



Guelph Rowing Club 2021 Annual General Meeting

Thursday, March 25, 2021, 7:00pm-9:00pm

Via ZOOM

Agenda

1. Welcome
2. Approval of 2020 Minutes (see attached document)
3. Business Arising from the Minutes
4. President's Report
5. Vice-President's (Human Resources) Report
6. Treasurer's Report
7. Committee Reports
 - a. Site and Boat
 - b. Rowing Committee
 - c. Communications
 - d. Membership & Registration
8. Presentation to Outgoing Board Members
9. 2021 Nomination Committee Report
10. Other Committee Responsibilities

1. Welcome

Call to Order and approval of the Agenda

Review of declarations for ZOOM meetings (presented by Cameron Harvey)

2. Approval of Minutes from last AGM (see attached document)

Please see May 7, 2020 Minutes

3. Business Arising from the Minutes

4. President's Report

The Pandemic has shown us how creative and cooperative we can be as a club. It has been so rewarding having the opportunity to provide leadership during such a challenging time. We have not only survived but thrived in the presence of COVID-19. Many thanks to our members who registered in faith hoping they would be on the water at some point. Your optimism and support of our club and board of directors early in the year was so very much appreciated.

Thank you also to the COVID committee for your heartfelt dedication and volunteerism not only ensuring a safe return to rowing but ensuring the safety measures were maintained throughout the entire season regardless of the participating group. At no point did I have a sense of "COVID fatigue" where rules were abandoned and I thank every member for your perseverance as the "rules" continuously changed throughout the season.

Despite the impact of COVID to rowing there are still many things to celebrate. Details will be provided in each of the following reports so just a few highlights: we were still able to hold a Learn to Row session and understood the need to have more stable singles to support our new learners and potential members Unfortunately we were unable to hold a spring high school program, however our dedicated team of volunteers rallied with a summer and winter program! Our masters continued to train as did the varsity athletes following a complicated COVID protocol. Thank you to our coaches and program leads for making this happen.

I would like to comment on the refurbishment of the small pontoon boat and recognize the volunteers who scrubbed scraped and painted during the many hot days of summer. What a success it was! Also, the fall cleanup included the beginning of refurbishing the large pontoon boat in preparation for the return of regattas to Guelph Lake.

On a very positive and exciting note Row Ontario provided us with a connection to a Canadian representative of the Edon rowing scull with pontoons. An opportunity arose and the board supportive of the purchase on 1 stable single trainer. With the cost being so reasonable a second

was also ordered and paid for through the generous donations of a few of our members. These purchases should go a long way to supporting new learners and growing our membership across all programs.

The club and many of our founding, 20 + and 15+ members were recognized through Row Ontario through long term volunteer awards as well as through an article written by Frank Christie: [Row Ontario: Getting to know the Guelph Rowing Club.](#)

Finally, a huge thank you to our Board of Directors for your ongoing support, dedication and hard work during not only this most challenging year but for the previous 5 years of my tenure as president.

*Submitted by,
Jo-Anne Costello*

5. Vice-President's (Human Resources) Report

Seasonal Employees

Canada Summer Jobs (CSJ)

- GRC applied to the Federal Government for wage subsidy to hire two summer coaches and did not receive funding. Due to COVID and programs being cancelled no coaches were hired for 2020.

- Application to CSJ for the 2020 season has been submitted. A request was made for two coaches 30 hours each for 16 weeks. If funding is received applicants need to meet both the CSJ as well as the position requirements.

The board of Directors has committed to hiring a minimum of one summer coach for 2021

Policy Review

- A number of the Human Resource policies were due to be reviewed by the Board in 2020. Lisa Roddie at Row Ontario was consulted to get her professional guidance regarding current best practices. Lisa recommended deferring the review the policies that will fall under the "Safe Sport" as Row Ontario is working an umbrella policy which will apply to GRC. Once Row Ontario has released their policy we will review and adapt accordingly.

