



# Halifax Rowing Club Annual General Meeting

November 24, 2021 6-8 PM

St. Mary's Boat Club

Attendees:

Meggie, Linda, Jen, Karen WS, Karen Brown, Jasmine, Kathy S., Diane, Jeff, Jonathan, Judy, Daniel, Holly, Mieke, Melissa, San, Rob Ellis, Steve, Jay & Dan, Craig, Daphne, Joey, Sasha, Brian, Antonia, Eli, Cooper, Janice, Lisa Roberts

## 1 Approval of minutes from the previous meeting (November 18, 2020)

Previous minutes meetings were not circulated in advance (my bad). I read them out loud.

Motion to approve by Jonathan, seconded by Craig

## 2 Approval of Agenda

Jeff, seconded by Antonia

## 3 Presentation of Reports

### 3.1 Financial (Karen Brown)

See report attached.

We are in a very good place financially; \$54500 in grants and subsidies; \$56,500 in memberships for a total of \$140,000 this year and expenses of \$103,000 including salaries, purchase of 5 Wintech singles (\$36,700). We paid our loan off in October.

We have money to carry over for coach boats, oar refurbishment, etc.

- Comment on reporting – we submit reports to the Registry of Joint Stocks so we should not call it profits; rather it should be balance to be carried forward.

### 3.2 Equipment

See report attached.

At the boathouse, Jay has installed a new oar rack and new singles rack to accommodate new singles. Docks have been refurbished. Coach boats have been a continued struggle, which we plan to use our balance. We need motor maintenance. Fleet- we got 5 new boats and the 2x/2- has been repaired. Some repairs are ongoing on the Flood and some doubles. We will get rid of the Vespoli 4x.

We would like to move forward with the equipment team model for repairs.

- Question: What oar repairs are being considered? We'd like to have some of our oars refurbished; we have eight sets of oars, handles and blades, at a cost of \$200 per oar.
- Question: Coach boats? We are looking at a combination of refurbishing and protecting what we have, along with getting rid of the old ABS, and buying something new and more resilient.
- Comment: Should reinstate the monthly equipment clean



### 3.3 Membership and Programming

See report attached.

Learn-to-Row sessions were well attended for the adult session; but junior numbers were down due to no recruiting in schools. We began the development program this year to help LTRs transition into the rowing community, including a weekly Saturday row to integrate them socially.

- Question: are visiting rowers able to come for free? No –we charge them

### 3.4 President's Report

See President's report attached.

Thanks to the big supporters – Craig, Jay, and Diane on equipment, Karen Brown on finance and grants, Jonathan and Jay for club organization, Holly for taking on the responsibility of head coach, even when her employment situation changed to make that difficult. Glad to welcome back LTR, and start the Development program. With improved coach boat reliability. The safety director vacancy was a glaring omission and we are looking forward to having Craig. Caution to the new board- the cost to replace the eight is very high (~\$30,000); the cost to repair will be worth it for the Bates.

### 3.5 Motion to Approve Reports

Motion from San, seconded by Cooper

## 4 Additional Items from the Membership

### 4.1 National Sport Trust Fund (Jonathan Tyson)

Tax receipt available for donations through the National Sport Trust Fund. You can submit a form and a cheque to NSTF. They do not accept credit cards except in British Columbia. Cash can be taken; we will try to find a way to make e-transfer work.

- Question: what is the advantage? You get a tax receipt for this.
- Question: where does the money go? Our form requests that the money go to the Halifax Rowing Club
- Question: is there an administration fee? Yes – 5%
- Question: is HRC able to apply to municipal councilors for grants? We have tried to do so before and haven't gotten it, although the City has kicked in for other things in the past.

### 4.2 Equipment Teams (Diane D'Arcy)

Stay tuned for email to sign up in the new year – everyone will be expected to contribute.

### 4.3 Winter Training (Linda Lee)

We are still trying to firm up details about the location and timing; the options are Armbrae with sessions available in the morning and evening, or Studley Gym which is only available from 6-8 in the mornings. There may be an option to purchase a training plan or participate virtually – stay tuned for an interim training plan.



#### 4.4 Club Relocation (Question from San)

There had been discussion on moving to Long Lake but that was part of a larger development that has now been absorbed into the provincial park. This stemmed from an understanding of the deteriorating structural integrity of the current club; the money is currently allocated for 2024/25.

## 5 Board Composition/Terms of Reference

### 5.1 Proposed List of Officers

- President – Daniel Ruzzante
- Vice President – Connor Booker (reoffering)
- Secretary – Meggie Letman (reoffering)
- Registrar – Holly Davy
- Member at Large – Jasmine Frickleton
- Treasurer – Karen Brown (reoffering)
- Communications Director – Hanna Bowers (reoffering)
- Equipment Director – Jay Chevalier (reoffering)
- Program Director – Steve Coats
- Safety Director – Craig Evans
- Directors
  - Sasha Anderson, Junior representative (reoffering)
  - Tom Stender (reoffering)
  - Melissa Barker
  - Kathy Schwartzentruber
  - Martha Radice
  - Brian Robinson

New board is acclaimed.

