

AGENDA

ANNUAL GENERAL MEETING

1. Call to Order
2. Reading of the Meeting Notice
3. Verification of Credentials
4. Roll Call
5. Approval of the Agenda
Motion approving Agenda of 2017 AGM
6. Approval of Minutes of the 2016 AGM
Motion approving minutes of the 2016 AGM
7. President's Report
8. Treasurer's Report
9. Auditors' Report and Financial Statements
Motion accepting Auditor's Report and Financial Statements for the year ending March 31, 2017
10. Proposed Revised Constitution and By-Laws
Motion to repeal current Constitution and By-Laws
Motion to adopt revised Constitution and By-Laws
11. Election of Treasurer and Directors at Large
Motion confirming acclamation of Treasurer and Directors at Large
12. Appointment of Auditors for 2017-2018
Motion approving Auditors for 2017-2018
13. New Business
14. Adjournment

2017 Annual General Meeting Schedule of Events

Saturday, November 18th, 2017
Hotel Grand Pacific
Victoria, BC

Time	Event
9:00-10:00	Breakfast and Registration
10:00-10:45	Annual General Meeting
10:45-10:55	Break
10:55-11:55	2017 Activity and 2018-2021 Strategic Plan
11:55-12:25	Responsible Coaching Movement
12:25-12:40	2018 BC Summer Games
12:40-13:10	Lunch
13:10-14:10	Regattas in BC

Presentation Descriptions

2017 Activity and 2018-2021 Strategic Plan

Susan Wilkinson and Peter Jackson

A review of our recent achievements and initiatives undertaken during the 2017 calendar year and an overview of the process and outcomes that created the Rowing BC 2018-2021 Strategic Plan

Responsible Coaching Movement

Martin George

A review of the Responsible Coaching Movement (RCM), and its relevance to Rowing BC member organisations. Utilizing information gathered from the 2017 RCM survey, gaps will be identified and solutions offered on how to ensure your organization has provided a safe environment for members.

There will be a discussion to elicit feedback on suggested strategies for RCM implementation for member organisations.

2018 BC Summer Games

Rob Richards, Martin George, Sonja Lonne

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Regatta Committee

A round-table discussion designed to

□

Rowing BC 2016 Annual General Meeting Minutes
Saturday November 19, 2016 10:15AM
Rowing BC Office, Richmond, BC

President: Peter Jackson

Directors present: Dave Calder, Darryl de Leeuw, Herb Evers, Laurel Glanfield (Treasurer), Darcy Hortness, Janice Mason (Secretary), and Susan Wilkinson

Staff: Jennifer Fitzpatrick, Martin George, Rob Richards, Edward Vaughan

Minutes

1. Call to Order
 - Meeting called to order by Peter Jackson at 10:15AM
2. Reading of the Meeting Notice
 - Peter Jackson, President, read notice of meeting
3. Verification of Credentials
4. Roll Call
 - Janice Mason, Secretary, read the Roll Call
 - a. Voting members present – 18
 - b. Proxy votes – 10
 - c. 28 Votes in total - Quorum present for 2016 AGM
5. Approval of the Agenda
 - Motioned by False Creek Rowing Club, seconded by Burnaby Lake Rowing Club **'that the agenda for the Rowing BC 2016 Annual General Meeting be approved'**
 - Motion carried
6. Approval of Minutes of the 2015 AGM
 - Motioned by Victoria City Rowing Club, seconded by Rockies Rowing Club **'that the minutes from the Rowing BC 2015 Annual General Meeting be approved'**
 - Motion carried
7. President's Report
 - Reviewed by President, Peter Jackson – thank you to staff member Eddie Vaughan, who is leaving at the end of December; and Board members (who are stepping down) for their work over the past year, Darcy Hortness, Darryl de Leeuw and Herb Evers

8. Treasurer's Report - Laurel Glanfield, Treasurer, presented the 2016 financial report
- A couple of points were emphasized – from viaSport investment review – we need to have more self-generated revenue.
 - o Options –
 - NRC-CC 2016 – starting to generate sponsorship opportunities
 - Increase fees
 - Donations
 - Ensure that all rowers are registered (web registration)
 - There is a slight deficit; however, no indication of any concerns

Questions from membership

- 1) Is it known how many athletes aren't being registered? Response – this information is not known, but potentially could include not registering Learn To Row participants. Treasurer advised that if there are any concerns/issues with registration etc, members are encouraged to contact Rowing BC office. Current fee to register a sport member is \$10 per person
- 2) Consideration of penalty?
- 3) Does this factor into financial issues?
- 4) Independent Auditor's report – noted to include that the statements are 'qualified' – what does this mean? Response – it has to do with how we receive our funding – can't guarantee where all donations, etc come from. This is not a matter of concern – fairly standard for most financial statements

9. Auditor's Report and Financial Statements

Motioned by University of Fraser Valley Rowing Club, seconded by University of Victoria Rowing Club **'that the Financial Statements for March 31, 2016 be accepted as presented'**

Motion carried

10. Election of President and Directors at Large

Motion confirming acclamation of President and Directors at Large

Motioned by Claremont Sports Institute Rowing Academy, seconded by Nanaimo Rowing Club **'to confirm the acclamation of Susan Wilkinson as President (2-year term), and Anthony Jacob (2-year term), Janice Mason (2-year term), Roberta Rodgers (2-year term), Stacy Mitchell (1-year term) and Derek Page (1-year term) as Directors at Large'**

Motion carried

11. Appointment of Auditor for 2016-2017

Motioned by False Creek Rowing Club, seconded by Shawnigan Lake Rowing Club **‘that the firm of Hay & Watson be appointed as the Rowing BC auditors for the fiscal period ending March 31, 2017’**

Motion carried

12. New Business

- No issues were raised

13. Adjournment

Motioned by University of Victoria Rowing Club that the 2016 AGM be adjourned.

Meeting adjourned at 10:39 AM

President's Report

As Rowing BC's rowing community prepares to meet in Victoria for the 2017 Annual General Meeting, I would like to take this opportunity to provide an update on some of the accomplishments, challenges and activities of Rowing BC over the past year.

Shortly after last year's AGM Eddie Vaughan left his staff position with Rowing BC to embark on the adventures of world travel. In December 2016, Sonja Lonne was hired in his place, as Programs & Communications Coordinator. We are grateful for her skill and dedication.

A major piece of work done by the Rowing BC Board and Staff this year was the development of Rowing BC's Strategic Plan for 2018-2021. In the Spring, with the assistance of a facilitator, the Board and Staff developed a draft strategic plan. The following 'Strategic Directions' were identified as key areas on which Rowing BC will focus its energy over the next four years:

1. Healthy Athlete Centred Rowing System
2. Expand the Sport of Rowing in BC
3. Enhanced Financial Resource Development

The draft plan accompanied by a survey seeking feedback, was circulated to the Rowing BC membership in August. Rowing BC received several hundred responses from the rowing community across the province. This feedback provided assurance that Rowing BC is definitely on the right track.

Following the 2016 Rio Olympics, Rowing Canada Aviron (RCA) arranged an in-depth external evaluation of their High Performance Development Pathway. The evaluation included a recommendation to modify the Next Generation Athletic Strategy (NextGen). Recently the NextGen program for rowing was focused on sequestered Talent Identification Programming delivered through the Row to Podium (RTP) Program. The revised program will include talent identification however it will be delivered through a systematic approach to re-engage and support Canadian rowing universities and high performing clubs. RTP funding which was previously administered by Provincial Sport Organizations (PSOs) will now be managed by RCA for the implementation of the new NextGen Pathway. This change will not have a significant effect on the operations of Rowing BC and we will continue to deliver our Team BC initiatives, provide funding to our top athletes and invest in coach development. Rowing BC has been working with RCA to identify opportunities to continue collaborating on the delivery of the NextGen Program.

