

ROWING SECTION EXECUTIVE MINUTES

DATE	April 7, 2010
ATTENDEES	Paul Harris, Carolyn Thompson, Diane Burgess, Nick Nagy, Anna Sloan
APOLOGIES	Keira St George, Rene Myrand
GUESTS	none
ATTACHMENTS	none

AGENDA ITEM	NOTES/ACTION	TIME FRAME	COMMITTEE MEMBER
PROCEDURAL ITEMS	<ol style="list-style-type: none"> Meeting called to order at 7:30 pm Adoption of the Agenda. Motion to adopt by Carolyn, and seconded by Anna. Adoption of previous minutes. Motion to adopt by Anna and seconded by Nick. 		
1. Action items from previous minutes (March 3, 2010)	<ol style="list-style-type: none"> <i>Captain's dinner silent auction proceeds.</i> Item carried forward to May meeting. <i>Security measures for trailer.</i> The deckles for the trailer have been added to the trailer and look great. Security measures are still being investigated. The trailer has theft insurance. <i>Trade in value for the Joy Fera.</i> Pocock will only offer a straight trade in value which is not that high; we can do better in a private sale. Diane will be exploring options. <i>Coach vacancy update.</i> Paul sent out a notice to the whole membership. We will also be posting another ad in the North Shore news. Carolyn is also exploring other solutions. <i>Growth of learn to row program.</i> Apart from a few time slots, we are at capacity for LTR on the waterways. Since Anne came on board, the LTR program quality has greatly improved; we even had waiting lists in peak months last year. The overall consensus amongst the Executive is that corporate LTR is the best approach to grow the LTR program; however, in its current format, it is hard to sell to corporations. Anne is exploring other models to make the program more attractive. We may also be able to look at partnerships with universities as another revenue stream; we would have to look into the feasibility of sharing equipment, however. 	<p>May 5, 10</p> <p>May 5, 2010</p> <p>May 5, 2010</p>	<p>Keira</p> <p>Diane</p> <p>Carolyn</p>

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1. Action items from previous minutes (March 3, 2010)	<ol style="list-style-type: none"> 1. <i>Process for accepting new rowers.</i> Two suggestions were made: 1) provide the office with a script to follow when people want to become members of the rowing section, including review of rower's safety checklist with the coach and sign-off; 2) Names of new members should be presented to the Executive to ensure they can be welcomed to the club and receive the proper introduction to their programs. We will talk about this point in more detail at the next meeting. 	May 5, 2010	Keira
2. Rowing Liaison	<ol style="list-style-type: none"> 1. <i>Date for the Intersectional regatta:</i> The club asked the date of the Intersectional regatta to be moved to Saturday, August 7, 2010. 2. <i>Review of the bylaws.</i> There is confusion as to what documents constitute our bylaws as opposed to our policies; the consensus is that we need to be able to differentiate very clearly between bylaws and policies, and make documents public for the whole membership to view. Nick reviewed our bylaws and suggests making the following changes: 1) section on fees should be added to policies as opposed to being part of the bylaws; 2) the Executive should review their respective job descriptions and check for wording and inconsistencies; 3) rewording section 3.3, calling an Extraordinary General Meeting, to ensure everybody has the same understanding of the wording. Nick will work to create a policy manual; every member of the Executive will review their relevant section and update the wording if necessary. 3. <i>Executive committee cohesiveness.</i> Leading up to and after the EGM it felt as if the Executive committee had lost its cohesiveness, but emotions have calmed considerably since then, and the general feeling of the group was that we could work well together moving forward. 	May 5, 2010	Nick
3. Captain's update	<ol style="list-style-type: none"> 1. <i>Legacy fund.</i> Paul conducted research into the Vancouver Foundation as a possible charity that could be used to administer the Legacy fund. The Vancouver Foundation has various options to deposit money from which qualified recipients could draw funds. Options are still being explored. 	May 5, 2010	Paul

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6. Equipment (continued)	<p>5. <i>Damage to Beijing rigger.</i> The Beijing riggers were dented during shipping, with one of the sweep riggers sustaining structural damage. Hudson will replace the rigger at no cost and will extend the warranty of the riggers. Hudson did point out though that all shipped goods need to be checked thoroughly upon receipt; otherwise, the carrier's insurance will not cover any damage.</p>		
8. Operational issues	<p>1. <i>Reimbursement of travel expenses for coaches.</i> The club has never reimbursed coaches for travel expenses to regattas in the past. While some rowers value coaches attending regattas and giving tips, attendance at regattas is not considered a coaching requirement, so the whole section should not have to pay for the expense. If rowers want their coach present at regattas, the individual members attending the regatta should raise the funds for the coach.</p> <p>2. <i>Outstanding accounts.</i> The club has incurred some bad debt as a result of unpaid regatta or club membership fees. The club continues to make attempts to recover the debt. At membership renewal, members with outstanding amounts should be notified, and should not be able to renew their membership until they have paid any outstanding fees. This means that the club will need to send out additional invoices since the membership renewal notices have already gone out and did not include all outstanding amounts on the invoice. Outstanding fees will result in a suspension in membership and withdrawal of club access. Carolyn will send out a further notice to all those members who have outstanding amounts to inform them. For other cases, Nick will explore whether we can recover outstanding amounts by involving a debt collection agency.</p> <p>3. <i>Gaming access applications.</i> Deadline for applications is May 31, 2010. Carolyn suggested that Paul look into the website to see if he could attend a workshop which provides applicants with tips on how to execute a successful bid. Diane and Nick offered to help Paul with the application process.</p>	<p>May 5, 2010</p>	<p>Carolyn</p>
ADJOURNMENT	<p>Motion to adjourn made by Paul and seconded by Carolyn at 9:45pm.</p>		
<p>Next meeting – May 5, 2010, 7:30pm.</p>		<p>Minutes respectfully submitted by: Anna Sloan.</p>	