## 6 Meeting closure

Motion to close the meeting by Holly, seconded by Jay

Awards and pizza party to follow



# Financial Report

# HRC Financial Report 2022

The detailed financial statement is on the following pages.\*

## Income

### • Membership Income

Compared to 2021, membership fees are down \$4,000 for membership and \$7000 for LTRs – Adult LTRs were half of what they were in 2021. In 2019 (pre-Covid), our membership and LTR income was \$72,845.00.

Membership fees	\$33,525.00
Learn-to-row fees	11,870.00
Punch card and visitor fees	<u>2,290.00</u>
Total	<u>\$47,685.00</u>

- **Grants** are less than last year (\$54,559.60) as Covid funding and wage subsidies have ended. Compared to 2019, grants were up \$7,000.

HRM Community Grant (oar refurbishment)	\$ 5,000.00
RCA Grant	2,450.00
Federal Student Employee Grant (2 employees)	7,506.00
Student Summer SKILL Incentive Program (2 employees)	<u>7,443.80</u>
Total	<u>\$22,399.80</u>

## Expenditure

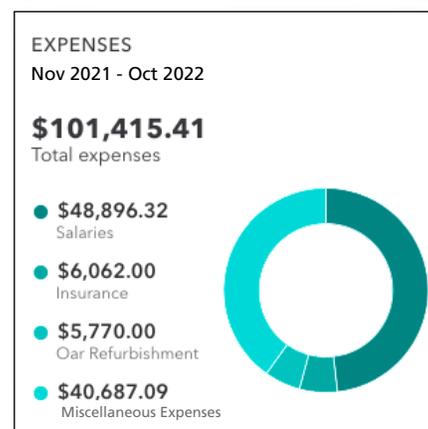
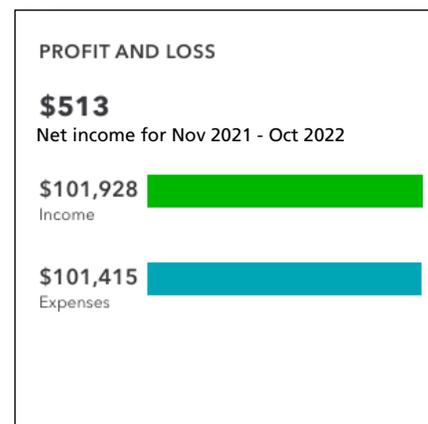
- Salaries are our major expense, this year we spent almost \$49,000 on salaries – more than 2021 (\$43,700) but less than 2019 (\$56,500).
- Our major purchase this year was the Whaly coach boat and a new Mercury motor. Another major expense was the refurbishment of the oars which was mostly covered by the HRM Community Grant. The Flood and the other two coach boats were repaired. We had \$2,900.00 in motor repairs this year.
- Rent is \$3,450 per year and the Marine Insurance that covers our boats is \$6,062.

## Future

- As we recover from the effects of Covid, which has created a dip in membership, we need to look forward and rebuild our membership through LTRs and the Development program with a particular push for Junior members.
- This year we started allocating a portion of the private boat storage fees to create a Bursary Fund. Also, two members donated \$220 in Boat Fund vouchers. There is \$1270.78 in this fund. A Bursary committee needs to be established to administer this fund.
- We need to start replacing our motors. We also need to plan for boat repairs or acquisitions to meet our membership's needs.
- Saint Mary's Boat Club renovation disruption will need to be budgeted for.



Karen Brown  
Treasurer



\* Winter training numbers are high as they include last winter's fees and this winter's fees. Rent has been paid for the Studley gym but salaries will need to be paid over the winter.