In 2015 Rowing BC was awarded the right to deliver the RCA National Rowing Championships – Canada Cup (NRC-CC) Regattas for four years (2016 – 2019). Following the very successful event last year, with the help of volunteers from all over the province, Rowing BC will deliver its second edition in early November.

Building on the learnings gleaned from last year, this team is positioned to produce another successful event. The NRC-CC Organizing Committee and its team and partners generously give countless hours of their time to ensure the success of these regattas – thank you!

For the sixth time in 51 years, Rowing took the Team of the Year Award at the Annual Sport BC Athlete of the Year Awards Celebration in March. Rowing BC's nomination of Lindsay Jennerich and Patricia Obee (Rio 2016 silver medallists in the lightweight women's double) were winners among a very competitive field. BC had an excellent showing this past summer at the Canada Summer Games Regatta in Kenora, ON, where our young rowers took to the water with skill and determination. Overseen by Rob Richards and led by coaches Stacy Mitchell, Greg Szybka, and Team Manager Teena Schneider, Team BC finished second overall and medalled in every event, with a medal count of 14 (5 Gold, 8 Silver and 1 Bronze).

I would like to extend a special note of appreciation to our Rowing BC Umpires who volunteer their time at more than thirty RCA sanctioned regattas annually. In collaboration with the Local Organizing Committees, the umpires endeavour to provide a safe, fair and fun racing experience for rowing athletes.

A big thank you to the Board of Rowing BC for their hard work over the past year and for their continued support as the new Strategic Plan for 2018 – 2021 is rolled out. With the collaboration of BC member clubs and organizations, Rowing BC is in a good position to deliver on this plan.

As many of you are aware, after 4 years of serving as the Executive Director of Rowing BC, Jennifer Fitzpatrick has accepted a new position with Rowing Canada Aviron as Director of Partnerships and Sport Development. We wish Jennifer the very best as she takes on this exciting new role and we look forward to a continued relationship with her in this role. Rowing BC is currently searching for a new Executive Director who will pick up the reins from Jennifer.

Finally, I would like to thank Jennifer Fitzpatrick and her team; Martin George, Sonja Lonne and Rob Richards for keeping Rowing BC on an even keel throughout the year.



Sincerely,
Susan Wilkinson
President

Treasurer's Report

The audited financial statements have been circulated for the year ended March 31, 2017. There is a modest deficit due to amortization expenses on assets of rowing equipment.

Rowing BC remains in good standing with all funding bodies.

We continue to be mindful of diversifying our funding sources, so as not to be overly dependent on government funding to maintain our operations.

Sponsorship opportunities continue to be developed through the opportunities surrounding the hosting of the National Rowing Championships and Canada Cup here in BC.

Our membership (annual club fee) and participation fee model will remain the same for 2018. That is, a per-day regatta fee for participants, and annual fees for participant (sport or competitive) membership.

As of April 1, 2018, all regatta entries will now be consolidated within RegattaCentral due to the changes adopted by RCA. We will evaluate the RCA model for this first year of the change, before considering any changes to the Rowing BC model in future years.

Respectfully submitted,



Laurel Glanfield
Treasurer

ROWING BRITISH COLUMBIA

Financial Statements
Year Ended March 31, 2017
and Auditors' Report

ROWING BRITISH COLUMBIA

Statement of Financial Position As at March 31, 2017

	2017	2016
ASSETS		
Current		
Cash	\$ 88,735	\$ 106,802
Cash - restricted (Note 4)	71,357	90,783
Term deposits	50,000	50,000
Accounts receivable	5,651	17,120
Prepaid expenses	13,807	19,736
	229,550	284,441
Capital assets (Note 5)	80,117	64,641
	\$ 309,667	\$ 349,082
LIABILITIES		
Current		
Accounts payable and accrued liabilities	\$ 9,019	\$ 17,270
Deferred receipts (Note 6)	68,896	84,423
	77,915	101,693
NET ASSETS		
Investment in capital assets	80,117	64,641
Restricted net assets		
Legacy fund	22,547	22,547
Row to Podium	-	13,189
Unrestricted net assets	129,088	147,012
	231,752	247,389
	\$ 309,667	\$ 349,082


Operations (Note 1)
Economic Dependence (Note 7)
Commitments (Note 8)

The accompanying notes are an integral part of these financial statements.

APPROVED BY THE BOARD



Director



Director

ROWING BRITISH COLUMBIA

Statement of Operations Year Ended March 31, 2017

	2017	2016
RECEIPTS		
Government funding	\$ 297,185	\$ 257,838
Partner contributions and other grants	66,058	17,820
Self-generated revenue		
Administration and other income	16,381	7,227
Athlete development and high performance	11,960	7,834
Coaching and leadership development	11,000	19,512
Competition, safety and risk management	51,422	70,360
Event income	57,431	-
Member services	52,410	50,060
	563,847	430,651
EXPENDITURES		
Amortization of capital assets	33,144	40,377
Athlete development and high performance	119,135	113,867
Board and committee meetings	11,563	10,829
Business and fees	15,486	17,656
Coaching and leadership development	5,617	4,481
Competition, safety and risk management	23,914	24,050
Event expenses	59,404	-
Office, administration and marketing	46,698	33,755
Salaries and wages	264,523	227,559
	579,484	472,574
DEFICIENCY OF RECEIPTS OVER EXPENDITURES	(15,637)	(41,923)
NET ASSETS, Beginning of Year	247,389	289,312
NET ASSETS, End of Year	\$ 231,752	\$ 247,389

The accompanying notes are an integral part of these financial statements.

ROWING BRITISH COLUMBIA

Statement of Changes in Net Assets Year Ended March 31, 2017

	Invested in Capital Assets	Legacy Fund - restricted	Row to Podium - restricted	Unrestricted	2017	2016
NET ASSETS, Beginning of Year	\$ 64,641	\$ 22,547	\$ 13,189	\$ 147,012	\$ 247,389	\$ 289,312
Deficiency of receipts over expenditures	-	-	(13,189)	(2,448)	(15,637)	(41,923)
Net investment in capital assets	15,476	-	-	(15,476)	-	-
NET ASSETS, End of Year	\$ 80,117	\$ 22,547	\$ -	\$ 129,088	\$ 231,752	\$ 247,389

The accompanying notes are an integral part of these financial statements.

ROWING BRITISH COLUMBIA

Statements of Cash Flows Year Ended March 31, 2017

	2017	2016
Cash Flows From (Used In) Operating Activities		
Deficiency of receipts over expenditures	\$ (15,637)	\$ (41,923)
Items not involving the use of cash for operations:		
Amortization of capital assets	33,144	40,377
	42,954	(1,546)
Change in non-cash working capital items		
Accounts receivable	11,469	12,500
Prepaid expenses	5,929	11,435
Accounts payable and accrued liabilities	(8,251)	(32,365)
Deferred receipts	(15,527)	(7,076)
	11,127	(17,052)
Cash Flows From (Used In) Investing Activities		
Purchase of capital assets	(48,620)	(5,097)
DECREASE IN CASH		
CASH AND TERM DEPOSITS, Beginning of Year		
	(37,493)	(22,149)
	247,585	269,734
CASH AND TERM DEPOSITS, End of Year		
	\$ 210,092	\$ 247,585
Cash and term deposits consist of:		
Cash	\$ 88,735	\$ 106,802
Cash - restricted (Note 4)	71,357	90,783
Term deposits	50,000	50,000
	\$ 210,092	\$ 247,585
Supplemental cash flow information		
Interest received	\$ 359	\$ 423

The accompanying notes are an integral part of these financial statements.

