

RCC Annual General Meeting

Thursday, October 29th, 2015 starting at 7 PM.

Rideau Canoe Club

804 Hog's Back Road

Ottawa, Ontario

K2C 0B1

AGM 2014 minutes, Directors Reports and agenda posted in newsletter and RCC website for more than 2 (14 days) weeks.

Attendance per sign in list

Quorum present as per bylaws

19:03 hrs - Call to order by Ron Sibthorpe, RCC Commodore

Rules and code of conduct for the meeting presented by Ron Sibthorpe

Introduction of 2014 board, directors, guests & past Commodores

1. Approval of the 2014 Thursday, October 23 AGM Meeting Minutes

Motion: Andrew Stead 2nd: Vanessa Herrera **Approved**

2. **Business Arising:**

- a. Petri Island: Has been running for 4 years now, 2013 RCC purchased equipment, they are now in a position for legacy building but must be a stand-alone club. There is some financial reconciliation to do regarding equipment, tshirts etc. Would like a war canoe, dragonboat. Commodore- Sara Kennedy, Vice Commodore- Liz Orton
- b. Dedicated Race Director: Need one point person for every event at RCC, follow pre-set template for course in/out, food, toilets etc. Bob Rainboth will do for 2016

3. **Commodores Report: Ron Sibthorpe**

- a. Has been 5 years at RCC for Sibthorpe family, this was the busiest yet.
- b. We have the best coaching staff in Canada
- c. RCC won EODs, Ontario Cup Grand Champs, Nationals breaking records and winning 21 Golds, 14 Silver and 13 Bronze. We are a club of Excellence!
- d. RCC hosted Ottawa Dragon Boat Festival, Canada Day Regatta (Canada Cup series), Rideau Masters, EOD qualifiers, Ontario Championships, Nationals, CanMas, RCC Dragon Boat festival and Rideau Marathon
- e. Numerous athletes qualified for National Team

- f. Nicole Haywood- received Master's Award
- g. We have a new race course
- h. \$26,000 spent on new boats
- i. Canoe Kids enrolled 277 kids over the summer
- j. Satellite programs- Brantwood Park, successful 6 week ½ day programs
- k. Paddle All and Para Canoe also very successful year
- l. All Director's Reports have been posted
- m. Paddling Committee will have a new structure to help retain and support our athletes. We have 4 fulltime coaches: Wade Farquharson, Diana Deeks, Stewart Wilson, Cheyanne Farquharson
- n. New projects- storage, got a bin with the use of a dragon boat. Annex is too small and should be replaced with bigger unit. Finish Tower is old and not good in poor weather, look at funding for kid's program and double as tower with a second storey. Canada 2017 has legacy money for items that are shovel ready- explore
- o. Five years ago our Strategic Plan was to host and win Nationals, now we need to form a committee to plan our next 5 years
- p. Satellite Programs- Echolands working on logistics. Do we get a say in these expansions, are they a drain on our resources: equipment, volunteers, what is the purpose? Goal is to get kids in boats then maybe like Petri they grow and become their own club. EOD and CKC have no budget to promote expansion therefore it is the decision of our club Board of Directors to promote expansion. Should this be part of our Strategic Plan?

4. Treasurer Report: Hector Carranco on behalf of Treasurer and Board

- a. Thanks to his team: Deb Hine did payroll for 4-5 years, stepping down, Derek Mersereau did reconciliation, Terry helped update QuickBooks and Stephan Sander, past Treasurer, has been available for guidance
- b. Preliminary numbers have us at \$920K revenue, down from last year, shorter season due to Nationals and increased Regatta charges not passed on to athletes
- c. Revenue mostly from Dragon boat and Sprint, plus Recreation programs
- d. Expenses are 51% Human Resources
- e. We spent \$100K on equipment: boats, pontoon, van
- f. Florida camp was a big expense last year
- g. Running at a loss this year, over \$80K, first time in many years. Program registrations lower, Recreation was down- lost our coordinator, have more equipment so could fill classes with Seniors or fitness. Do we have a reserve to help with shortfall? No. Was this a surprise? Florida exchange was a surprise.
- h. Treasurer position is open
- i. Room for more Volunteers to help with finances, including Payroll
- j. **Motion** –Hector Carranco motioned and Ron Sibthorpe seconded that Collins Barrow Ottawa Ltd. continue as auditors. **Approved**

5. **Secretary Report: Terry Longhorn**

- a. Meetings were held once a month for the past year and minutes recorded
- b. 2015 minutes posted 2 weeks prior to AGM, available online
- c. Secretary is point person for email/letters to the Board, response within 24 hours