# Halifax Rowing Club

## Profit and Loss

November 2021 - October 2022

	TOTAL
<b>INCOME</b>	
Adult Competitive Program	8,690.00
Adult Fitness Program	18,375.00
Adult Learn to Row	8,640.00
ARC regatta member fees	822.75
Beach Sprints fees collected	1,129.60
Boat storage fees	3,550.00
Cogswell Pelham participant fee	450.00
Cogswell prize money	100.00
Development Program	5,340.00
Discounts given	51.00
Erg Rental	600.00
Federal employment student grant	7,506.00
Icebreaker fees	1,070.00
Junior Competitive Program	3,380.00
Junior Fitness Program	3,080.00
Junior Learn to Row	3,230.00
Junior Punch Card	795.00
PEI Beach sprints fees collected	1,059.48
Provincial Team Fee	160.00
Punch Card	860.00
RCA fees	40.00
RCA Grant	2,450.00
RCA-RowNS insurance	95.00
Really chili regatta fees	819.00
Sale of Boat	1,000.00
Skills Grant	7,443.80
speed coach member purchase	1,376.00
Sprints regatta fees	1,539.64
Visitor fee	635.00
Wage subsidy payment	1,257.79
Winter Training	16,383.00
<b>Total Income</b>	<b>\$101,928.06</b>
<b>TOTAL INCOME</b>	
	<b>\$101,928.06</b>
<b>EXPENSES</b>	
Advertising	232.18
AGM expenses	242.30
ARC regatta fees	824.80
Bank charges	222.00
Boat maintenance	2,774.05
Boat trailering	160.00
Boathouse expenses	1,223.54
Candely	53.62
Coach boat	4,910.50
Cogswell Pelham expenses	29.75

# Halifax Rowing Club

## Profit and Loss

November 2021 - October 2022

	TOTAL
Cogswell Pelham prize money	200.00
Courses and training	355.18
Floor Mats	611.05
Gas	984.52
gifts	100.00
Icebreaker dues	1,634.80
Insurance	6,062.00
motor maintenance	2,855.42
Oar Refurbishment	5,770.00
Other general and administrative expenses	87.28
payroll expenses	787.57
PEI Beach sprints fees	1,145.00
PFD expenses	551.31
PO Box payment	234.60
Quickbooks	289.85
RCA club fee	416.00
RCA Membership fees	3,526.00
Really chili regatta dues	670.80
Refund	1,185.00
Regatta Central	1,129.60
Regatta Expenses	321.62
Rent or lease payments	3,450.00
RowNS Club Fee	250.00
RowNS Fees	120.00
Salaries	48,896.32
speed coaches	2,064.66
Sprints regatta RowNS fees	1,393.80
Supplies	241.84
Winter Training rental	5,316.45
zoom	92.00
<b>Total Expenses</b>	<b>\$101,415.41</b>
BALANCE	<b>\$512.65</b>



# Equipment Report

# HRC Equipment Director Report November 2022

Submitted by Jay Chevalier November 2022

## Building

No major changes other than a small boat rack near the rear of the club. This boat rack should not be used for boats larger than singles. This spot originally housed sweep oars. These extra oars were moved into the main sweep oar rack or into the rafters.

## Docks

When docks were placed into the water, there were issues with the material covering the gaps. This was dealt with swiftly.

Other issues include losing a connecting bolt late into the season. A new bolt was purchased and installed.

## Motors and coach boats

- Old soft coach boats were repaired or removed. No leaks experienced this season.
- Looking to sell old hard bottom coach boat.
- Purchased new hardbottom coach boat, Whaley. Needed to purchase a dolly to transport from the club to the water and vice versa.
- Bought a new motor. Mercury 9.9.
- Repaired old Mercury 9.9.
- Suzuki 9.9 doesn't really function properly.

## Boats

- Vespoli 4x/- sold/given to NB.

## Boat repairs completed in 2022

This is not a comprehensive list. Just the larger repairs.

- Fin repair on White lightning.
- Found out that the Flood was delaminating. Sent boat to Peter in NB to be fixed. Has returned from NB but needs some paint touchups (not Peters responsibility to fix) before ready to row.
- Oars refurbished by Peter in NB.
- Many footplates, shoes and slide rails have been fixed or replaced across all boats.

## Needed repairs

- Finish paint on Flood

## Diane's volunteer team proposal

In 2020 Diane proposed a team system in which people would sign up to do one specific task, fixing seats or coach boat repairs as some examples, and complete said task in a timely fashion. I would like to reevaluate this idea going forward and if all goes well implement it.



# Membership and Programming Report

# Halifax Rowing Club

## Programs Report 2022

Membership numbers, overall, were down this season (100 to 87).

All programs, except for Adult Development (1st yr), saw a decline in participation numbers from last season, despite efforts to recruit in a number of junior high and high schools, social media campaigns, and word of mouth promotion. The Adult Competitive cohort was merged with Adult Recreational last year due to uncertainty around Covid-19 regatta interruptions. The combined numbers this year added up to 57 rowers, six rowers shy of the combined group last season.

We re-introduced a punch card part-way through the season for both adults, U23s and juniors. This was designed to attract and retain members who may have a shorter window of opportunity to participate in club rowing. We were delighted to welcome a number of visitors to come and row this summer.

Row-all's were largely well attended and we had a number of Adult Learn-to-Rows continue rowing throughout the summer. We had a good complement of Competitive Program rowers at regattas throughout the summer, including our heroic Canadian Henley contingent of five Masters Rowers.