ROWING BRITISH COLUMBIA

Notes to the Financial Statements
March 31, 2017

1. OPERATIONS

Rowing British Columbia (the “Society”) was incorporated under the Society Act of British Columbia. The purposes of the Society are:

- To coordinate, promote, and assist rowing, and any organizations interested in rowing, in the Province of British Columbia;
- To take all appropriate and desirable action to regulate the sport of rowing throughout British Columbia for its members in accordance with the bylaws, policies, rules and regulations of the Society and, where applicable, Rowing Canada Aviron, and respond to recommendations and rules as may from time to time be presented by affiliated regulatory agencies;
- For the further attainment of the above purposes to collect or raise in any manner whatsoever and to distribute from time to time moneys to any such organization or organizations; and
- Upon the winding-up or dissolution of the Society, any surplus funds remaining shall be given or transferred to organizations promoting interest in or development of the health and welfare of the public, as may be determined by the members of the Society.

2. BASIS OF PRESENTATION

Statement of Compliance

These financial statements have been prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations (“ASNPO”).

Basis of Presentation

These financial statements have been prepared on the historical cost basis, except for certain financial instruments which are measured at fair value, as explained in the accounting policies set out in Note 3.

3. SIGNIFICANT ACCOUNTING POLICIES

Accounting Estimates and Judgments

The preparation of these financial statements requires management to make estimates and judgments and to form assumptions that affect the reported amounts and other disclosures in these financial statements. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances. The results of these assumptions form the basis of making the judgments about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates under different assumptions and conditions.

ROWING BRITISH COLUMBIA

Notes to the Financial Statements
March 31, 2017

3. SIGNIFICANT ACCOUNTING POLICIES (continued)

Accounting Estimates and Judgments

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and further periods if the review affects both current and future periods.

Critical accounting estimates are estimates and assumptions made by management that may result in material adjustments to the carrying amount of assets and liabilities within the next financial year. Critical estimates used in the Society's preparation of these financial statements include, among others, the recoverability of accounts receivable, impairment of capital assets and estimation of accrued liabilities.

Critical accounting judgments are accounting policies that have been identified as being complex or involving subjective judgments or assessments. Critical accounting judgments used by the Society include the estimated useful life and future operating results from capital assets.

Cash and Term Deposits

Cash and term deposits consist of cash balances and investments in highly liquid, short-term deposits at a major Canadian financial institution.

Restricted Cash

Cash contributions which are reserved for future expenditures are classified as restricted cash. Internally restricted cash is composed of amounts reserved for specific future awards or administration costs.

Financial Assets and Liabilities

The Society's financial instruments are cash and term deposits, accounts receivable and accounts payable and accrued liabilities. Cash and term deposits are measured at fair value; all other financial instruments are measured at amortized cost which approximates their fair values.

Transaction costs directly attributable to the acquisition or issue of a financial asset or financial liability that will be measured subsequently at amortized cost are added to the carrying amount of the financial asset or financial liability.

Capital Assets

Capital assets are recorded at cost and amortized over the estimated useful life using the following methods and annual rates:

Office equipment	30%	Declining balance method
Rowing equipment	3 years	Straight-line method
Umpire equipment	3 years	Straight-line method

ROWING BRITISH COLUMBIA

Notes to the Financial Statements
March 31, 2017

3. SIGNIFICANT ACCOUNTING POLICIES (continued)

Recognition of Receipts

The Society follows the deferral method for accounting for contributions.

Restricted contributions are deferred and recognized in the year in which the related eligible expenditures are incurred by the Society. Restricted contributions related to the purchase of equipment are recognized on the same basis as the amortization of the assets acquired.

Unrestricted contributions are recognized when received or receivable, if the amount can be reasonably estimated and collection is reasonably assured, and in the year in which the related expenditures are incurred.

Contributed Services

Volunteers contribute an undetermined number of hours annually to assist the Society in carrying out its activities. Contributed services are not recorded in the financial statements because of the difficulty in determining the time spent by volunteers and the fair value of their services.

Income Taxes

The Society, as a non-profit organization, is not subject to Federal or Provincial income taxes.

4. RESTRICTED CASH

Restricted cash represents cash restricted for the purchase of capital assets, grants received for specific purposes from the B.C. Gaming Policy and Enforcement Branch of the B.C. Government (the "Gaming Fund") and other funding organizations, cash collected on behalf of other organizations and funds which are restricted by the Board of Directors ("internally restricted funds"). Disbursements of funds received from the Gaming Fund are restricted to expenditures set out in the Community Gaming Grant agreement. The Legacy Fund is an internally restricted fund established by the Board to restrict the use of funds received from the sale of the starting bridge and other used equipment for equipment replacement.

Restricted cash consists of:

	<u>2017</u>	<u>2016</u>
Row to Podium Project	\$ -	\$ 13,189
Legacy Fund	22,547	22,547
Gaming Fund and other deferred receipts (Note 6)	48,810	55,047
	<u>\$ 71,357</u>	<u>\$ 90,783</u>

ROWING BRITISH COLUMBIA

Notes to the Financial Statements
March 31, 2017

5. CAPITAL ASSETS

	2017			2016		
	Cost	Accumulated Amortization	Net Book Value	Cost	Accumulated Amortization	Net Book Value
Office equipment	\$ 14,632	\$ 10,176	\$ 4,456	\$ 12,369	\$ 8,731	\$ 3,638
Rowing and umpire equipment	322,445	246,784	75,661	244,850	183,847	61,003
	\$ 337,077	\$ 256,960	\$ 80,117	\$ 257,219	\$ 192,578	\$ 64,641

6. DEFERRED RECEIPTS

	2016 Deferred Contributions	Receipts	Eligible Expenditures	2017 Deferred Contributions
ViaSport – Participation Sport Funding: Improving Performance	\$ 12,862	\$ -	\$ 12,862	\$ -
ViaSport – Team BC Program	16,514	-	16,514	-
ViaSport – Core Contribution	-	135,235	115,235	20,000
ViaSport – Enhanced Excellence	-	100,000	99,914	86
ViaSport – Hosting Grant	-	5,000	5,000	-
Total ViaSport	29,376	240,235	249,525	20,086
Gaming Fund 2016 – Youth Rowing Program; Volunteer Safety Officials Program; Para Rowing Program	24,216	46,195	52,660	17,751
Rowing Canada Aviron – Periodization Planning and Model Calendar LTAD Project	3,069	-	3,069	-
Rowing Canada Aviron – Recruitment and Engagement Project and Para Athlete	488	-	486	2
Rowing Canada Aviron and Canadian Sport Institute Pacific - Summer NextGen	27,274	20,000	28,717	18,557
Tourism Burnaby	-	25,000	12,500	12,500
Rowing Canada Aviron PPSFP	-	207	207	-
Coaching Association of Canada – Coach Development Workshop Grant	-	1,500	1,500	-
Coaching Association of Canada – Coach Developer Grant	-	2,600	2,600	-
Total Gaming and Other	55,047	95,502	101,739	48,810
Total Deferred Receipts	\$ 84,423	\$ 335,737	\$ 351,264	\$ 68,896

ROWING BRITISH COLUMBIA

Notes to the Financial Statements
March 31, 2017

7. ECONOMIC DEPENDENCE

The Society is dependent on continued funding from government agencies in order to maintain its current operating levels. Should these grants not be received, the operations of the Society may be significantly affected.

8. COMMITMENTS

The Society is committed to minimum annual payments of \$14,359 through the 2018 fiscal year for its operating premises.

