



**Board of Directors Meeting – Minutes**  
**GoToMeeting**  
July 30, 2020

Present:

Chris Waddell  
Margy Braga  
Caitlin Beresford

Janet Lancaster  
Meredith Smith  
Andrew Backer – ED (non-voting)

Regrets:

Dan O'Shaughnessy

Guests:

n/a

**1. Call to Order**

Waddell called the meeting to order at 7:03pm ET.

**2. Agenda approval**

*On a motion duly made by Smith and seconded by Lancaster be it resolved that the agenda for the meeting be approved as presented. **CARRIED***

**3. Minutes from previous meeting**

*On a motion duly made by Waddell and seconded by Lancaster be it resolved that the minutes of the June 25<sup>th</sup>, 2020 Board meeting be approved as presented. **CARRIED***

*On a motion duly made by Smith and seconded by Beresford be it resolved that the minutes of the July 13<sup>th</sup>, 2020 In Camera Board meeting be approved as presented. **CARRIED***

**4. Diversity and Inclusion Committee**

Beresford presented the proposed Diversity and Inclusion Committee, Terms of Reference.

***On a motion** duly made by Beresford and seconded by Waddell be it resolved that Diversity and Inclusion Committee Term of Reference be approved, with the proposed amendment so the first term be extended to expiring at the 2021 AGM. **CARRIED***

## **5. Board Vacancy**

Discussion was a continuation of the July 13<sup>th</sup> in camera meeting, which focused on discussing the Board vacancy.

***On a motion** made by Waddell and seconded by Beresford be it resolved that the Board invite Pippa Hobbes to fill the vacant position on the Board, given Schweinbenz's resignation. **CARRIED***

## **6. RCA National Safe Sport Policy**

Backer presented Safe Sport Policy to the Board.

***On a motion** duly made by Lancaster and seconded by Smith be it resolved that the Board approve in principle Rowing Canada Aviron's initiative to have a set of pan-Canadian policies (via the RCA Safe Sport Manual) applicable to Rowing Canada Aviron and its Members, which Members should adopt through a Member Declaration. **CARRIED***

***On a motion** made by Waddell and seconded by Beresford be it resolved that the Board approve that the Row Ontario Board and Staff must complete the CAC Safe Sport Training by August 31, 2020 and submit proof of completion to the Executive Director. **CARRIED***

**Action Item:** Backer to send material and ensure completion of CAC Safe Sport Training by Row Ontario Board and Staff by August 31.

## **7. Strategic Plan update**

Backer presented the updated strategic objectives which staff revised after the Board approved the extension of the strategic plan by one year.

***On a motion** duly made by Beresford and seconded by Smith be it resolved that the Board receive the updated Strategic Plan, including the revised strategic objectives. **CARRIED***

## **8. Executive Director and Q1 Financial reports**

Backer presented the Executive Director Report to the Board.

***On a motion** duly made by Lancaster and seconded by Waddell be it resolved that the Board accept the Executive Director and Q1 Financial reports. **CARRIED***

## 9. General COVID-19

Few key updates:

- Weekly RCA will be changed to bi-weekly; and
- The safety and feasibility of rowing in large boats, hosting competitions and Indoor rowing is still being evaluated.

## 10. Next Meeting

*The next meeting will be determined (likely early September), to be confirmed as needed over email by Backer. The next scheduled meeting is the Q2 Board meeting at the end of October.*

## 11. Termination

***On a motion*** duly made by Lancaster and seconded by Smith, be it resolved that the meeting be terminated at 8:18pm ET. **CARRIED**