	2014	2015	2016	2017	2018	2019	2020	2021	2022	
<b>adult LtR</b>	81	57	34	53	61	65	x	63	<b>35</b>	
<b>adult 1st yr</b>	37	23	18	18	25	15	x	13	<b>14</b>	
<b>adult rec</b>	41	52	45	27	33	36	59	63	<b>37</b>	
<b>adult comp</b>	25	27	36	29	28	31	6	x	<b>20</b>	
<b>punch card</b>	x	x	x	12	10	8	x	x	<b>4</b>	
									<b>6</b>	u23 / jnr pc
<b>jr LtR</b>	62	54	48	69	44	57	x	31	<b>19</b>	
<b>jr 1st yr</b>	39	27	26	44	23	27	x	13	<b>4</b>	
<b>jr rec</b>	13	14	17	10	9	7	14	11	<b>8</b>	
<b>jr comp</b>	11	18	13	25	22	19	4	x	<b>7</b>	
									<b>8</b>	visitors
<b>TOTALS</b>										
<b>adult rowers</b>	103	102	99	74	86	82	65	76	<b>75</b>	
<b>jr rowers</b>	63	59	56	79	54	53	18	24	<b>12</b>	
<b>total</b>	166	161	155	153	140	135	83	100	<b>87</b>	



# Coaching Report



## Coaching Report

I would like to start off by saying a huge thank you to Antonia Chircop, who stepped into our Head Coach role during the Spring & Summer season, and led a team of coaches through everything from school recruitment to rowing sessions, and everything in between. HRC was lucky to have many current & former rowers step into coaching roles throughout the summer & fall, who all brought their own unique experience & skills to all of the athletes they coached.

HRC was well represented at all of the regattas this season, taking home dozens of medals across the regattas, the Overall Points & Club Efficiency Trophies at NS Sprints and Jonathan & San won Gold at Master's Henley! HRC athletes & coaches also helped Nova Scotia make history by reaching its' best ever result at the 2022 Canada Summer Games - congratulations everyone!



# Safety Report

## Halifax Rowing Club Safety Report 2022 Season – Connor Booker

Craig Evans (previous safety officer) provided the club with a full stocked first aid kit

Updated HRCs safety policy and is now available on the club website. Link :

<https://www.halifaxrowing.ca/wp-content/uploads/Halifax-Rowing-Club-Safety-Policy-Safety-Code-15-August-2022.pdf>

Small group of board members met with members of the Armdale Yacht Club (AYC), to discuss safety during sailing race nights, after an incident between a learn-to-row shell and a sailboat early in the session. AYC were happy to work with the club to make a safe environment for all users of the arm and would remind members that rowers have the right of way and that any misconduct towards rowers would not be accepted.

The club purchased floor mats for both boat bays to help prevent falls when the floor is wet

Clubs' security system as not been armed for almost entirety of the season, due to issues with the passcodes and St. Mary's Boat Club (SMBC). Currently in the process of contacting SMBC personnel to try to fix to situation, to be able to arm the club over the winter.



# President's Report

## President's report December 2021 to November 2022 season – Daniel Ruzzante

### Outline

- Thanks, and acknowledgements – previous board – current board members – friends who work in the background without being board members (Paul, Diane, Jim) or even without being current club members, all rowers for making this club a place where we want to spend time. Holly, background knowledge and her time despite full time job.
- Successful season with a significant number of improvements to the club and its everyday operations, these include:
  - Whaly
  - Yellow boat in perfect working order – we now have three coach boats in working order
  - Unused rigid hull boat fixed and sold – Thanks Paul and Diane
  - Small inflatable boat still for sale
  - Two Dollies (one commercial one home-made wooden dolly – thanks Jim)
  - Safety on the water: First aid kit updated (thanks Craig, Martha and Brian)
  - Safety in the boat house: rubber mats in both bays to improve safety
  - 10 pairs of refurbished oars which allowed every boat to have their own oars and every set of oars to have their own place in the oar racks.
  - Oars colored taped: singles 1 color, doubles 2 color tapes, quads 3 color tapes,
  - One new engine
  - Improved space in the boathouse by eliminating
    - Hanley (donated to Fredericton)
    - HWT Mission and two wooden shells
    - Fixed the Flood
  - Good season on the water overall
  - Excellent to have had Fall staff this year
- Winter training – Secured the Studley Gym
- Building renovation: Made contact and met with Wayne Mason, city Councillor, Halifax South Downtown and his team of city employees. HRC will be part of discussions for the design of building renovations. Architects to be retained and design preparation to take place during 2023-2024. Renovations to start Fall of 2024 and expected to take place over an 18 month period. During renovations our boats will have to be moved elsewhere on the NW Arm, possibly Dingle Park. Boats to be stored in Containers during that time. (SMBC has the same problem and HRC will likely move where SMBC moves)

Daniel Ruzzante