- In consultation with Lisa Roddie the Board did review and update the following policies:
 - GRC Accessibility Policy
 - GRC Workplace Health and Safety Policy
 - GRC Conflict of Interest
 - GRC Privacy Policy

Rotary Guelph Trillium Fund

- Fall of 2019 the Board submitted an application to the Rotary Club of Guelph Trillium for funding to refurbish the docks. GRC heard in the spring of 2020 that we were unsuccessful in our request.
- Fall of 2020 the Board was invited to submit an application for this funding year. With a very different summer behind us and a number of members not able to participate due to their lack of comfort on the water in a single, it was decided to seek funding for a used/new training single. A training single will also give people with limited mobility an opportunity to get on the water.

Other activities:

- I covered for JoAnne Costello when she was on holidays as the COVID-19 contact. There were no reports of contact and everything ran smoothly. Thank you to every member for your diligence in following procedures and keeping us on the water!

*Submitted by,
Nancy Kielar*

6. Treasurer's Report

Given the challenges of COVID-19, the Guelph Rowing Club has been able to maintain a strong financial position this year by controlling expenses and deferring our loan payments. Highlights are as follows:

Balance Sheet

Cash

Since we able to reduce spending and defer our annual loan payment, the club's cash position was marginally higher this year compared to 2019.

Capital Equipment

The Club made some small capital expenditures (\$3,545) in January 2020 but we did not purchase any equipment during the remainder of the year.

Long Term Debt

Since our lender agreed to defer our loan payments, our long-term debt obligation remains the same as last year. The term of the debt repayment is less than three years.

Statement of Operations

Revenues

With COVID-19 restrictions, revenues were down by 40%. With the limits on the number of rowers we could put in a boat, our Learn to Row, High School and University programs were much smaller. Many Rec Rowers also decided to defer their members this year. On a brighter note, our revenues from boat storage were marginally higher than last year.

Expenses

Our expenses were down by about 30% compared to 2019. Some expenses, such as insurance, GRCA lease, accounting fees and bank fees generally remain the same from year to year. We spent nearly \$1,000 on COVID sanitizing supplies; however, the RCA reimbursed the Club for most of these expenses.

Budget

We are presenting two scenarios: (1) worst case, in which projections are similar to 2020, and (2) best case, in which projections are similar to the Club’s pre-COVID situation.

Guelph Rowing Club Preliminary BUDGET 2021 Feb 4 2021			
		Worst Case Similar to 2020	Best Case Similar to 2019 (Pre-Covid)
Available Cash at Jan 1 2021		\$45,000	\$45,000
Revenue			
Programs		\$ 37,500	\$ 65,000
In Kind Contributions and fundraising		3,400	\$ 3,400
Storage		6,700	\$ 6,700
Regatta and other Events		-	
Other (Fire Department etc)		450	\$ 450
Grants (Canada Summer Jobs)		-	\$ 14,000
Total Revenues		\$ 48,050	\$ 89,550
Expenses			
COVID 19		\$ 1,000	\$1,400
Site and Operating		25,000	30,000
Registration (Row Ontario, RCA)		5,100	8,700
General and Administrative		5,000	6,000
Coaching Wages		9,000	18,000
Professional Fees		2,500	3,400
Truck and Trailer		3,000	4,000
Other		2,000	2,500
Total Expenses		\$ 52,600	\$74,000
Repayment of Loan		\$ 12,600	\$ 12,600
Available Cash at Year End Dec 31 21		\$27,850	\$47,950

NOTE: Recommend a minimum cash balance of \$15,000 at Year End

*Respectfully Submitted by
Bill Mullin*

7. Committee Reports

a. Site and Boat

The year started out with a lot of unknowns, we knew that COVID-19, would make it a year like no others. Plans were made and changed on what seemed like a daily basis.

Once all our protocols were in place and ROW Ontario gave its blessing, we had docks in the water by the end of May. The decision was to only launch 2 docks for a few reasons; unsure about how the season would actually function, and issues with damage to big dock and our limited abilities to repair it given COVID-19 protocols.

