

ROWING SECTION EXECUTIVE MINUTES

DATE	June 2, 2010
ATTENDEES	Paul Harris, Carolyn Thompson, Diane Burgess, Nick Nagy, Anna Sloan, Rene Myrand, Samira Barakat
APOLOGIES	n/a
GUESTS	Dimas Craveiro
ATTACHMENTS	List of Silent Auction supporters (revised), legacy fund meeting minutes

AGENDA ITEM	NOTES/ACTION	TIME FRAME	COMMITTEE MEMBER
PROCEDURAL ITEMS	<ol style="list-style-type: none"> 1. Meeting called to order at 7:33 pm 2. Revision of the Agenda: <ul style="list-style-type: none"> - Point 6 (Equipment), subpoint 3: Private shell policy and storage fee. The disciplinary amount of \$2,000 payable to the section is not enforceable as boat storage fees are payable to the Club. - Point 4 (Captain's update), subpoint 3: Rower's safety checklist and swimming requirement. We have added the clause regarding swimming used by RCA to our Rower's Handbook. Specifically it reads "Rowers should be able to swim 50m in light clothing and be sufficiently at ease in the water not to panic and to be able to keep themselves afloat. If a person cannot meet this requirement for physical or other reasons, an approved PFD should be worn when on the water." 3. Adoption of the revised Agenda. Motion to adopt by Paul, and seconded by Rene. 4. Adoption of previous minutes. Motion to adopt by Anna and seconded by Nick. 		

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1. Action items from previous minutes (May 5, 2010)	1. <i>Security measures for trailer.</i> The search for appropriate blocking wheels for the trailer continues. Rene will report back at the next meeting.	July 7, 2010	Rene
	2. <i>Trade in value for the Joy Fera.</i> See below under Equipment.		
	3. <i>Review of restricted shell policy.</i> Diane consulted with all coaches on the restricted shell policy. A boat handling seminar has been developed to accommodate members who do not progress through the Novice program; this quarter, members of the Rec program will participate in this seminar. The boat policy will be updated with clear expectations in place.		
	4. <i>Policies and procedures handbook.</i> See below under Rowing Liaison.		
	5. <i>Rowers' safety checklist.</i> The checklist will be updated for next year.		
	6. <i>Trailer insurance (Treasurer's report).</i> Delayed to next meeting.	July 7, 2010	Rene
	7. <i>Private shell policy reminder.</i> All members with private shells have updated their accounts with VRC.		
2. Guest speaker – Dimas Craveiro	1. <i>Legacy report.</i> The second Legacy Committee meeting occurred on May 15, 2010. The committee suggests two uses for the fund – a portion of the fund should benefit the existing membership now, and another portion should be used to create an outreach program for Junior rowers. The committee will work on the details in subsequent meetings. The outreach program would be implemented next year, while the acquisition of a wakeless launch would occur this year – the committee suggests that half of the costs of the launch could be provided from the legacy fund, and the other half from fundraising efforts. The membership is asked to read the report in the appendix of these minutes, and provide their feedback to Anna Sloan, Rowing Section Secretary, at anna.sloan@gmx.net . Anna will compile all feedback and send it on to the committee. Any proposal on legacy fund disbursements from The Legacy Committee will need approval from the Executive prior to implementing.		