6. **Directors Reports**

6.2 Equipment: Tom Hoferek: Do we have a plan for managing going forward? Tom will oversee in the short term with Patrick doing maintenance for now. Strategic Plan will address a plan for more people

6.4 Dragon Boat: Scott Seaby: Scott stepping down from Board, will be advisor reporting to the Board, still the point person. Loading at the docks competing with sprint athletes, can this be addressed (docks) in the Strategic Plan

6.5 House: Andrew Stead: Issues with toilets etc, if cost is under \$5K it is our responsibility. Need a handyman on call- someone to coordinate, where does this money come from. All falls under the Strategic Plan

6.7 Paddling: Karen Rainboth: There are a group of volunteers plus coordinators on the committee covering U11 to Masters. Full time staff helps with continuity. Aim is to build culture from within the club, we have a great group of coaches. Sending Survey Monkey at end of this season to all parents and athletes. Looking at option of monthly payments for programs. We are in 2nd year of 3 year coach's grant. We hire over 100 coaches in the summer months. In January will contact previous coaches to see if interested in returning, the right coaches are key to continuity in programs

Motion: Barb Gibbon motioned and Tom Hoferek seconded that all Director's reports be approved. **Approved**

7. **Motion:** Ron Sibthorpe motioned and Jeff Braddon seconded that we amend By-Law 7.02 to require the Treasurer to have an accounting designation. **Approved**

8. **Other Business**

- a. Boosters- Mike Scott. The Boosters have been earning money from parking since the mid 1960s. This past year they collected \$4890 from HOPE and ODBF. They spent \$5493 in supporting the club through donations to assist athletes going to Junior Worlds, 2 tables at Ottawa Sports Awards, Frank Amyott bench, athletes' memberships and snacks at CKC Regatta (Nationals). Mike is stepping down this year, we need volunteer to coordinate and run- Strategic Plan
- b. Fundraising- Can we target our fundraising, ie event is to lower costs to Florida etc. Examples of potential events: Christmas run, Trivia night, Christmas Jeopardy, partner with a charity, Tulip Festival Regatta, Triathlon, Silent Auction. Need a Committee to head and run.

9. Nominations for 2015/2016 Board of Directors

Chair of Nominating Committee- Heather Hollingsworth Absent, Hector Carranco presented

- Current Board Members stepping down: Scott Seaby, Ivonne Shoucair, Kingson Lim.
Thanks for all of your tireless work, round of applause.
- Nominations for Executive positions presented and Bios read
 - Request for nominations from the floor
 - No nominations came forward.
 - Voting process initiated.

8.1 Commodore: Ron Sibthorpe **Acclaimed**

8.2 Vice Commodore: Andrew Stead **Acclaimed**

8.3 Secretary: Terry Longhorn **Acclaimed**

8.4 Treasurer: Vacant

8.5 Past-Commodore: Vacant

- Directors
 - 8.6 8 directors to be nominated. 3 new candidates Bios read
 - 8.7 Role of directors explained by Hector Carranco
 - Request for nominations from the floor
 - No new nominations came forward.
 - Voting process initiated by Ballot, elect 8 of 9 candidates.

Returning Directors:

- Mike Brownlie
- Gillian Bryenton
- Karen Rainboth
- Tom Hoferek
- Barb Gibbon
- Fiona Smith Bradley

Nominations :

- Lorraine LaFrance
- Connie Downes
- Chris Lindsay

10. Introduction of the new Board of Directors

- a. Commodore: Ron Sibthorpe
- b. Vice Commodore: Andrew Stead
- c. Secretary: Terry Longhorn
- d. Treasurer: Vacant

2016 Directors as voted by membership:

- Mike Brownlie
 - Gillian Bryenton
 - Karen Rainboth
 - Tom Hoferek
 - Barb Gibbon
 - Fiona Smith Bradley
 - Connie Downes
 - Lorraine LaFrance
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- Congratulations to our new board.

10A. Executive Director Report

- a. Dry run of his presentation to EOD
- b. Played video from CKC-Nationals; all stats include CanMas
- c. **Host Organizing Committee** for Nationals was all from RCC except for 3 people
- d. Presented breakdown of costs for Nationals including sponsorships and fundraising. Excess monies divided amongst EOD clubs, even though RCC did majority of fundraising, ORCC only other club to contribute. RCC charged HOC for use of club and office
- e. New race course to meet National standards well received, 583 buoys

11. Commodore- Ron Sibthorpe

We are the only club in Canada with 4 full-time coaches
First Board of Directors meeting of new Board is November 17, 7:00 pm

Adjourn the meeting

- Motion: Bob Rainboth **Approved**
- Adjourned at 9:47 pm

Respectfully submitted by:

Terry Longhorn, RCC Secretary

Approved by:

Ron Sibthorpe, RCC Commodore