

CPCC Annual General Meeting (AGM)

December 6, 2024 (7:00 – 9:00 p.m.)

DRAFT Meeting Minutes

1. Welcome and Call to Order

- Meeting called to order by H. Lowry at 7:07 p.m.
- In attendance:
 - Pat Lester
 - Ellie Lanouette
 - Heidi Lowry
 - Jacqui Haines
 - Erin Patchell
 - Ron Stewart
 - Peter Osborne
 - Neil Lowry
 - John Edwards
 - Kyle McCulloch
 - Peter Pataasi
 - Alex Ribero
 - Sharon Ribero
 - Beverly Nicholson
- Of note, Christa Bingley from Nephin Winter Bingley, Chartered Professional Accountants was also in attendance to present financial statements.

2. Approval of Agenda

- Motion to approve agenda by N. Lowry, seconded by R. Stewart and endorsed by all.

3. Approval of Last AGM Minutes

- Motion to approval previous AGM meeting minutes by R. Stewart, seconded by E. Patchell and endorsed by all.

4. Presentation of Financial Statements

- Christa Bingley from Nephin Winter Bingley, Chartered Professional Accountants presented the Independent Practitioners' Review Engagement Report and the Financial Statements which included:
 - Statement of Financial Position
 - Statement of Operations
 - Statement of Changes in Net Assets
 - Statement of Cash Flows
 - Notes to Financial Statements.
- Motion to approve financial statements by John Edwards, seconded by Kyle McCulloch and endorsed by all.

5. Commodore's Report

- H. Lowry thanked CPCC families, board members, P. Lester and E. Lanouette for their dedication to the club while recognizing the benefit of growing the club's volunteer base (e.g. new ideas/perspectives). Custom Gear Level 1 was also thanked for their continued support.
- H. Lowry outlined the following priority areas for the following year:
 - fundraising to supplement incoming grant money;
 - increasing volunteer base;
 - strategic planning for the next 3-5 years;
 - donating a trophy for nationals in the club's name (potential focus on a female race); and
 - social committee to encourage year-round engagement by athletes and families.
- H. Lowry noted highlights from the past year, including:
 - new athletes and families were welcomed to the club
 - an increase in younger athletes supporting the PaddleAll program
 - success of the CPCC regatta and a desire among other clubs for the CPCC to host more champion-style events
 - \$10,000 donation to the club to support youth programming
 - return of the Carleton Place Dragon Boat Festival with funds supporting the local hospital as well as the club
 - new ergometers (erg) were purchased to support dryland training
 - more officials were trained (Levels 1 and 2) to support regattas
 - CPCC represented 12.5% of the Canada Olympic Hopes Team.
- Looking ahead to the next year, H. Lowry noted:
 - Keith Bean of Bean Chevrolet Buick GMC Ltd. has donated a truck to support the regatta season (offsets rental costs)
 - Ontario Summer Games to be held in London, Ontario
 - Nationals to be held in Welland, Ontario.

6. Head Coach and Technical Director Report

- P. Lester presented and spoke to the following five themes; highlights include:
 - Program participation
 - 15% increase in sprint racing programs
 - 25% increase in summer camp programs
 - 55% increase in adult sprint and recreational programs
 - 39% increase in off-season programs
 - 27% increase in events/other services
 - Staffing updates

- 30 total staff in 2023
 - 15 new certifications
- o Grants and revenues
 - 70% decrease in grants received
 - 30% increase in program revenues
 - 22% increase in paddling program expenses
- o Focus moving forward will centre on equipment and facilities, staff support, and volunteer engagement
- o CPCC performance highlights
 - 47 athletes represented the club at the 2023 Ontario Championships (26 U12/14 and 21 U16+); 8 medals for U16+ and 6 medals for U12/U14
 - 21 athletes qualified for National Championships on Lake Banook in Dartmouth, Nova Scotia; 3 medals won and 17 appearances in finals
 - 4 competitors at the National Masters Championships
 - 26 CPCC Dragon Boat athletes competed at the Carleton Place Dragon Boat Festival
 - 7 Medals from the Olympic Hopes Regatta
- P. Lester also noted that a fund (Findlay Fund) in memory of Betty and David Findlay has been established to provide support for sprint canoe/kayak coach development at the CPCC, with the overarching purpose of promoting and enriching the athlete experience; the fund is set to begin supporting the club in 2024.

7. Election

- A motion to approve the following put forward by John Edwards, seconded by Peter Patasi and endorsed by all:
 - o Commadore – Heidi Lowry
 - o Vice Commadore – Jaquie Haines
 - o Rear Commadore – Ron Stewart
 - o Secretary – Beverly Nicholson
 - o Directors at large:
 - Peter Osborne (Masters Program)
 - Erin Patchell (grants)
 - Neil Lowry

8. Appointment of 2024 Auditors (Review)

- Motion to approve use Nephin Winter Bingley, Chartered Professional Accountants for 2024 put forward by E. Patchell, seconded by J. Haines and endorsed by all.

9. Round Table

- Members noted the following:
 - an increase to the \$100 volunteer deposit could be a way to encourage families to volunteer
 - volleyball is becoming popular in Carleton Place and could serve as cross-sport opportunity to introduce new athletes to the club
 - the positive impact that Pat Lester has brought to the club as head coach.

10. Set date for 2024 AGM

- Members agreed to a date of December 4, 2024 for the next AGM.
- Members noted the next board meeting is scheduled for January 8, 2024.

11. Adjournment

- Motion to adjourn meeting by P. Osborne, seconded by R. Stewart.
- Meeting adjourned at 8:31 p.m.