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<p>3. Operational issues</p>	<ol style="list-style-type: none"> 1. <i>Harbourmaster BBQ event.</i> This year's BBQ event is planned for September 19, 2010. The event's purpose is to invite the Club's neighbours and businesses, the Mayor, and Parks Board Members to the Club to showcase our club and acquaint them with our sport. 2. <i>Cascadia Masters Regatta.</i> The regatta is planned for August 14 – 15, and is organized in conjunction with four other clubs (Nicomekl, Delta Deas, Burnaby, Deep Cove). The regatta will be held in Delta. VRC will act as the "bank" for transaction purposes. The rowing section is a one-fifth stakeholder in the event, and would equally participate in potential financial gains or losses. There is a potential loss of \$2,000, or a potential gain of \$5,000. The Executive has agreed to back the event provided the other clubs sign an agreement outlining their financial stake in the event, and as long as the other clubs equally participate in up-front costs (such as medal purchases, portable toilet rentals, etc.). That way our section does not take on an undue amount of financial risk. 3. <i>Junior coach's travel reimbursement request.</i> The Junior coach has made a request for travel reimbursement to accompany Junior rowers to a regatta. The Executive is unable to make a decision at this point because it does not have all the information available to come to a balanced conclusion. The Executive has asked for further information, and will make a decision at the next meeting. 4. <i>Rowing waivers.</i> The rowing waiver that guests complete before they are able to row at our club needs to be reviewed by a lawyer. Nick will ensure it is sent for review. 5. <i>Police record check.</i> A police record check costs \$65 each. Ronald Yuen, a new Junior coach engaged by the Section during the summer months, needs to complete a police record in order to coach Junior rowers – this is Club policy. Ronald is currently volunteering his time; the Executive has agreed that he should be paid an honorarium instead which also ensures that he is insured while coaching and using our equipment. 		
<p>4. Captain's update</p>	<ol style="list-style-type: none"> 1. <i>Daytime Rowing program.</i> The Daytime rowing program had 10 participants last week – approximately 20 people indicated their interest in the program. The Executive decided that Angus should be allowed to submit his hours for the time he is coaching. 2. <i>Novice program.</i> Point deferred until the next meeting. 	<p>July 7, 2010</p> <p>July 7, 2010</p>	<p>Nick</p> <p>Paul</p>

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5. Finance	<ol style="list-style-type: none"> 1. <i>Treasurer's report.</i> <ul style="list-style-type: none"> • The income from the Saxony House rental is now reflected in the report. • Rene will investigate the reasons for higher income on Replacement fees relative to last year; higher expenses on trailer insurance, and why the expenses for fees for repairs are not higher than recorded (there have been a number of costs to date) • There are two line items for Instructor and Expenses – Rene will fix this. • The month over month income and expense comparison is not always accurate; expense comparisons are best made over a longer time period to account for delays in coding expenses. • Rene requests to receive a monthly report from Anne (LTR Coordinator) on LTR enrollees to make accounting easier. Paul will make the request. 	June 7, 2010	Rene
6. VC Membership	<ol style="list-style-type: none"> 1. <i>July 1st Social Row and BBQ.</i> Provided Nicomekl does not hold a similar event on the same day, we will invite other clubs to participate in a “friendly row” and BBQ. The bar can accommodate a maximum of 60 attendees. The section will match Simon’s generous donation of \$200. 2. <i>Social events.</i> Samira is planning various social events; suggestions include a Grouse Grind race, bike rides, soccer matches with Juniors, and fundraising activities. 3. <i>Membership lists.</i> Samira is working on obtaining a complete list of active rowers at the Club. RCA membership fees are due in June 2010. 4. <i>Honorary memberships.</i> Nick will ask the Board for permission to obtain 2 Honorary Club Memberships for two Junior rowers from the States who would like to participate in the Royal Canadian Henley in August. The 2 Honorary Memberships will only be temporary, until after the Royal Canadian Henley. 	July 7, 2010	Nick

