



Rideau Canoe Club

Board of Directors Meeting

DATE	Wednesday, June 12, 2013, 2013
TIME	7:15 pm
Present	Sue Holloway, Stephan Sander, Kim Hodges, Louise Hine-Schmidt, Brent Schmidt, Ron Sibthorpe, Mike Brownlie, Sarah Kennedy, David Fortier, Hector Carranco
Regret	David Fortier
Guest	Mike Robinson & Meaghan Davis

Approval of Previous Minutes: Andrew Stead 2nd –Sarah Kennedy

Signatures:

Approval of Agenda: Brent SchmidtSarah Kennedy 2nd – Mike Brownlie

Opening Comments from Chair

Comments

- We have great ideas; need to be followed up & discussions do not end without specific assignment.

Action Items

ACTION ITEM:

- **Ron** – Confirm our club will have full access for 2013 Regatta Schedule
- **Put our calendar on the website**

ACTION ITEM:

- **Andrew & Ron –speaker system in building, fall action item**
- **Hector - talk to Peter to get info & supplier**

ACTION ITEM:

- Stephan – review agreement with City to make sure we can sell alcohol after dragon boat practices
- Prohibited unless permission from City
- Contact risk & insurance department to determine if allowed
- Contact info in agreement with City
- On web – your guide to hosting an event
- Have to get SOP & contact the City
- **Sue - contact the City to discuss**

ACTION ITEMS:

- Terry –look into water bottle options
- Ordered minimum (300)
- \$1.10 each
- Selling water bottles during CDR

ACTION ITEMS:

- Mike – look into locker options
- Got estimates - \$3 to 4 K
- Focused on smaller locker options
- Money vs. code vs. key
- Serve members vs. DB - More locker inside for members, more lockers outside for DB
- No budget at this time
- This year - Move lockers upstairs, gives us 10/change room, replace the wall (increase storage)
- **Who is building the wall? Do this in the Fall.**
- Continue to research outside lockers for DB & put in budget for next year.

ACTION ITEMS:

- Kim - look into insurance for equipment & people at PICC
-
- Met with Petrie Island Rec
 - Group goes out sporadically & day trips
 - Join as member - \$30, \$15 half day rental, \$30 full day rental
 - Mostly retired women
 - Want to join RCC to get benefits of insurance
 - From insurance perspective – issue with taking boats off site and not certified instructors
 - Group was going to join for a year to see if feasible
 - From RCC perspective, we are not getting much out of it – goodwill
 - If they want to join RCC instructors have to be certified.
 - Kim – proposed – if they do not get certified, then we do not move forward with a partnership

ACTION ITEMS:

- Brent - obtain 2 OC1 and an OC2
-
- 1 OC1 arrived in back boat bay (Newsletter – put a clinic together on how to use OC1)
 - Club OC2

ACTION ITEMS:

- Meaghan - contact trillium people to find consultant
-
- Decide as a board what to apply for
 - **Motion** – Sue- apply for Trillium Grant (s)– Andrew – 2nd - all approve
 - **Louise - email consultant to get answers to general questions**
 - Plan separate meeting after discussions with consultant
 - Andrew – can help on grant committee

ACTION ITEMS:

- Stephan - project costs of purchasing & maintaining club truck versus current use of rentals
-
- \$1500 maintenance
 - If we got trillium grant – purchase would be worth while
 - What type of vehicle, days in use, mileage, etc.

Agenda Topics

DISCUSSION: Parking for special events (HOPE, Folk Festival, Dragon boat)

- All special events should be in our calendar, noting big draw Headliners
- Parking Friday night for DB festival
- Parking during DB leading up to festival – becoming an issue on Nesbitt & at locks
- Positive PR with neighbours, Boys n Girls Club, Lock Master, etc.

ACTION ITEMS:

- **Meaghan – find landlord for government parking at Rideauview**
- **Create calendar for parking during special events**

DISCUSSION: Fundscrip Order Deadline - June 17

- Lead: Meaghan/Hector
- Put up notices
- Need good numbers this deadline to consider other options

ACTION ITEMS:

- **Hector - Fundscrip specific Newsletter**

DISCUSSION: PICC

- Lead: Sarah
- Spot in Caravibe Parade this weekend – creating float
- Mascots will be in children’s village
- Canada Day parade – 2 athletes have volunteered to get on stage to talk about the Club.
- Registration is steady at 18 – hoping the next 2 events will boost

DISCUSSION: ParaCanoe athlete

- Lead: Kim
- Wheelchair athlete planning on joining the ParaCanoe program - House burnt down with 5 wheelchairs inside. As a result not able to join program – fundraising in the works
- Kim to do some fundraising to help her with membership & program fees - No cost to have her in the program
- Idea – option for members to make donation to develop a pool of funds for those who do not have enough to pay for programs.