The Society is committed to contribute \$5,000 each year to Rowing Canada Aviron ("RCA"), toward the hosting of the RCA National Rowing Championship Canada Cup from 2017 to 2020.

9. CAPITAL MANAGEMENT

The Society defines its net assets as its capital for capital management purposes. The Society's capital management objective is to maximize its cash flows from government and partner funding, program fees and memberships in order to maintain sufficient liquidity to fund its programs. The Society monitors and achieves its capital management objective, which is unchanged from prior years, through short and long term budgets and liquidity plans to which it makes changes as required for changes in economic conditions.

10. FINANCIAL RISK MANAGEMENT

The Society's activities expose its financial instruments to a variety of financial risks, which include credit risk, interest rate risk and liquidity risk.

Credit risk

Credit risk is the risk of an unexpected loss if a customer or third party to a financial instrument fails to meet its contractual obligations and arises from the Society's cash, term deposit and accounts receivable. The Society limits its exposure to credit risk by only holding cash at a major Canadian financial institution and holding only financial instruments of institutions with the highest credit rating. Accounts receivable consist primarily of the goods and services tax refund due from the Government of Canada and amounts due from associated organizations and members. As such, the Society considers this risk to be minimal.

Interest rate risk

Interest rate risk is the risk that changes in interest rates will affect the fair value or future cash flows from the Society's financial instruments. The Society is exposed from time to time to interest rate risk as a result of holding fixed rate cash equivalent investments. The Society reduces the risk that it will realize a loss as a result of a decline in the fair value of these investments by limiting these investments to highly liquid securities with short-term maturities.

ROWING BRITISH COLUMBIA

Notes to the Financial Statements
March 31, 2017

10. FINANCIAL RISK MANAGEMENT (continued)

Liquidity risk

Liquidity risk is the risk that the Society will not be able to meet its financial obligations as they fall due. Accounts payable and accrued liabilities are due within the current operating period. The Society manages liquidity risk through its capital management programs (Note 9).

11. COMPARATIVE AMOUNTS

Comparative amounts for the year ended March 31, 2016 have been reclassified to match the presentation used in the current year.

Rowing BC Constitution and By-Laws Revisions

The following outlines the revisions that are proposed to the Rowing BC Constitution and By-laws that will be voted on at the Rowing BC 2017 Annual General Meeting:

1. Change the title of “Society Act” to “Societies Act”. This change is necessary to transition to the new Societies Act.
2. Create BY-LAW TWENTY-ONE: DISSOLUTION. Remove Bullet 3 from the Constitution and insert into BY-LAW TWENTY-ONE with the addition of “This provision was previously unalterable under the Society Act”. This change is necessary to transition to the new Societies Act.
3. Create BY-LAW TWENTY-TWO: MEMBER BENEFIT. Remove Bullet 4 from the Constitution and insert into BY-LAW TWENTY-TWO with the addition of “This provision was previously unalterable under the Society Act”. This change is necessary to transition to the new Societies Act.
4. Under BY-LAW THIRTEEN: VOTING RIGHTS AND PROCEDURES, 13.5i- Proxy Votes, add “named representative” for positions of the member eligible to indicate who is to exercise the proxy. This change is because some of our member organizations do not have a President or Secretary.

Table 1. Current Version and Proposed Revisions to Constitution and By-laws

Current Location/Section	Current Version	Proposed Location/Section	Proposed Revision
Title	Society Act	Title	Societies Act
Constitution- 3	Upon the winding-up or dissolution of the Society, any funds of the Society remaining after the satisfaction of its debts and liabilities shall be given or transferred to such organization or organizations promoting interest in or development of the health and welfare	BY-LAW TWENTY-ONE: DISSOLUTION	Upon the winding-up or dissolution of the Society, any funds of the Society remaining after the satisfaction of its debts and liabilities shall be given or transferred to such organization or organizations promoting interest in or development of the health and welfare

	of the public, as may be determined by the members of the Society at the time or winding-up or dissolution, and if and so far as effect cannot be given to the foregoing provisions, then such funds shall be given or transferred to some other organization; provided that each organization referred to in this paragraph shall be a charitable organization, a charitable corporation or charitable trust recognized by the Department of National Revenue of Canada as being qualified as such under the provisions of the Income Tax Act of Canada from time to time in effect.		of the public, as may be determined by the members of the Society at the time or winding-up or dissolution, and if and so far as effect cannot be given to the foregoing provisions, then such funds shall be given or transferred to some other organization; provided that each organization referred to in this paragraph shall be a charitable organization, a charitable corporation or charitable trust recognized by the Department of National Revenue of Canada as being qualified as such under the provisions of the Income Tax Act of Canada from time to time in effect. (This provision was previously unalterable under the Society Act).
Constitution - 4	The activities and purposes of the Society shall be carried on without purpose of gain for its members and income, profits or other accretions to the Society shall be used in promoting the purposes of the Society.	BY-LAW TWENTY-TWO: MEMBER BENEFIT	The activities and purposes of the Society shall be carried on without purpose of gain for its members and income, profits or other accretions to the Society shall be used in promoting the purposes of the Society. (This provision was previously unalterable under the Society Act).
BY-LAW THIRTEEN: VOTING RIGHTS AND PROCEDURES 13.1	That a written request signed by the President or Secretary of the member indicating who is to exercise the proxy is received by the Secretary prior to the meeting.	BY-LAW THIRTEEN: VOTING RIGHTS AND PROCEDURES 13.1	That a written request signed by the President or Secretary or a named representative of the member indicating who is to exercise the proxy is received by the Secretary prior to the meeting.

ROWING BRITISH COLUMBIA

SOCIETIES ACT

CONSTITUTION

1. The name of the Society is ROWING BRITISH COLUMBIA.
2. The purposes of the Society are:
 - (a) To coordinate, promote, and assist rowing and any organization or organizations interested in rowing in the Province of British Columbia;
 - (a.1) To take all appropriate and desirable action to regulate the sport of rowing throughout British Columbia for its members in accordance with the bylaws, policies, rules and regulations of the Society and, where applicable, Rowing Canada Aviron and respond to recommendations and rules as may from time to time be presented by affiliated regulatory agencies.
 - (b) For the attainment of the above purposes to acquire, accept, solicit or receive by purchase, lease, contract, donation legacy, gift, grant, bequest or otherwise any kind of real or personal property or chooses in action
 - (c) For the further attainment of the above purposes to collect or raise in any manner whatsoever and to distribute from time to time moneys to any such organization or organizations.

BY – LAWS

BY-LAW ONE: MEMBERSHIP

1.1 Membership of ROWING BRITISH COLUMBIA (Hereinafter called “The Society”) shall consist of rowing clubs and other associations interested in promoting rowing, who function in the Province of British Columbia, and meet the requirements of membership.

1.2 Requirements of Membership

- i. The Club or Association must be actively engaged in the sport of rowing.
- ii. The Club or Association must agree to abide by and to comply with the Constitution and By-Laws of the Society.
- iii. The Club or Association shall provide such documents and statements pertaining to the Club or Association as may be required by the Board of Directors

1.3 Application for Membership

- i. The applicant shall submit a written application for membership to the Secretary that includes:
 - a) The purpose of the Club or Association
 - b) The officers of the Club or Association
 - c) The address of the Club or Association
 - d) Any other documentation as shall be required by the Board of Directors.
- ii. Acceptance of an application shall be by two-thirds majority at any Board of Directors meeting.
- iii. The accepted applicant shall be under a probationary period of one year during which time they shall:
 - a) Pay annual dues to the Society as shall be required
 - b) Have representation but no voting privileges
 - c) Participate in club based activities such as rowing, dry land training, facilities development and administration or regatta organization
- iv. At a Board of Directors meeting, not less than twelve (12) or more than fifteen (15) months after the date of probationary acceptance, the application shall be presented for final consideration and the decision of the Board of Directors shall be final.
- v. If after an application for final consideration has been rejected, the application shall not be reconsidered for at least a period of twelve (12) months after the date of such rejection.