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7. Equipment	<ol style="list-style-type: none"> 1. <i>Maintenance/Repair update.</i> Boat and blade repairs are mostly up to date; repairs to the Lord Stanley and Jaggards are still outstanding. We are currently short one engine for which an expensive and extensive repair is required. Diane will try to negotiate with Yamaha to see whether they can still honour the warranty on the engine – the warranty expired only 2 months ago. Quarterly maintenance days are under way – a reminder that maintenance days are not optional for members; all active rowers are required to participate in boat maintenance. 2. <i>Default settings.</i> The Concept 2 blades have been reset to a default setting of 280/87. Please be reminded that the default settings are not to be changed without prior permission from the Equipment manager and coach. 3. <i>Boat purchases.</i> The Joy Fera can be traded in to First Boat, with its value put towards the purchase of a 2003 Pocock E8 (avg. crew weight 160 – 200 lbs.). A trade-in quote was also obtained from Hudson for the Rome. Given that the Rome will not move down to Novice and LTR (due to hull instability and fragility), it is advisable to replace this shell while it still holds a reasonable trade-in value. With significant changes to the manufacture and design of Hudsons (evidenced by the Reid, Beijing, Atlanta and McBean), a 2010 Hudson 8+ would resolve the issues with the Rome while providing better value to the section over time. The trade-in would occur later this year, but a 20% deposit needs to be made. Paul made the motion to replace the Joy Fera and go ahead with putting 20% down on the Rome replacement. The motion was seconded by Nick, and carried unanimously. 	July 7, 2010	Diane	
	<ol style="list-style-type: none"> 4. <i>Rack space request.</i> With space in the shell bay for private boat storage, a VRC member has made a request to move their shell inside. The shell is fully insured. Nick will contact the Office to update our storage list and arrange for private rack fees. 	July 7, 2010	Nick	
	8. Rowing Liaison	<ol style="list-style-type: none"> 1. <i>Coaches job description.</i> Point deferred until the next meeting. 	July 7, 2010	Nick
		<ol style="list-style-type: none"> 2. <i>Bylaws.</i> Nick is waiting to receive feedback from everybody in the Executive on the sections he asked individual Executive members to review. He will work on the wording and make amendments where necessary. 	July 7, 2010	Nick

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9. Secretary	<ol style="list-style-type: none">1. <i>ROAR newsletter.</i> In upcoming newsletters, we will post information on Boat maintenance and equipment handling to inform members of the common standards in the club.2. <i>CALL FOR VOLUNTEERS.</i> If any member is interested in writing articles for the ROAR, please send an email to Anna Sloan at anna.sloan@gmx.net.		

ADJOURNMENT Motion to adjourn made by Paul and seconded by Carolyn at 10:17pm.

Next meeting – July 7, 2010, 7:30pm.

Minutes respectfully submitted by: Anna Sloan.

ATTACHMENTS:

- List of Silent Auction Supporters
- Legacy fund meeting minutes

List of Silent Auction Supporters

Thank you for your valuable contribution to the Rowing section!

Silent Auction Supporter	Item
Bayshore Bicycles Ltd - Downtown	Bike Rental Coupons
Burt's Bees	Radiance Body Lotion/\$2 coupon
Carolyn Thompson	Signed Limited Edition Book by John Arthur Carver Monitorless Hear Rate Watch
Dimas Craveiro	Kaschper Wooden Seat in Shadow Box
Dos Maridos - Artist	Manuel Said - Male Torso in Oils
Dr Kwong & Associates	2 Philips Sonicare Essence e5800
Emelle's Catering	Gift Certificate
Families for Children	1 lb bag Sumatra Bean Coffee
Fifth Avenue Collection	Boxed Gift Set - Necklace/Earrings
Fish House Stanley Park	Gift Certificate
Flowers by May	Gift Certificate Flowers
Harbour Cruises Ltd.- Downtown	Sunset Dinner Cruise for 2
HBO TV	Fall Season Release DVD
Heather Burt	2 Signed 1st Edition Book by Heather Burt (Adam's Peak)
Holiday Inn Express	One Night Stay - Complimentary Guest Room
Holiday Inn Hotel & Suites - North Vancouver	Umbrella
Kathleen Keogh	JL Racing Shirt, Orange/Black, Women's M
Marilyn Tebbit	Signed Painting
Maximum Cardio Core Studio Ltd.	Gift Certificate - 3 M. Gym Membership/bottle
Paul Minichiello Designs	Cuff Links (Nickel/Gold) Cuff Links (Nickel & Cat's Eye) in Leather box
Paul's of the North Shore	Gift Certificates Drycleaning/Custom Tailoring Scented Hangers