MOTION:

- **Andrew - let her into the program & membership , Scott - 2nd, all approve**

ACTION ITEMS:

- **Andrew - Look into funding options for athletes in need (Max Keeping, Kid Sport, Canadian Tire (don’t do paddling). Kim interested in helping.**

DISCUSSION: Bullying

- Lead: Louise/Sue
- As part of coaches week – Sue contacted Brad at Boys & Girls Club to help with Bullying
- RCC bullying & Harassment policies – Respectful Workplace Policy
- Bill 168 – City of Ottawa
- WITS – Walk Away, Ignore, Talk it out, Seek Help

DISCUSSION: Teacher's initiative

- Kim to post on her school board's - Public Board
- Send to Cindy to post on Catholic Board

Director's Report: Treasurer – Stephan Sander

DISCUSSION:

- Cash is doing fine – on track with last year

Director's Report: Recreation & Paddle All – Kim Hodges

DISCUSSION:

- Kayak arm has come in
- Finding volunteers for Paddle All
- 7 of 10 kayaks sold
- Flotilla for friendship – July 17 – requested pleasure canoes & blue trailer.

Director's Report: Dragon Boat – Scott Seaby

DISCUSSION:

- Next Thursday – Tiki Bar dinner on the beach for the DB Foundation. Selling tables - Table \$1250 – no security & compensation is \$1250. 10 seats – looking for 10 names (good political presence).
- Numbers are looking good – system working well
- More interest in RCC DB Festival
- Potential fundraising events – novice teams (rugby team, hockey team, etc) – for next year?

Director's Report: Paddling Director – Louise Hine-Schmidt

DISCUSSION:

- | |
|--|
| <ul style="list-style-type: none">➤ June 24 – begins coaches week; CK invited, Monday – CPR & First Aid recertification, Sun smart, anti-bullying, canoe/kayak technique➤ Emergency procedures – dock duty - Vanessa – have meeting with dock duty about emergency procedures.➤ Numbers – up from last year at this time/ down in masters right now/ Bantams are way up in the Spring➤ Parent meeting – Tuesday of coach's week – regattas, travel policy, volunteering for parents – Hector, Andrew, Ron – to help.➤ Diana left for Cheema/ rearranging of staff – Rhys Hill to fill in, Chey is bumped up, with a couple of things in the works➤ Coaching grants – 2 available (John Bailes brought to our attention) – 1 used for Chey's exchange to NZ, 1 for new hire 20K annually for 3 years (deadline July 10). Kim available to help.➤ Masters Canoe – Lisa is leaving at the end of the month, Nicole to take over. Trying to find someone for Intro lunch➤ OTT – RCC did very well/ many PB/ didn't stay for 2K so RCC is out of ranking. Team knew of this when the decision was made. Best showing at OTT's. |
|--|

Director's Report: Equipment Director – Brent Schmidt

DISCUSSION:

- | |
|---|
| <ul style="list-style-type: none">➤ SUP – approached by Laurie Myers to help with SUP Yoga. She willing to do a weekend clinic with 2 sessions a day.➤ Same price as SUP Intro (\$55 + HST), \$100 for weekend➤ Proposing 70/30 split – not good for us➤ Negotiate hourly rate as RCC is providing all equipment, location & insurance➤ Full class with 6 participants, min 4 |
|---|

Director's Report: House Director – Andrew Stead

DISCUSSION:

- | |
|--|
| <ul style="list-style-type: none">➤ Service Master is new cleaning company |
|--|

Head Coach – Mike Robinson

DISCUSSION:

- | |
|---|
| <ul style="list-style-type: none">➤ Nothing to report |
|---|

Past Commodore – Hector Carranco

DISCUSSION:

- As per info emailed to BOD
- What would be involved on a day to day basis – helping BOD with all activities already initiated, trying to find new markets, meetings with partners, building relationships – doing some of the things BOD doesn't have time to do right now.
- Too many opportunities we haven't been able to explore
- Help bridge the communication between BOD & membership
- Providing support – grants, publicity, special events, etc.
- Asking for permission to do these items as employee – budget is a consideration, but need to take advantage of opportunity
- Louise on board of CK Ontario, Hector on board of EOD, Scott on board with DB festival – more RCC presence in city, province, country.
- Budget & financial implications?
- We can do more of the satellite programs to support Sprint
- Potential – sponsorship & marketing, other revenue opportunities
- Position self-financing – over 2 to 3 years
- Discussion – is this the route we want to go in with Hector?
- Create a plan to create the funding for the position

MOTION:

- **Sarah- To explore the position of Executive Director with Hector-Ron- 2nd - All in favour**

ACTION ITEMS:

- **Hector- set-up specific parameters, money, time frame, terms of reference, objectives by Jun 19**
- **BOD- meet to review proposal & determine priorities- Jun 24, 7:00pm**

Meeting finished – Wednesday Jun 12 at 10:05 pm

Next meeting - Wednesday, June 10 beginning at 7 pm

SNACKS at next meeting: Sue Holloway