

BRITISH CANOEING SPRINT RACING COMMITTEE



25th September 2020

The Sprint Racing Section's Annual Consultative Meeting

Saturday 17th October 2020 at 18.00

Will be held at **on-line via Zoom**

Dear Club Secretary and/or Sprint Team Leader.

Please circulate the meeting information below to your club committee and anyone who has an interest in sprint racing.

The committee have considered all the current regulations and have reluctantly come to the inevitable conclusion that a gathering such as has been the practice for the last two years cannot take place while observing the current rules on social distancing and providing a Covid safe meeting.

It is hoped that an on-line meeting will make attending the ACM as accessible as possible to everyone interested from around the country. The meeting is open to all with an interest in Sprint Racing. Forms to receive the invitation link and password to join the meeting can be found at the end of this section.

Please do not share your invitation link with anyone else, this will help prevent it being hacked. If someone wishes to attend the meeting, please share the links to the registration forms with them, from where they can receive their own invitation to join the meeting.

The Agenda for the formal meeting is attached plus the 2019 ACM Minutes and some of the reports for the meeting. More papers to read or download will be added to the SRC website <http://canoeracing.org.uk/sprint/annual-consultative-meeting-acm/>

The Annual Consultative Meeting is open to all with an interest in Sprint Racing but only a 'Voting Members Representative' can take part in a vote at the meeting.

- a) A 'Voting Member' is an affiliated British Canoeing, Canoe Wales, Canoe Association of Northern Ireland or Scottish Canoe Association Club who competed in a sprint racing national regatta since the last Annual Consultative Meeting.
N.B: Due to the pandemic there have been no national regattas since the last ACM. Therefore, affiliated clubs who competed between the 2018 and 2019 Annual Consultative Meetings, qualify as the Voting Members for this year.
- b) A Voting Members Representative must be a current BC or a National Association full member.

BRITISH CANOEING SPRINT RACING COMMITTEE



If your club is unable to attend the meeting a 'Voting Member' can vote by proxy. Proxy votes can be used in one of 2 ways. Either by:

- 1) Assigning their proxy vote to another eligible 'Voting Member' whose club representative will vote on behalf of both clubs at the on-line meeting.
N. B. A Club Representative can hold only 1 proxy vote.
- 2) By assigning the proxy vote to the Chair of the Annual Consultative Meeting either to vote, at their discretion, on behalf of the club, or as directed by the club. **N. B.** There is no limit to the number of proxies the Chair can hold.

If you wish to join the meeting as a non-voting member please use [this link](#).

If you are registering a club voting member representative or the assignment of a proxy vote please use [this link](#).

Registrations for the 2020 ACM of a club voting member representative or the assignment of proxy votes must be submitted before **18.00 Wednesday 14th October**.

When joining the meeting

The meeting link will be **open 15 minutes** (17.45) before the start of the ACM business, to allow time for everyone to test their connection and to sign-in before the meeting starts at **18.00**

Please try to join the meeting from a quiet place, away from other family members and pets, to avoid distractions.

All attendees should 'sign in' when they join the meeting using the 'chat' function. Please include your name, club and whether you are your club's voting member representative.

During the meeting, all attendees will be 'muted' to prevent background noise from getting in the way. You can do this yourself using the 'mute' button or the Secretary or Secretary's designate has the ability to 'mute/unmute' if required.

Please use the Zoom 'raised hand' function to indicate that you want to speak. Or you can make comments or ask questions using the 'chat' function (the 'raised hand' and the 'chat' functions will be monitored throughout the meeting).

The 'raised hand' function is found under the Participants tab on the function bar on the bottom of your screen.

BRITISH CANOEING SPRINT RACING COMMITTEE



If you are on your phone, unmute your handset and let the Secretary know that you wish to speak. After this please do not start speaking until asked to do so by the Chair or Secretary.

When you are asked to speak, please start by identifying yourself (name and club).

It is important to us that everyone who wishes to, has the chance to speak, so if you do speak please keep your comments brief and do not interrupt others.

During the meeting there will be times, such as to approve the minutes, when only the voting representatives will be asked to vote via a '**Show of hands**' using the 'raised hand' function.

If you are holding a proxy vote in addition to your club's vote, please indicate this via the 'chat' function during a 'Show of hands' vote.

The election for the Chair and committee members will be via ballot forms emailed to the registered voting representation before the meeting. Each attending (sign-in via **chat**) voting representative will cast the vote during the meeting by submitting the on-line voting form.

Please note it will be difficult for a voting representative to vote if they are only using a phone to dial into the meeting. If a phone is the only connection to the meeting available to a voting member, we suggest the club makes use of the proxy vote.

Kind regards,

Cathy Wynne

Cathy Wynne
Secretary, British Canoeing Sprint Racing Committee