1.4 Cessation or Cancellation of Membership

A Club or Association shall cease to be a member of the Society:

- i. when a written letter of resignation by an officer of such club or association is delivered to the Secretary of the Society or mailed or delivered to the address of the Society;
- ii. upon the winding-up or dissolution of the Society; or
- iii. on being expelled as follows.

A member is expelled when:

- a) a motion to cancel the membership of the member is approved at a Board of Directors meeting; or
- b) a member has not been a member in good standing for 12 consecutive months. All members are in good standing except a member who has failed to pay its current annual membership fee or any other subscription or debt due and owing by it to the Society and it is not in good standing so long as the debt remains unpaid.

1.5 **Readmission without probation**

Where a club or organization has ceased to be a member of the Society and reapplies for membership, it may, at the discretion of the Board of Directors be readmitted as a member without serving the probationary period on payment of outstanding fees or debts to the Society.

BY-LAW TWO: BOARD OF DIRECTORS AND OFFICERS

- 2.1 The affairs of the Society shall be managed by the Board of Directors consisting of:
- i. All current Officers of the Society
 - ii. The immediate Past President of the Society
 - iii. Directors at Large
- 2.2 The Board of Directors will consist of not less than seven and not more than ten Officers and Directors at Large plus the immediate Past President. The exact number of directors which comprise the Board shall be established by the Board of Directors from time to time, and terms for directors will be established so as to maintain an as equal as possible number of directors elected in odd and even years.
- 2.3 Officers will be the President, Vice-President, Treasurer and Secretary. The Members will elect persons to serve as President and Treasurer and Directors at Large. The Board will elect from the Directors at Large persons to serve as Vice President and Secretary.
- 2.4 The Board of Directors may fill any vacancy on the Board of Directors (and any vacancy in the position of an Officer) provided at least five (5) remaining directors were elected by the membership at the most recent General Meeting. Vacancies may be caused by resignation, death or removal from office.
- 2.5 No director shall receive any remuneration for being or acting as a director, but a director may be reimbursed for expenses necessarily and reasonably incurred by him or her while engaged in the affairs of the Society.
- 2.6 All Officers and directors shall be elected in accordance with the following:
- i. All directors, including the President and Treasurer shall be elected at an Annual General Meeting, or Special General Meeting by a majority of the members in attendance, for a term of not more than two (2) years commencing on the day immediately following the annual meeting. The President will be elected in even-numbered years and the Treasurer will be elected in odd-numbered years.
 - ii. Incumbent directors are eligible for re-election but in no case shall an Officer hold the same office for a consecutive period of more than four (4) years.
 - iii. No director shall serve as a director of the Society for a consecutive period longer than ten (10) years, except that a Past-President may serve as Past-President for not more than four (4) years after ceasing to be President, notwithstanding that the ten (10)-year limit is exceeded.
 - iv. Where an individual has been appointed to fill a vacancy as a director and/or Officer the position to which they were appointed will become subject to an election at the following Annual General Meeting.
- 2.7 The term of office for a director shall cease upon:
- i. Delivery to the Secretary of a written notice of resignation signed by the director;
 - ii. The passing of a special resolution of members removing a director

BY-LAW THREE: OFFICERS – this section intentionally left blank

BY-LAW FOUR: EXECUTIVE COMMITTEE

The Executive Committee consists of the officers of the Society and shall perform such duties and do such things as directed by the Board.

BY-LAW FIVE: DUTIES OF OFFICERS

5.1 **President**

The President shall preside at all meetings of the Society and the Board of Directors and shall call directors' meetings be held whenever the President may deem necessary.

The President shall be an ex-officio member of all committees.

5.2 **Vice-President**

In the absence of the President, the Vice-President shall act in the place of the President.

5.3 **Treasurer**

It shall be the responsibility of the Treasurer to attend to the following matters:

- i. The Treasurer shall keep the financial records, including books of account, necessary to comply with the Society Act.
- ii. The Treasurer shall render financial statements to the directors, members and others when required.

5.4 **Secretary**

It shall be the responsibility of the Secretary to attend to the following matters:

- i. The Secretary shall be responsible for the preparation and custody of minutes of all meetings of the Society.
- ii. The Secretary shall prepare notices of all meetings.
- iii. The Secretary shall be responsible for seeing that the credentials of the voting representatives are in order.
- iv. The Secretary shall encourage and receive applications for membership and see that lists of such membership are maintained for use by the Society in its work.
- v. The Secretary shall perform such duties as may be assigned by the Board of Directors or the President.

BY-LAW SIX: PATRONS AND HONORARY OFFICERS

6.1 The Board of Directors shall have the right to appoint and terminate the appointment of any or all of the following:

- i. Honorary President
- ii. Member of Honour
- iii. Honorary Member-Patron

- 6.2 The title “Honorary President” is granted by the Board of Directors to Past-Presidents who have rendered distinguished services to the Society. This title confers the right to attend all meetings of the Society but not to vote.
- 6.3 The title “Member of Honour” is granted by the Board of Directors to persons who render or who have rendered distinguished services to the Society. This title confers the right to attend all meetings of the Society but not to vote.
- 6.4 The title “Honorary Member-Patron” may be granted by the Board of Directors to persons who have devoted themselves to the development of rowing or who, because of their position or their activity have been useful or may serve the cause of the goals pursued by the Society. Their functions are strictly honorary.

BY-LAW SEVEN: COMMITTEES

- 7.1 Committees shall be appointed by the Board of Directors as required and for as long as required, At the time of appointment of each committee, the Board of Directors shall indicate, in reasonable detail, the scope, the purpose, and the authority of the committee so appointed.
- 7.2 At the first Board of Directors meeting after the Annual General Meeting, the Board of Directors shall determine that the following is functioning:
 - i. an Umpires Committee
- 7.3 Additional committees may be appointed by the Board of Directors for any purpose. When appointing any committee, the Board of Directors may put any conditions, restrictions or limitations on the mandate of a committee.
- 7.4 Except for the Nominating Committee, each committee shall consist of the following:
 - i. A Chairperson
 - ii. A member of the Board of Directors
 - iii. Additional members as required.
- 7.5 The Board of Directors shall appoint, not less than sixty (60) days in advance of the Annual General Meeting, a Nominating Committee consisting of two individuals who have been active in the affairs of the Society and one of which is a member of the Board of Directors.

The duties of the Nominating Committee shall be to prepare a slate of candidates for the positions of President, Treasurer and Directors at Large of the Society as appropriate and to obtain their written consent to stand for office. In doing so, when possible, the Nominating Committee will be sensitive to having regional representation on the Board.

Notice of the slate of candidates prepared by the Nominating Committee will be sent to the Members no less than forty-five (45) days in advance of the Annual General Meeting.

Additional nominations may be received by the Nominating Committee up to thirty (30) days in advance of the Annual General Meeting and must be accompanied by the candidates’ letters of agreement to stand for the position for which the candidate is nominated.

A final list of all candidates including those on the initial slate prepared by the Nominating Committee and any appropriately supported nominations received by the Nominating Committee in the period between notification of the initial slate and thirty (30) days in advance of the Annual General Meeting, will be provided to the Members with the package of Annual General Meeting materials twenty-one (21) days in advance of the Annual General Meeting.