We kept the purse strings pretty tight this season, as we weren't sure about the effects of COVID-19. No new boats were purchased. Monies were spent on coach boat maintenance and some restoration projects, and cleaning supplies for boats and docks. The docks were spotless all year, I know that some peoples boat who had never seen a soap bucket were shining like a diamond. One new addition, which didn't break the bank was the rainwater harvesting system allowing somewhat clean rainwater to be used for boat cleaning, as opposed to the bucket of scum lake water method. I heard great reviews for the water tank, and it will remain in place for years to come.

One project that was completed over the season, was the Wintech pontoon boat restoration. Many thanks to all the volunteers who scraped, sanded and painted it back to its original glory.



The season ended, when the docks were removed on a day that rivals years passed.....18°C and sunny, when only a week before we had snow. Thanks to the dock volunteers, for both launching them and recovering them in the fall.

Here's to 2021! We have a few new deliveries expected to the club in the spring, which is exciting...just not sure how long it takes to have something delivered from Australia...updates in the Spring

*That's all for 2020,
Boathouse Bob*

b. Rowing Committee

2020 Rowing Committee Members

The 2020 committee was made up of our program leads:

- Joanne Ryks: Recreational and Adult Novice Rowing Programs
- Nicole Bellefleur: Adult Learn-To-Row Program
- Michele Richardson: Safety Officer, Chair
- Siobhan Crean: Masters Rowing Program
- Isobelle Gray: Spring High School Rowing Program and Fall Junior Rowing
- Dave Léger and Mike Alcorn: Varsity and Senior Programs

Activities – 2020

The COVID pandemic changed the way that we ran the club and the rowing programs last year, but it certainly did not stop the commitment or enthusiasm for this sport demonstrated by our strong members.

A COVID protocol was written to adapt to the new stringent regulations. The membership adopted it with vigilance ensuring that the club remained open and viable through the entire season.

Each of the Programs leads went above and beyond the call to brainstorm and put together COVID-compliant programs in accordance with the Protocol.

In addition to running their respective programs, committee members attend monthly meetings and identify equipment needs. Despite all this draw on their personal time, they continuously update their coaching certifications and help maintain club equipment. If you haven't already thanked each and every one of these individuals for their tremendous efforts for our club, please join me in doing so. Heartfelt thanks to our Rowing Committee Members and all our terrific completely volunteer coaching staff!!

Recreation Rowing and Novice – Joanne Ryks led the Recreational Program

The Rec Program had 23 full season members and 9 half season members. The Experienced Occasional Rower program had 3 members. Due to COVID, there was no Adult Novice Program this season. This season, rowers enjoyed the challenges and rewards of rowing in singles and doubles. There were no Recreational regattas this year. One rec rower participated in the virtual Canadian Sculling Marathon placing 23rd and earning the Guelph Rowing Club an 8th place finish.

Joanne Ryks

Learn to Row – Nicole Bellefleur was program co-ordinator for the 2020 Learn to Row

Due to the COVID-19 pandemic, we restricted lessons in either a single or a double (if both participants were from the same family bubble). There were a total of 10 participants and the lessons were provided during the month of August. A sincere thank you to all the coaches who made this program possible: David Barker, Pat Weir, Isobelle Gray, Lauren Richardson and Pearl Schachter.

Nicole Bellefleur

2020 High School Rowing Program

High school athletes from across three high schools (Centennial CVI, JF Ross CVI, GCVI) participated in the various high school rowing programs in 2020.

Winter

The winter training program had 22 athletes coming out to the YMCA/YWCA for early morning sessions on the erg, spin, and strength classes. On Feb 9th, 2 athletes competed at the Canadian Indoor Rowing Championships and on Feb 29th, 14 athletes competed at the Ontario Indoor Ergometer Championships with three of those athletes placing in the top ten within their categories and the junior team relay placing 2nd.

