



## **Coastal Rowing Committee Terms of Reference**

*September 2023*

### **Purpose**

The Coastal Rowing Committee (CRC) has been established by Rowing BC to support coastal rowing in British Columbia.

### **Responsibilities and Reporting**

The CRC is responsible to:

1. Provide quarterly reports regarding the steps taken to ensure the rowing community in BC benefits from the further development of Coastal Rowing, and on-going role of the CRC;
2. Provide an annual report ahead of the Rowing BC AGM, and present to the membership, as appropriate, on the path of Coastal Rowing in BC.

### **Composition and Terms**

The CRC shall comprise between 4 and 7 persons one of whom shall be a member of the Rowing BC Board. The CRC shall have representation from Rowing BC membership with experience in Coastal Rowing from Vancouver Island, the Lower Mainland and geographical representation from outside of the Lower Mainland or Vancouver Island. The make-up of the CRC shall strive for gender balance. The CRC will identify a chairperson from amongst its members.

### **Meetings**

The CRC will meet as required and when called by the Chairperson. Meetings will be facilitated via conference call.

### **Authority**

The CRC has the authority to:

1. Write reports and recommendations to the Executive Director of Rowing BC;
2. Present a report to the Rowing BC Membership at the Rowing BC AGM;
3. Raise issues to the board, openly or in camera, as required.

### **Budget**

Rowing BC will support the CRC with the means to hold the necessary meetings as determined by the Chairperson. Rowing BC recognizes that some recommendations may require further budgeting considerations to implement.

### **Staff Support**

Executive Director; other Rowing BC staff member