No nominations for election as Directors-at-Large or Officers will be made at the Annual General Meeting.

- 7.6 The Board of Directors shall have the power to dissolve a committee by a majority vote.
- 7.7. The Board of Directors shall have the power to remove any committee member by a majority vote, and to appoint a replacement for the balance of the term.

BY-LAW EIGHT: SPECIAL APPOINTMENTS

8.1 Executive Director

An Executive Director may be appointed by the Board of Directors.

8.2 Representatives

Representatives of the Society shall be appointed by the Board of Directors to any National Rowing Association committee at their first meeting following the Annual General Meeting, or at other times as appropriate.

Representatives may be appointed to any other association deemed necessary or advantageous by the Board of Directors.

The term of appointment of such representatives shall be at the discretion of the Board of Directors.

BY-LAW NINE: FEES

9.1 Annual Fees

Annual fees for membership shall be assessed by the Board of Directors from time to time.

9.2 Non-Payment

Unless annual fees are paid within thirty (30) days of the demand being sent out, the Member concerned forfeits all voting rights and privileges until the outstanding fees are paid in full.

9.3 Registrant Fees

Fees for registration of individuals as defined in By-law 18 shall be set by the Board of Directors from time to time.

9.4 Non-Payment of Registrant Fees

Registration shall not be accepted unless accompanied by the appropriate fee.

BY-LAW TEN: MEETINGS

10.1 Annual General Meeting

The Annual General Meeting shall be held at such time and place, in accordance with the Society Act, as the directors decide. Notice of the Annual General Meeting shall be sent to all members in good standing at least twenty-one (21) days in advance of the meeting. The notice of the meeting shall include the following:

- i. Proposed agenda
- ii. Proposed By-law changes

- iii. List of nominations for Director at Large and, as appropriate the office of President and/or Treasurer.
- iv. Any motions to be voted on by the Members. No votes other than those for which notice has been provided to the Members shall take place at the Annual General Meeting.

10.2 **Board of Directors Meetings**

A Board of Directors Meeting shall be held at least quarterly. The date for each meeting shall be decided at the previous Board Meeting or the Annual General Meeting as appropriate. The Secretary shall send the notice of the meeting not less than twenty-one (21) days prior to the meeting.

- i. Should less than five (5) elected directors remain on the Board of Directors, the remaining directors are obligated to call an Annual or Special General Meeting to elect directors as per By-law 2.6 within ninety (90) days. Until such elections, the remaining members may not pass motions that affect the Society, except for matters relevant to the General Meeting.

10.3 **Executive Committee Meetings**

Executive Committee meetings shall be held at the discretion of the President.

10.4 **Special General Meetings**

Special General Meetings may be called by the President, and in his absence, the Vice-President. A Special General Meeting must be called by the Secretary on written request of a minimum of one-tenth (1/10) of the members, subject to the requirements of the Society Act of British Columbia.

The Secretary shall call the meeting within two (2) weeks of receipt of such request.

The request for the meeting and the notice of the meeting shall state the purpose of the meeting and set out any item to be voted on.

BY-LAW ELEVEN: ORDER OF BUSINESS

11.1 **Annual General Meetings**

At Annual General Meetings the order of business shall be as follows:

- i. Reading of notice calling the meeting
- ii. Secretary's report as to credentials of members present
- iii. Roll call by the Secretary
- iv. Reading and adoption of minutes of previous Annual General Meeting
- v. Presentation of reports including Auditor's report and financial statements
- vi. Election of Directors at Large and Treasurer and/or President as appropriate
- vii. Appointment of Auditor
- viii. Other business as set out in the Notice of Meeting
- ix.. Adjournment

BY-LAW TWELVE: QUORUM

12.1 **General Meetings**

A quorum at General Meetings is one third (1/3) of the members in good standing, but never less than three (3).

12.2 **Board of Directors Meetings**

At Board of Directors Meetings a majority of the directors shall constitute a quorum.

12.3 **Executive Committee Meetings**

At Executive Committee Meetings, 2 members of the Executive Committee shall constitute quorum.

BY-LAW THIRTEEN: VOTING RIGHTS AND PROCEDURES

13.1 **Annual General Meetings**

At Annual General Meetings, each member in good standing shall have one vote.

13.2 **Special General Meetings**

At Special General Meetings, each member in good standing shall have one vote.

13.3 **Board of Directors Meetings**

At Board of Directors Meetings, each Director present shall have one vote.

13.4 **Executive Committee Meetings**

At Executive Committee Meetings, each member of the Executive present shall have one vote.

13.5 **Proxy Votes**

Proxy votes shall be recognized at the Annual General Meeting only. Members may vote by proxy providing:

- i. That a written request signed by the President or Secretary or a named representative of the member indicating who is to exercise the proxy is received by the Secretary prior to the meeting.
- ii. A person may exercise a proxy on behalf of one absentee member only.
- iii. That the proxy is requested and exercised by a member in good standing.
- iv. The person exercising the proxy need not be a representative of a member.

13.6 **Voting Procedures**

- i. At all meetings, voting shall be by a show of hands, or by secret ballot on resolution of the simple majority of members voting at the meeting.
- ii. At Board of Directors meetings, the President shall in the event of a tie vote be entitled to a tie breaking vote.
- iii. For the election of Officers, each appointment shall be voted on separately and in order, commencing with the President.

BY-LAW FOURTEEN: FINANCES

14.1 **Fiscal Year**

The fiscal year of the Society shall begin on the first day of April of each year and end on the thirty-first (31st) day of March of the following year.

14.2 **Signing Officers**

All contracts, documents or any like instruments required to be executed by the Society shall be signed by two (2) members of the Board of Directors, one of which shall be the President, or Vice-President, or by the Executive Director if execution of the instrument by the Executive Director is approved by the Board of Directors.

14.3 **Bank Accounts**

One or more bank accounts shall be kept for the Society in a chartered bank or trust company. All cheques on such accounts shall be signed by any two (2) Officers, or one Officer and the Executive Director.

14.4 **Borrowing**

- i. In order to carry out the purposes of the Society, the Board of Directors may, on behalf of and in the name of the Society, borrow such funds as the Board of Directors think desirable and secure the payment or re-payment of such borrowings by giving security in whatever form the Board of Directors shall deem fit over the funds, property and assets of the Society.
- ii. The members may by special resolution restrict the borrowing power of the Board of Directors, but a restriction imposed expires at the next Annual General Meeting.
- iii. No debenture will be issued except by special resolution.

BY-LAW FIFTEEN: VACANCIES – intentionally left blank

BY-LAW SIXTEEN: AMENDMENTS TO BY-LAWS

16.1 **Special Resolutions**

These by-laws may be amended or replaced in whole or in part at a General Meeting of which notice of intention to amend or replace has been given. Any amendment or replacement requires a seventy-five (75) percent majority vote of those members present and entitled to vote.

BY-LAW SEVENTEEN: DISCIPLINARY ACTION – intentionally left blank

BY-LAW EIGHTEEN: REGISTRATION OF OARSPERSONS, COACHES, OFFICIALS AND AUXILIARY VOLUNTEERS

- 18.1 The Board of Directors may require that a register of oarspersons, coaches, officials and auxiliary volunteers be maintained.
- 18.2 Members will be required to assist in completing and submitting the necessary information for such a register to be maintained.
- 18.3 An oarsperson or coach may belong to more than one club, but for purposes of registration shall be registered to only one member club at any one time.
- 18.4 Registration of individuals does not imply membership in the Society by the individual.

BY-LAW NINETEEN: SANCTION

19.1 **Sanction Hierarchy**

Sanction from the Society is required for all regattas held in British Columbia.