Due to COVID-19 all gym training was cancelled on March 13, 2020. Spring competitive training was also subsequently cancelled.

Summer

With the GRC opening in June with single and double rowing, 4 athletes joined in with the summer club senior program.

Fall

A September program was organized to enable 11 of the high school athletes that had previously attended the winter training to get back out on the water in single and double sculls. Two sessions (4:30pm and 6pm) provided coaching focusing on skill and

technical development. The fall learn to row program was not offered.

Five athletes were able to attend the Head of the Charles Global Remote regatta Oct. 9-18. Each of the athletes raced a 4702m course on Guelph Lake using a GPS device to record results. One athlete attended the Canadian Indoor Rowing Challenge Nov 7-8.

A. Litchfield joined Rowing Canada's NextGen Hub. The NextGen program is designed to provide monitored, progressive programming for athletes on the High Performance Athlete Development pathway.

K. Harris accepted a rowing scholarship from the University of Tulsa starting August 2021.

Winter 2020-2021

The winter program began earlier than normal this year in late November with 13 registered athletes working out at home following monthly training plans and participating in web video coached sessions.

Thanks to all the coaches - Alexandra Glista, David Barker, Pearl Schachter, Isobelle Gray. Special thanks to coaches David Barker, Pearl Schachter and Dave Leger for getting the athletes back on the water for the summer club senior program. Thank you to the varsity coaching team for letting E. teNyenhuis and K. Harris row with the fall varsity program.

Results

Ontario Indoor Ergometer Championship – Feb 29, 2020

Sr. HS 145W – K. Harris 1st

Sr. HW – E. teNyenhuis 10th

Jr. H 145W – M. Harris 7th

Jr. Relay – L. Conrad, C. Cooper, R. Reimer, A. Litchfield – 2nd

2020 University Rowing Program

The University roster for Fall of 2020 included 30 returning varsity athletes, 4 of whom studied remotely and trained at their home rowing clubs, plus 7 very enthusiastic "novice athletes"!

Notwithstanding, the additional challenges that faced this cohort of student-athletes (non-competition season, delayed onset of fall training, sanctions on the number of training session allowed per athlete per week, staggered training schedules, on-line learning, the lack of social contact...every day being "ground hog day"), crews trained on the water from mid-September to early November. All of our athletes and coaches were diligent in following the mitigation protocols laid out by the Guelph Rowing Club and avoided high risk activities to keep their teammates safe. Thank you all for that!

We were to follow a low volume and low intensity training plan, which we did to a large extent, but we did time trial to maintain a competitive environment – Dam Busters, 3k races and 2000m races. In November we moved into the U of G Field House where we were limited to 8 ergs per session for 2 morning training sessions per day. Physically distance circuit training sessions were led in parks by coaches, Team Captains and athlete volunteers. With the shut down our athletes are now training in their home gyms, ergs have been distributed to those who have the space, and many have developed their own S&C equipment. We are conducting “virtual coached sessions”, 6:30-8:00 AM, Monday-Friday, where athletes pop-up on Teams to do an erg workout, spinning with teammates in a Zwift meet up, doing a dynamic warm-up before heading out on a run, and some doing S&C workouts in their dorm rooms, apartment bedrooms, living rooms and cold garages... all to maintain a sense of Team, albeit virtual. Those with XC skis have been getting out to change up the monotony of isolating at home.

Thank you to our Management Team, Garrah Parkes, Maira Hunt and Mark Teeter.

Among the unseen, and possibly underappreciated, are those people on the Guelph Rowing Club Board of Directors and Rowing Committee, who put in many hours of volunteer time in creating the community club that fosters and supports university rowing in Guelph, and who worked very hard this year to create a safe rowing environment for all athletes and coaches. Thank you!

We continue to receive tremendous support from Scott McRoberts (Director of Athletics) and Wally Gabler, Associated Director – Intercollegiate, Meg Howatt (Athlete Services) and the Athletics Department staff at U of G. Thank you for your support!

