

**RCC Board of Directors Meeting
November 13, 2012**

Present: Sue Holloway, Hector Carranco, Terry Longhorn, Kim Hodges, Louise Hine-Schmidt, Ron Sibthorpe, Andrew Stead, Brent Schmidt, Mike Brownlee, Stephan Sander

Regrets: Scott Seaby, David Fortier, Sara Kennedy

Guest: Mike Robinson

Approval of Minutes: 2nd

Signatures:

Opening Remarks: AGM was very successful; we're on the right path, there's confidence in us. Sue is committed to moving forward; this year's motto- "Preparing for Success"

Remarkable year for development kids; where to next?

2015 Nationals; good support at AGM & EOD, RCC to host, EOD organizing Club didn't get to OCSRA AGM, goal to always have representation in the future Sue attended Ethics in Sport- Club Excellence Certified program involves policies, terms of reference, finances, liability, insurance, programming etc. Andrew to spearhead; happy to work with Meaghan to help put in place Club Excellence Standards, Sue to forward electronic version. Will increase our marketability while reducing our liability, allows for succession planning framework for implementing LTAD.

Review of Board responsibilities: Everyone good to continue with current portfolios, Stephan new to finance.

We need: Registrar, Canoe Kids, Communications/PR- Mike Scott? Mark Beachard should be on committee. Then get budgets done for next meeting

Stephan will base on last year's numbers from Derek and will circulate

Action Items

Item	Person Responsible	Start date	End date
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City of Ottawa\$3000 Grant-hosting a special event	David Fortier	Mar 6, 2012	For next year
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Address position of Executive Director vs Administrative Support and how to post at AGM	Board	Mar 6, 2012	After AGM
House planning meeting to discuss options and priorities, wish list	Andrew	Feb 13, 2012	After AGM
Sponsorship committee recruitment	Dave	Feb 13, 2012	Fall, ongoing
Items Club needs but could be donated	Board	July 12	
New message board for wish list for club, volunteers etc	Brent	July 12	Fall
Trillium Grant Application for ICF race course	RCC Course Committee	July 12	First meeting Nov 22
7 SUP board purchase, get 3 quotes	Finance	Aug 14	Dec 11 Budget
Club truck	Hector	Aug 14	Spring 2013
Radio Protocol course	Bob Rainboth, EOD	Aug 14	Spring 2013
Develop new work plan for Meaghan- ALL Directors identify tasks you can offload	Board	Sept 11	ASAP
Price list for facility rental	Sue/Meaghan	Sept 11	Done
Wild Apricot monthly fee-working well so far	Finance	Sep 11	Done
15 bins-radios, hailers, flags, clipboards etc approx=\$9k 2 out door speakers, new boat motor –We want to match equipment with EOD	Finance	Sept 11	Dec 11 Budget
Club's sound system isn't working	Andrew	Sept 11	Dec 11
Stand-up freezer and kettle-issue where to put freezer?	Finance Cindy's budget	Sept 11	Dec 11 Budget
Sheltered Events Board- Sue's neighbour has plywood	Finance	Sept 11	Dec 11 Budget

Survey to Members and parents Add box to differentiate parents, athletes, masters Did you read the newsletter, etc	Andrew	Sept 11	Done
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Business Arising

Purchase of Dragon Boat ergs. Scott is suggesting 2 ergs. Is this enough?
What are the program plans?

TOR RCC Course Committee- First meeting Nov 22. Plans is to have course in place for 2014 season. Committee Members: Hector Carranco-Chair, Kim Hodges, Charles Slade, Andres Carranco, Brent Schmidt, Terry Longhorn, Brian Cruikshank

House- Making progress with the City regarding the roof
Survey will be out to the Board by Friday, then to all Members, asking for 2 week turnaround
Lines are painted in parking lot
Doors a problem in weight room- City issue
Alarm and leak downstairs, stones off wall- addressing

Director's Reports

Paddling Report- Louise Hind-Schmidt- BC & Seattle trip a success. Coaches very excited about implementing. Some HP Grant money left- Still to do Athlete screening and then kayak in the spring.

John Bales, Mike Robinson & Louise looking at programs, big numbers, very exciting. The growth is amazing. Working on plans for next summer, coaching conference. CKC's Petro-Can in Montreal was disappointing.

Sent out TOR for HPC.

Release balance of CKC Grant funds:

Motion: Louise Seconded: Ron **Approved**

Mike Robinson- The trip was great

Canoe clinic with Tom Hall and Mark De Young went well. Better promotion to members would have been beneficial

Treasurer's Report- Stephan met with Derek yesterday. He will get the budget from him. Past years files are in Meaghan's office. He needs a filing cabinet. Next meeting will be to address the budget

General Discussions;

We should have monthly get togethers throughout the winter

1. Nov 24, Capital to Capital with Max and Liz
2. Dec 20, RCC Xmas party
3. January, thoughts?

Parent's meeting re Florida is Nov 27. Camp runs Mar 7-Apr 20

Carleton Place DB Festival was cancelled, is back on again with Crystal Devlin organizing

Action Items

Item	Person Responsible	Start date	End date
Club Excellence Standards 1. Review where we are 2. Bring everyone back 3. Final review, submit for certification	Andrew	Nov 13	December February 12'13 April 9'13
Program Budgets	All Directors	Nov 13	Dec 11
Cindy taking on kitchen again? Very profitable this past year	Sue	Nov 13	Dec 11
Board meetings	Calendar	Jan 8'13 Feb 12'13 Mar 5'13 April 9'13	
Christmas party, 7:00-11:00	Calendar	Dec 20	

Meeting adjourned 8:51 pm.

NEXT MEETING

Dec 11, 7:00pm. Snacks Terry