Sanction from the National Rowing Association, in addition to sanction from the Society, is required for regattas hosted in British Columbia that are of national importance.

Sanction from FISA in addition to sanction from the Society and from the National Rowing Association, is required for international championships and meetings held in British Columbia, as specified in the FISA Statutes.

19.2 **Regattas Requiring Sanction**

- i. Any racing between two (2) or more clubs shall require sanction from the Society.
- ii. Racing within one club and inter-club training sessions which are conducted by the coaches do not require sanction.

19.3 **Policy for Granting Sanction**

The Board of Directors shall establish a policy for requesting sanction and for granting sanction for regattas.

19.4 **Removal of Sanction**

The Board of Directors may withdraw sanction of any regatta if it appears that the requirements for holding the regatta are not being fulfilled.

19.5 **Sanction for competition outside British Columbia**

The Board of Directors may require members and registrants to obtain sanction before participating in regattas outside the province of British Columbia.

19.6 **Failure to obtain Sanction**

The Board of Directors shall establish a policy for disciplining either members or registrants who fail to obtain sanction.

BY-LAW TWENTY: DISCIPLINE

20.1 **Behaviour and Discipline**

The Board of Directors may establish standards of behaviour and disciplinary procedures for members and individual registrants.]

BY-LAW TWENTY-ONE: DISSOLUTION

Upon the winding-up or dissolution of the Society, any funds of the Society remaining after the satisfaction of its debts and liabilities shall be given or transferred to such organization or organizations promoting interest in or development of the health and welfare of the public, as may be determined by the members of the Society at the time or winding-up or dissolution, and if and so far as effect cannot be given to the foregoing provisions, then such funds shall be given or transferred to some other organization; provided that each organization referred to in this paragraph shall be a charitable organization, a charitable corporation or charitable trust recognized by the Department of National Revenue of Canada as being qualified as such under the provisions of the Income Tax Act of Canada from time to time in effect. (This provision was previously unalterable).

BY-LAW TWENTY-TWO: MEMBER BENEFIT

The activities and purposes of the Society shall be carried on without purpose of gain for its members and any income, profits or other accretions to the Society shall be used in promoting the purposes of the Society. (This provision was previously unalterable).

FOR APPROVAL

2017 Nominating Committee Report

The Rowing BC Nominating Committee, consisting of Herb Evers (Chair), Laurel Glanfield and Peter Jackson provides the following report with regard to the nominating process and slate of candidates to the Board of Directors.

The Board of Directors currently consists of elected positions including President, Treasurer and six Directors at Large. In addition, the immediate Past President is a member of the Board. Terms are either one or two years with an objective to have the President and Treasurer elected in different years along with one half of the Directors at large. Accordingly, the Treasurer and three Director at Large positions will have expiring terms this year and the positions will be available for election. The By-laws for Rowing BC also allows the number of Directors at Large to be increased to a maximum of 8 individuals at the discretion of the Board. The Board has agreed to increase the number of Directors at Large to seven or eight individuals if the Nominating Committee recommends a suitable number of candidates.

The Nominating Committee proactively looked to attract candidates possessing skills in the areas of financial management and oversight, fund development, corporate sponsorship, strategic communications and marketing and event engagement.

During the search period, Anthony Jacob resigned his position on the Board.

A call for interest was sent to the Members of Rowing BC and applications for the Treasurer and Director at Large positions were advertised on the Rowing BC website and via social media and word of mouth. Advertising commenced August 14, 2017 with responses required by September 11, 2017. Two expressions of interest were received. A second call out was released on October 4th with responses required by October 19th. No additional nominations were received.

As a result of the search process the Nominating Committee recommended the number of Directors at Large to be increased to seven and endorsed an initial slate of six candidates. The following individuals have been elected by acclamation:

Treasurer, 2 year term **John Gjervan**

Director at Large, 2 year term **Stacy Mitchell**

Director at Large, 2 year term **Derek Page**

Director at Large, 2 year term **Pratihba Sharma**

Director at Large, 1 year term **Laurel Glanfield**

Director at Large, 1 year term **Dave Calder**

The one year terms are recommended in order to maintain an equal weighting between election years. Laurel Glanfield will also provide important transitional support for the new Executive Director.

Biographies for the nominated candidates are included below.

Respectfully submitted,
Herb Evers

Treasurer, 2 year term – **John Gjervan**

John is a UBC graduate (B.Comm, Accounting), Chartered Professional Accountant, Chartered Accountant, with years of experience as a financial officer and director of several public and private companies. John is a senior partner with Hamilton & Associates Investment Advisors at BMO Nesbitt Burns. He also sits on Hamilton & Associates Investment Committee.

John is the Past President of Hamber Foundation, which is committed to the betterment of BC by supporting events in the arts and culture, athletics, and health and education. John is also past Board Chair of York House School (YHS) and a member of the YHS Foundation's board.

He was a UBC Varsity rower, and a member of the 1979 Canadian Pan-American Games rowing team. John has been active for many years coaching and assistant-coaching youth sports (soccer and rowing).

Director at Large, 2 year term – **Stacy Mitchell**

Stacy is already familiar with Rowing BC initiatives having most recently held the roles of Coach for the 2017 Canada Summer Games and Rowing BC Director at Large during 2017. Stacy is known in the rowing community for the over 9 years she has dedicated to developing the Salt Spring Island Rowing Club's Junior program. Her rowing career started in Ontario at the Don Rowing Club in Mississauga which then led her to Queen's University in Kingston and the national lightweight rowing team in the early 90s. After graduating from Queen's Stacy made the move to the beautiful Yukon territory where she owned and operated a restaurant, a sled dog racing team as well as a Tourism Destination management business over a 10 year period of time. Armed with a B.Sc. H, B.Ed. and M.Ed., Stacy is currently a Math and Science Educator at the Gulf Islands Secondary School.

Rowing BC has already benefited from Stacy's love of rowing and her natural tendency to be a team player. As she continues on the Board of Rowing BC, she looks forward to contributing to and learning from the provincial rowing body

with the common goals of advancement of rowing in the province and ensuring BC is a national leader in athlete development.

Director at Large, 2 year term – **Derek Page**

Derek's introduction to rowing came as a novice at the University of British Columbia, where he studied Human Kinetics. University years were followed by a lengthy hiatus from rowing but Derek remained active in sport, establishing the Human Performance Centre at Canlan Ice Sports 8 Rinks and working with professional, elite, and amateur athletes. Finding that he particularly enjoyed the business side of things, he chose to pursue accounting, and soon thereafter his career took him to corporate adventures in Toronto and then New York. Derek is presently Chief Financial Officer for a Vancouver-based tech company and he rows-swims-runs-skis whenever he can.

Derek's volunteer experiences have included roles on organizations for a variety of sports such as hockey, football, and of course, rowing. In both 2016 and 2017 he has served as a member of the National Rowing Championships-Canada Cup Organizing Committee. In addition to his roles in sport, he has also found time to be involved with the Vancouver College Parents Association, the Vancouver College Alumni Association the Vancouver Aquarium Board of Directors' Business Development Committee, and the Vancouver Aquarium's Governors Council. Derek has also served on various corporate-level Boards of Directors and Committees. Derek served as a Director at Large on the Rowing BC Board in 2017 and aims to again offer his experience in financial management, governance, and strategic planning but also his energy, ideas and fresh outlook this coming year.