Thank you to our Team leadership group, our Team Executive:

- Sarah East/Kate Pollock and Caelan Weber-Martin (Captains),
- Mark Teeter (President),
- Amelia Krelove (Apparel)
- Katherine Flaherty/Kayne Boyall (Communications),
- Colin Rodenburg (Fundraising)
- Kate Pollock (Events Coordinator)

A large part of our success this year was due, of course, to the efforts and dedication of our volunteer, coaching staff.

Last fall we continued applying a “Collaborative Coaching” approach where coaches were rotated between different training groups on a weekly or bi-weekly basis to great success, as athletes report back saying they appreciated hearing different points of view and input among the coaches.

THANK YOU to:

- Mike Alcorn
- Pearl Schachter

- Brian Sulley
- Jack Wilhelm
- Ashley Hosker
- Michelle St. Pierre
- Peter Cookson
- Mark Henry - also for the “loan” of 2 singles and 2 doubles for the fall season!

Dave Léger

Masters Competitive Program – *Siobhan Crean led the Masters Program*

This year the Masters’ program was lucky to have most of its athletes return from the year before, as well as welcome a few new members! This season was for scullers, or soon to be scullers. Masters enjoyed rowing singles, some doubles and a pair! We were thrilled to be able to get out and row and connect with others at the club, distanced of course. We had the opportunity to join the coached early morning rows, as well as some evening Masters’ sessions. This season was all about technique and for some of us, changing our rowing stroke all together! We are thankful that the club was able to open and stay COVID free this summer, thanks the diligence of all of its members!

Siobhan Crean

2021 promises to be an interesting but exciting year! We have been successful under tight COVID restrictions. We are nimble and flexible. We have terrific coaches, great equipment (including some new learn to scull shells) and solid program to support all our athletes on one of the nicest rowing locations around.

For further information on the accomplishments of our programs and athletes in 2020, please visit our [website](#).

*Respectfully Submitted,
Michele Richardson
Chair, Rowing Committee*

c. Communications

In 2020, you received 19 updates by email from the Board, ranging from regular updates on the ever-evolving COVID policies to highlighting all the volunteer work our coaches did to keep our club members safe throughout the year.

We continued to update the web site with the help of Eric Johnstone, who also made contributions to Instagram with some lovely morning shots.

We look forward to making further improvements to the web site and keeping you up to date in 2021. Don't hesitate to send us any of your suggestions.

*Thanks,
Cam Harvey*

d. Membership & Registration

Program name	2016/17	2017/18	2018/19	2019/20	2020/21
Adult Learn to Row	54	30	50	33	10
Adult Novice (LTR Grads)	21	12	15	14	0
Coach (non-rowing coach and or volunteer prior to 2018/2019)	17	15	12	13	10
Coxie	6	5	8	6	2
Experienced Occasional Rower	-	2	5	3	3
Fall High School Learn to Row	14	8	6	8	0
High School Rowing on Water	10	14	19	18	11
High School Winter Training	18	19	18	22	13
Masters Competitive Rowing	15	13	14	20	19
National Team	1	1	1	1	1
Recreational Rowing Full Season	33	30	29	25	23
Recreational Rowing Half Season 1	2	4	0	2	2
Recreational Rowing Half Season 2	1	2	2	4	7
Senior Competitive	14	28	30	21	11
University (Varsity) Camp	17	22	31	25	2
University (Varsity Selected)	10	23	27	18	32
University Novice	22	19	24	17	0
Total	220	247	291	250	146

Membership

The above chart is a summary of program registrations in 2020/2021 and the four previous years. Overall registrations were down, primarily due to COVID-19 restrictions. The following programs were cancelled during 2020: Adult Novice, Fall High School Learn to Row, University (Varsity) Camp and University Novice. The spring High School Rowing on Water took place in the fall. There was a midsummer camp for individuals registered in Senior Competitive in which two additional athletes participated. Adult Learn to Row was offered in a different format later in summer. Ten individuals were coached on sculling in singles or doubles.

