

**Annual General Meeting of the Ottawa Rowing Club (ORC)  
27 February 2018  
Vimy Brewing Company, 145 Loretta Avenue, Ottawa, ON  
7:00PM**

**1. Called to order at: 7:05 PM.**

- Quorum requires 27 (15% of 180) voting members to be present
- Quorum achieved with 45 members present

**2. Approval of Minutes of Previous Annual General Meeting**

*Motioned by: Marika Kay*

*Seconded by: Maureen McEvoy*

**APPROVED.**

**3. Business Arising from the Minutes**

- None.

**4. Reports of Officers**

- See reports published on the ORC website.

**5. Business Arising out of Reports**

- None.

**6. Ratification of Policies**

- See summary of policy changes on the ORC website.
- Questions from the floor
  - Q: Whose responsibility is it to provide bow/stern lights? A: ORC
  - Q: Do rules about rowing the Gatineau apply to private boats? A: Yes.
  - Q: Are whistles always required if you're rowing alone? A: Yes.

*MOTION: Move to approve the recommended changes to the policies as presented.*

*Motioned by: Clif Brimmell*

*Seconded by: Peter Burpee*

**APPROVED.**

**7. Previous Fiscal Audited Financial Statements**

- During the FY2016 AGM, we moved to appoint Kelly Huibers McNeely (KHM) Profession Corporation as auditors for the 2017 fiscal year
- Janet Sellwood, a Senior Field Staff at KHM, conducted our audit and was in attendance to present the audited financial statements ( also published on ORC website)
- Summary of Janet's comments:
  - Cash during year increased modestly
  - Receivables similar to previous year
  - Accounts payable increased due to timing differences
  - (Summarized by Robin Pagé) The audit concludes that our financial statements represent fairly the financial position of ORC as at November 30, 2017. Janet explained the change in accounting treatment of capital acquisitions reflected in the financial statements. In past years, all capital acquisitions were recorded as expenditures in the year of purchase. Under the new approach, all capital acquisitions will not be treated as current year expenditures, Instead, these will be added to Capital Assets on our Statement of Financial Position, and will be amortized over a period of 5 years or 10 years, depending on the type of asset. The annual amortized amount will be reported as an expenditure on the Statement of Operations. Janet also explained the treatment of grants used for capital acquisitions. These will not be recorded as a revenue in the year of receipt. Rather, these will be recorded as a liability labelled "Deferred Contributions". As the assets purchased with grant funds are amortized in future years, an amount equal to the amortization of the asset in a future year, will be recorded as revenue in that year.
  - Question from the floor: Currently funds in Brian Adams Fund is considered deferred revenue, when does it appear on the statement? A: Money from fund will be expensed during the year it is used

*MOTION: Move to approve the Fiscal 2017 Audited Financial Statements as presented.*

*Motioned by: Lana Burpee*

*Seconded by: Marc-André Dionne*

**APPROVED.**

## **8. Next Fiscal Budget and Fee Schedule**

- Summary of 2018 Programs presented in slideshow (detailed 2018 Programs Schedule posted on ORC website)
- Main changes from 2017: more conservative estimate for grants/donations, increased membership fees
- Capital Renewal Strategy for 2018: investment of ~\$60,000 in capital assets (\$50,000 in racing shells)

- Where does \$50,000 come from? Regatta fleet renewal requires \$1,000,000; to replace our fleet every 20 years we require \$50,000/year
- Suggestions for 2018 capital expenditures:
  - Refurbishment of 3 Empacher 8+s
  - Purchase 2 8+s to replace TGV and Catch Me
  - Purchase new-to-us heavyweight 2x/- and 4x/-
- Planning to have separate capital investment fund for 2019
- Questions from the floor:
  - Why are we restructuring the junior programs? A: to better reflect the distribution of junior athletes in morning versus afternoon programs
  - Why difference in fee increase between Masters and Rec? A: net ORC fee for Masters and Rec have been the same for the past several years, but a difference in RCA/RO fees made the Masters fee higher overall; with the new (as of this year) RCA fee structure, Masters and Rec will now pay the same base RCA fee (+ additional charge/seat for races)

*MOTION: Move to approve the proposed 2018 Fee Schedule as presented.*

*Motioned by: Marc-André Dionne*

*Seconded by: Marika Kay*

**APPROVED.**

## **9. Appointment of Auditors for Next Fiscal**

*MOTION: Move to appoint Kelly Huibers McNeely Profession Corporation as our auditors for the upcoming 2018 fiscal year.*

*Motioned by: Marie-Sophie Desaulniers*

*Seconded by: Maureen McEvoy*

**APPROVED.**

## **10. Election of Officers**

- Nominees:
  - *President*
    - Peter Thompson – acclaimed
  - *VP Recreation and Instructional Programs*
    - Lauren Essiambre
    - Tan Ho (absent)
  - *Registrar*
    - Marika Kay – acclaimed

- Members voted for position of VP Recreation and Instructional Programs by secret ballot, which were collected and counted by Melissa McKenzie and Jenn Shortall
- Lauren Essiambre voted in as VP Recreation and Instructional Programs (congratulations Lauren!)

## **11. Other Business**

- 2017 Wes Kuran Award presented to Lilianne Pagé
- Congratulations to Marie-Sophie Desaulniers for being honoured as provincial and national Umpire of the Year ☺
- THANK YOU to all our volunteers, including coaches, umpires and parents, for making the 2017 season a successful one at the ORC
- Thank you to all attendees of the FY2017 AGM
- Finally, a HUGE THANK YOU to Jenn Shortall and Greg Brown for their many, many years of dedicated service to the ORC as officers of the board. We will miss you!

## **12. Adjournment at 8:22 PM.**

*Motioned by: Jenn Shortall*

*Seconded by: Lil Pagé*

***APPROVED.***