Director at Large, 2 year term – **Pratibha Sharma**

Pratibha is a partner at Clark Wilson, practicing in general business law, private company mergers & acquisitions, and employment & labour. Pratibha's priority is providing excellent client service by combining business acumen, legal expertise and an emphasis on building relationships. Pratibha is involved with TIE Vancouver, a not-for-profit BC organization committed to fostering entrepreneurship, and has been a mentor to the winning teams of the past two years in the TIE Vancouver Young Entrepreneurship program.

Pratibha's passion for law is matched only by her passion for watersports, and in particular for rowing. She discovered rowing four years ago when she first took a learn to row program at the Vancouver Rowing Club, soon making it into the club's Novice Program and then moving on to Masters. Pratibha feels lucky to live in Vancouver with access to such amazing waters for the sport and, having taken a short break, looks forward to getting back to the sport that she loves.

More than anything Pratibha is passionate about spreading the word about access to the sport and its many benefits.

Director at Large, 1 year term – **Laurel Glanfield**

Having been the Secretary of Rowing BC since 2010, Laurel was already familiar with the organization's funding sources and financial management when she was elected to the role of Treasurer in 2013. Her problem-solving attitude and her professional experience has enabled her to assist Rowing BC in refining our financial procedures. Laurel obtained her Certified General Accountant designation in 1987, and is the proprietor of a public practice and consulting firm located in Langley, BC, which focuses on owner-managed businesses, tax consulting, and organizational change implementation. She also served for many years as the Chairperson of the CGA-BC Surrey Langley North Delta chapter, and was awarded the JM McBeth Award of Merit for her years of service to CGA-BC. Laurel's knowledge of Rowing BC's history will help support the sustainability of the organization.

When Laurel isn't helping out at the Rowing BC office she enjoys spending her free time traveling, umpiring, coaching learn-to-row and rowing with friends from the Fort Langley Community Rowing Club, the club she helped to found and currently holds the role of President. Motivated by her desire to best serve the Rowing BC members and stakeholders, Laurel looks forward to continuing the work she has initiated over the past four years as Treasurer.

Director at Large, 1 year term – **David Calder**

David Calder is a four-time Olympic Rower and 2008 Olympic Silver Medalist. After his second Olympics David started work with the BC Public Service in community engagement and consultation. While working with the Province, David had the opportunity to develop engagement plans for the 2010 Olympic and Paralympic Winter Games, and liaise during the games between the Province and the Canadian Olympic Committee. David's last post in government was as Manager of Communications and Community Engagement on the LNG task force.

For the past four years David has managed the St Michaels University School Community Rowing Center and the Gorge Narrows Rowing Club. He currently volunteers on the BC Games Society Board and has recently started a non-for-profit geared at getting youth facing multiple barriers to access rowing for free. He and his wife are involved in a small group committed to bringing two Syrian families into Canada, and until 2014 he and his wife fostered teenagers in their home. They have two children of their own, ages 8 and 13. David served his first term as a Director at Large on the Rowing BC Board beginning in 2016.

Umpire Committee Report

The Umpires of British Columbia have completed another successful year serving the BC rowing community.

At the annual umpire recertification seminar held in January 2017, Malcolm Fletcher, Larry Jacobs, Simon Litherland, Ge-An Rijniersce, Gordon Sund and Brian Williams were elected to serve on the 2017 Umpire Committee, with Malcolm subsequently elected Chair. The Committee coordinates and supports umpire training and activities in British Columbia to ensure there are sufficient, well trained and well-equipped umpires to support fair and safe racing in the Province.

There are currently 55 active umpires in British Columbia, down 1 from last year. The breakdown is 8 Associates, 25 Licensed and 22 with an 'Advanced' License. These active umpires provided some 530 days of volunteer umpiring time in 2017 or an average of 9.5 days each umpire.

The primary education tool for umpires is the annual recertification seminar organized by the Umpire Committee and held in January each year. In 2017, 40 umpires attended the seminar, 70% of all the active umpires in the province. Alternating between Vancouver Island and the Mainland, the seminars provide ongoing development, reviews of minimum standards, a forum for discussion of issues and new learning and a chance to learn from incidents that transpired during the previous season. Additionally, sessions on 'Techniques and Tips', Wake Control and Umpiring Skills Events were included.

After many years of hard work, RCA has recently completed new Umpire Training materials for both new Umpires and for Advanced 'Chief Umpire' levels. During the coming off-season, all our existing Advanced Umpires will be exposed to this new material with the dual purpose of honing the material as well as updating their own skills.

A principal role of the Committee is to ensure that all the sanctioned regattas held in BC have an adequate Jury to support fair and safe racing. In 2017 there were 28 sanctioned events held in the province, involving some 47 days of racing. All events were adequately covered, but more umpires are greatly needed and the Committee will continue to place high priority on recruiting and training new applicants. In 2017 one 'New Umpire Clinic' is scheduled and we anticipate being able to add five new Associate Umpires.

National and Out-of-Province regatta opportunities are coordinated by the Committee. Expressions of interest are sought, and selections made from the applications

received. In the case of National Regattas, the BC nominations are provided to Rowing Canada who makes the ultimate selection. In 2017, four BC umpires attended National events and we are confident that BC umpires more than hold their own on the National scene. We also administer a cross-border exchange with our counterparts in Washington State and Oregon. In 2017 five BC umpires helped officiate at US rowing events.

Committee members and our experienced umpires are always willing to help educate athletes on the rules of racing and what to expect at a regatta. In 2017 seven 'rules' sessions were arranged for junior rowers. Any coach or club wanting to arrange a 'Rules' session should contact the [Umpire Committee](#).

The committee is also always keen to hear from anyone interested in becoming an umpire. If interested, please contact the [Umpire Committee](#). We would be more than happy to hear from you and will respond quickly.

Respectfully submitted,
The 2017 Umpire Committee

Regatta Committee Report

Regattas must be sanctioned by Rowing Canada Aviron (RCA) in order to be covered by RCA's liability insurance and be umpired by licensed RCA umpires. Sanctioning provides a standard for safety and fairness at regattas. Rowing BC acts on RCA's behalf to grant regatta sanction in British Columbia.

Previously, an individual sanctioning officer (Debbie Sage) reviewed all BC sanction applications. The Rowing BC Regatta Committee was formed in early 2017 to provide a sustainable sanction review process and to share the workload amongst a team. Rowing BC is grateful to Debbie Sage for providing her expertise on this new committee.

The purpose of the Regatta Committee is to:

- 1) To recommend sanction approvals for regattas in BC; and
- 2) To establish standardized elements of regatta planning and enhance execution

There are parts of the sanction application that consistently pose difficulties for Local Organizing Committees (LOCs). Few sanction applications are complete on the first submission which results in an unwieldy and lengthy sanctioning process. The Regatta Committee has made recommendations to improve the sanction document and is providing assistance to LOCs as questions arise.

A Regatta Sanctioning page has now been added to the Rowing BC website. This webpage contains resources to assist LOCs to plan their events and includes information on how to successfully complete the sanction application. A 'Helpful Hints' document has been created to address common areas of difficulty on the sanction application and is currently under review by the BC Umpire Committee. Following their review and input, this document will be added to the Regatta Sanctioning page.

The Regatta Committee is also working with RCA to prepare and release a streamlined online sanction application tool that will be available through the RCA Web Registration system in 2018.

The Regatta Committee will collaborate with LOCs and others to determine how our current regatta system can better meet the needs of rowers in British Columbia. This will include an examination of recommendations from previous years. An external consultant may be hired to assist with this work.

Following the 2017 Rowing BC AGM on the afternoon of November 18, 2017, the Regatta Committee invites LOCs and other interested individuals to begin the conversation on the current regatta landscape in British Columbia with a view to improve the overall regatta experience.

Respectfully submitted,
The 2017 Regatta Committee