In addition to registrations for rowing programs, there were seven registrations for storing a double boat in the boat house and 26 for singles.

Registration System

Registration for the upcoming rowing season, including payment by credit card and completion of the liability and concussion waivers, will continue using Rowing Canada's online registration system, Aviron.

Individuals wishing to store their boat in the boat house must register in either the Boat Storage for Double or Boat Storage for Single program. This must be done after they register for their rowing program and receive confirmation. Otherwise, they will be charged twice for the Rowing Canada and RowOntario fees. These are currently \$24.00 and \$28.87 respectively. There will be a minor increase in program fees for 2021 to cover the cost of vulnerable sector police checks for coaches (\$40 each). In the past, these were free of charge for non-profit organizations.

*Submitted by,
Pamela Healey
Registrar*

8. Presentation to Outgoing Board Members

9. 2021 Nomination Committee Report

The Nomination committee worked diligently to cultivate members of the GRC to run for election to the GRC Board. The 2021 GRC Board will have two positions open at the AGM. The Nomination committee has nominated Jane McKinnon Wilson and Abbegayle Smith. Additional nominees, if any, will be presented at the AGM. The officers of the Board will be voted from amongst the Board members, at the March 2021 Board Meeting immediately following the AGM.

In addition, the Committee is working to recruit members to fill some roles on the Boat and Site Committee as noted below. Please contact one of the Nominating Committee Members if you are interested in a specific function. Sign-up sheets will also be available at the AGM. These

roles and functions need to be filled in order for the operations of the club to be successful. The AGM will provide an opportunity for members to join committees.

Profiles of GRC Board Members Nominees for 2021-2023 Term

Abbegayle Smith

My first introduction to rowing was a Learn to Row in the summer of 2019, here at Guelph Rowing Club. I then joined the University of Guelph's Novice Team the following fall. Since then, I have rowed with the team and participated in regattas such as the Learn to Row Regatta and Guelph vs. Mac here at Guelph Lake, Head of the Trent and Ontario University Athletics Championship . Over my couple years of rowing, I've been fortunate to learn how to sweep and scull, allowing me to gain experience in a single, double, quad, four and eight. I'm a fourth-year student at the university of Guelph in Wildlife Biology and Conservation. Past involvement in community and school clubs and committees has provided me with experience in organizing online communications, emailing group members, and collaborating with other people.

Jane McKinnon Wilson

Jane has a Masters of Science in Human Biology and has dedicated her career to the field of geriatrics and health care working in long term care, acute care, palliative care, rehabilitation and most recently community services. She is an instructor at Conestoga College and previously at the University of Guelph. Jane has been dedicated to the sport of rowing since graduating from University. She is a founding member of the Cambridge Rowing Club. Jane took a hiatus from rowing when her and Jim's children, Jessica and Joel, were young. Once Jane started back rowing it became a family sport and community service. Jane has been an active volunteer at the club since the early days at the "old site", serving on the Board for six years including in the role of President. Her family have been active members and volunteers of the club. Jim is one of the BBQ Boys serving at regattas for numerous years, Jessica and Joel each started a high school rowing program at their local high school with the support of Walter Kehm and the Guelph Rowing Club, which took them both into varsity programs at University. Following University they were Learn to Row Coaches, currently as their careers have been active have had to step back from rowing but as a family always willing to help where needed. Jane brings additional Board experience from her roles on the Welcome In Drop In Center Board and Hospice Wellington Board. One of the main reasons Jane has enjoyed rowing for over 30 years is the team aspect of the sport and sense of community and "family". She has many lifelong friendships as a result of rowing and especially as a result of the community spirit that the Guelph Rowing Club is built on.

*Respectfully Submitted,
Julie Horrocks*

10. Other Committee Responsibilities

We are looking to fill various committee positions - please contact a Board member if interested.