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Silent Auction Supporter	Item
Personal Donation	Baked Basket of Goodies
Personal Trainer	3 Personal Training Sessions
pHresh Spa & Wellness	Spa Package Gift Certificate
Pier Dental Centre	Travel Dental Kit
Regatta Sport Canada	Sculling Pogies/Thermal Shirt
Spokes Bicycle Rental & Espresso Bar - Downtown	Gift Certificates (2 X 1/2 hr Bike Rental) Water Bottle \$1.00 off coupons
Stanley Park Horse-Drawn Tours	2 Gift Certificates 2 Horseshoes
The Sutton Place Hotel	Choco Buffet for 2 Complimentary Guest Room – 1 night Brunch for 2
Tiko Kerr - Artist	Tiko Kerr - 'VRC, Autumn Turning'
Twist Conditioning Inc.	Private Training for 4
Vancouver Film School	VFS Day Back Pack
Vancouver Rowing Club (Dimas Craveiro)	The America wooden single shell with 2 Oars
WestJet Vacations	Return Trip for 2

Report on Legacy Committee Meeting – June 2, 2010

Members of Committee: Angus Dinsdale, Lana Janes, Roberto Dosil, Robin Black, Dimas Craveiro

Minutes of May 15, 2010 meeting:

1. Meeting convened at 11:20am at 1447 Hornby Street with Robin Black joining the group. Roberto Dosil gave his regrets.
2. Dimas gave a background of the Olympic funds and the principles of the proposal submitted to the Rowing section Executive committee. One of the principles was that the money generated from interest be used only for Junior development. The group was in agreement with this principle.
3. Angus stated the Rowing section currently is in good financial health and the money from the Olympic revenues is not required for the operation of the Section.
4. Lana opined that part of the money could be spent now to demonstrate tangibility of the Olympic windfall and provide an immediate benefit.
5. Agreed among committee members that there are three scenarios available:
 - i. Spend it all. What do we need as opposed to what do we want?
 - ii. Spend part of it.
 - iii. Save it all.
6. Angus felt a very tangible result would be the acquisition of a wakeless launch. This item has been discussed and investigated by Angus and Dimas last year. Although not critical to our operations, a wakeless launch would help with coaching of larger boats (by simply being able to keep up), avoid washing out other rowers, and avoid washing out moored vessels. Wintech makes a 16' launch that could be kept where the old Zodiac used to be at the north end of the east float. The launch is approximately \$7,500. With delivery, duties, taxes and a new motor, the cost would be approximately \$15,000; about the same as a new 2X/2-. Consensus of the group was:
 - i. Allocate ½ of cost of new wakeless launch, say \$7,500 from Olympic Legacy fund to provide an immediate benefit and “gift” to the section.
 - ii. Retain the remainder of the funds and obtain additional funds through fundraising.

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7. Some concerns were raised regarding a too-ambitious program – that its administration and continuity could be problematic. The group felt administration should be simple, not complex. Additionally, the group felt Executive committees have short memories and the reasons for the legacy fund may be forgotten or misinterpreted in the future.
8. Lana suggested part of the proceeds from the investment of funds be used each year to have a VRC Outreach program for prospective Juniors. This program would include a BBQ, ex-Olympians and ½ day LTR for young people.
9. Angus added we could approach the community to go further after several years of an outreach program. Start slowly and build on each year's success.
10. Discussion ensued on success of last year's Friends and Family Day with huge participation from members. The same could be applied to the outreach program.
11. Discussion also ensued on how to invest money and how the money generated from interest could be spent. Dimas felt this was relatively easy to do with our accounting system, with a line item for revenue from Olympic funds and a separate line item for expenses. The principal would always be available to the section in the event of a downturn or an emergency.
12. Resolved that synopsis of meeting be submitted to the Rowing Executive and another meeting be convened in 4 weeks.

Sincerely,

Dimas Craveiro