

ROWING SECTION EXECUTIVE MINUTES

DATE	May 6 th , 2009
ATTENDEES	Rene Myrand, Dimas Craveiro, Paul Harris, Ruta Praulina, Chris McPherson, Keira St George
APOLOGIES	Krista Shackelford
ATTACHMENTS	None

AGENDA ITEM	NOTES/ACTION	TIME FRAME	COMMITTEE MEMBER
PROCEDURAL ITEMS	1. Meeting called to Order 7:35pm	n/a	
	2. Adoption of the Agenda. Motion to adopt by Chris and seconded by Dimas		
	3. Adoption of previous minutes. Motion to adopt by Chris and seconded by Rene.		
1. Outstanding Action Items	1. 'Go to Person' for New Members – Keira and Paul confirmed that the new process is working well between the Rowing office and Anne. Paul will put together the process flow diagram for the office.	June 3 rd 2009	Paul
	2. More Socials – There wasn't a huge turn out at the first Friday night Pub evening. Executive agreed that Saturdays or Thursdays would work better.	June 3 rd 2009	Keira
	3. Associate Members – Chris to create motion at the next Club Board meeting that Derek Porter should be nominated as a Club Sustaining Member. Carry to next meeting.	June 3 rd 2009	Chris
	4. Coaching Certification – Krista to establish all qualifications currently held by our coaches for record purposes at next Coaches Meeting. Carry to next meeting as Coaches Meeting has not yet been held.	June 3 rd 2009	Chris

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	5. Website Update by Carolyn Thompson – Ruta and Carolyn met up and went through ideas regarding the website changes.		
	6. Olympics 2010 and VRC –Chris conveyed the Rowing Sections proposal at the Club Board Meeting. The Yachting section proposed the same split and the Hockey and Rugby Sections are yet to have an approved proposal to present to the Club Board. Chris will advise when a decision has been made. Chris to find out the Rowing Sections ability to use Coal Harbour during the Olympics.	June 3 rd 2009	Chris
	7. Canada Day Row at Nicomekl - Will be discussed at the next Regatta Committee meeting.	June 3 rd 2009	Krista
	8. New Hudson 4 (-) – New 4- has been purchased from Hudson and will be delivered to the Club in the next few weeks. Boat Purchase price is \$20,055 (inclusive of all taxes), deposit paid of 20% and the balance is due on delivery.		
	9. Small Boat Trailer Purchase – Dimas has been investigating local suppliers regarding making a small boat trailer. When the pricing is known, this will then be compared to the pricing of a purpose made rowing trailer.	June 3 rd 2009	Dimas
	10. Coach Boat Motor Installation – Dimas will attend the next Coaches meeting with Krista. Carry to next meeting as next Coaches meeting has not yet been held.	June 3 rd 2009	Dimas
	11. Corporate LTR – No rate information provided on the Go Rowing website. Paul to contact other clubs for information. Last years rates at VRC were \$500/hr for an 8+ and \$400/hr for a 4+, with a minimum of two hours.	June 3 rd 2009	Paul
	12. LTR Certification – 11 people from VRC turned out to take the LTR Certification training course – Great turnout!!! New LTR staff will be 'buddied' with existing staff as they adapt to their new roles.		

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	<p>13. Adaptive LTR – Weekend time slot for Adaptive LTR will be during the Saturday 2-4 session. Week night slots will also be scheduled later in May 2009.</p> <p>14. Membership Payments – All coaches were emailed to remind their rowers to ensure that their membership fee payments were up to date. A list of all those who have paid is to be provided to the Safety Committee so that it can be cross checked with the list of who has completed the safety check list.</p> <p>15. New Engine Purchase – Two new engines have been purchased and installed.</p>	<p>June 3rd 2009</p> <p>June 3rd 2009</p>	<p>Krista & Keira</p> <p>Krista</p>
<p>2. Operational Issues</p>	<p>1. SAFETY BOAT POLICY DURING SCHEDULED PROGRAMME TIMES – This topic created great discussion between all Executive members. A change in policy was proposed by Dimas and seconded by Ruta as the current policy is unclear. New policy is to be as follows:</p> <p><i>A Safety Boat must be on the water during programme times associated with that specific programme.</i></p> <p>For clarity, the safety boat does not have to be operated by a coach. If a programme’s coach is unavailable, it may be operated by a licensed boat operator. In addition, LTR safety boats are for LTR only. The Executive voted in favour of this policy change (four in favour and three against). Will be communicated to the coaches at the next coaches meeting and Chris will amend the Policy Manual when he undertakes his review.</p> <p>2. Communication from Executive to individual members – If members have issues, all responses will be communicated via Paul. In matters of policy, Chris will communicate to the membership.</p>	<p>June 3rd 2009</p>	<p>Chris</p>

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3.	LTR Update – Paul confirmed that there are seven 8+'s and four 4 x's booked for May 2009. Paul to ensure that Anne provides update to Rene regarding revenue.	June 3 rd 2009	Paul
4.	Communication between Executive Members – Ruta requested that when members of the Executive are managing matters of potentially significant nature in-between meetings, that they ensure that they communicate with the rest of the Executive.		
5.	Second Rec Coach – Executive agreed that a second coach can be recruited for the Rec programme. Honorarium level for the Rec programme is the same as all other programmes where the coaches agree upon the split between themselves.		
6.	Volunteering and Liability – 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.	June 3 rd 2009	Chris
7.	Mandatory Volunteerism – Dimas is putting together a proposal regarding making Volunteerism mandatory in the Rowing Section with a buy out option. This is to be presented to the Executive at the next meeting.	June 3 rd 2009	Dimas
8.	Adaptive Shells – One of our adaptive shells is owned by Rowing Canada and is going back East. As a result, we only have one single and one double adaptive shell. Dimas suggested buying a replacement adaptive single and will provide details for the next meeting. This could be funded from the Access Gaming Grant.	June 3 rd 2009	Dimas
9.	Default Rigging Change to the Laurie West – Having reviewed the usage sheets, Dimas is to change the default rigging of the Laurie West to a Quad.	June 3 rd 2009	Dimas

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	<p>10. Rigging and Re-rigging default boats – Changing the rigging of a boat from its default/usual setting for an extended period must be done in coordination with the Equipment Manager who will consider the needs of the other programmes.</p> <p>11. Guest Rowers – Keira requested a discussion regarding the agreed time slot for Guest Rowers. The concern being that as there is no set coach or even rowers in the Saturday 2-4 time slot. As a result, ensuring that a Guest Rower is looked after and that the safety check list has been completed will be ad hoc and difficult to organize. Executive decided that we will keep to the 2 till 4 time slot as agreed at the last meeting and review next month to see if it is working.</p>		
4. Finance	<p>12. March 2009 Financials – Rene issued the financials for March 2009. Rene will be working with Sandy to rework the accounting codes.</p>	June 3 rd 2009	Rene
5. Maintenance			
ADJOURNMENT	<p>1. Motion to adjourn made by Ruta and seconded by Keira at 10:05pm</p>		

NEXT MEETING – JUNE 3rd 2009, 7:30pm