membership</b> – Keira to check the membership numbers year on year for June 2008/2009.</p>	Sept 2 <sup>nd</sup> 09	Keira

## ROWING EXECUTIVE AUGUST 5<sup>TH</sup> 2009 MINUTES

AGENDA ITEM	NOTES/ACTION	TIME FRAME	COMMITTEE MEMBER
<b>5. Maintenance</b>	<ol style="list-style-type: none"><li data-bbox="611 350 1507 448">1. <b>Equipment Parties</b> – Good number of boats are being maintained, however a great majority of members are not participating. Very good participation from the Rec. programme and the new Novices.</li><li data-bbox="611 488 1507 553">2. <b>All Boats are currently Rowable</b> – Not one is currently out of action except for the Trish Smith.</li><li data-bbox="611 594 1507 626">3. <b>LTR Gaming Access Funds</b> – Dimas is currently searching for a suitable boat.</li><li data-bbox="611 667 1507 732">4. <b>New Boat Motor</b> – will be with us by the end of August 2009 and has been purchased from Galleon. The 15hp will be used as a spare.</li></ol>		
<b>ADJOURNMENT</b>	<ol style="list-style-type: none"><li data-bbox="611 768 1360 800">1. Motion to adjourn made by Keira and seconded by Ruta at 9:28pm</li></ol>		

**NEXT MEETING – SEPTEMBER 2<sup>ND</sup> 2009, 7:30pm**