

## Starting a New Rowing Club

To start a club, you need to set up an executive, approve some bylaws, and register with Alberta Registries.

This link [http://www.servicealberta.gov.ab.ca/716.cfm#jm\\_why](http://www.servicealberta.gov.ab.ca/716.cfm#jm_why) will take you to the registries website which has all the information about forming a society (club).

This link <http://www.servicealberta.gov.ab.ca/847.cfm> will take you to the part of the site with links to all the forms that you need. The site also contains a sample set of bylaws that set out the basics for a club. You can amend these, and/or change them. If you would like to see a sample set of rowing club bylaws, you will find the ARA's on our website, on the "What we do" page under "Club Resources".

Once you have formed a club, you then need to register with the ARA and Rowing Canada Avron (RCA). In addition to registering, to become a recognized member of RCA you will need a letter from the Alberta Rowing Association, as you will be a club under our jurisdiction. This letter will be sent along with your initial club registration application.

The Club fee for ARA is \$25.00, and the RCA club fee is \$350.00. This registers the club itself. Then you need to register your members. Membership fees for rowers in the ARA are \$5.00 (recreational) and \$15.00 (competitive). Membership fees for rowers in RCA are \$9.00 (recreational) and \$44.00 (competitive). Recreational means a program with less than 15 on-water sessions and no racing against rowers from any other clubs. The membership fees to RCA provide the insurance coverage for club and individual members.

Registering is easy. The ARA has a registration package that includes excel spreadsheets that can be filled out and e-mailed to the office. There is also a registration summary form that is filled out and mailed with the registration fees to the ARA office. From there the office takes care of the rest, forwarding the necessary monies and names onto RCA to register your club and its members. (All of this information will be sent your new club along with explanations of procedures and how to fill out the forms, when you get to this stage of your development).

Once you've set up your club you're going to need some equipment and training.

When it comes to obtaining equipment the ARA would be able to assist in a number of ways:

- by loaning your club basic equipment until you are able to purchase your own
- by buying the equipment on your behalf and setting up an agreement with your new club outlining that you would pay the ARA on a rent-to-own basis with no interest

The ARA will also assist your club by helping you arrange to bring in qualified people to run coaching/training clinics for your members.

Running a club requires revenues. As an officially registered club you can investigate getting into a bingo hall - as that is a really good source of funding locally, provided you have the numbers to staff the bingo evenings as required. You could also investigate Community Lottery grant monies - for capital expenditures. As well, running Learn-to-rows can be a good revenue generator. Call us and we can explain what is involved with these different ventures.

The ARA has a Casino and the clubs are encouraged to send people to staff the Casino shifts - with those shifts earning a portion of the funds that are generated from the Casino. The next scheduled Casino will be Spring 2011.

This is a general start-up plan.

It is very exciting that you are thinking about setting up a club! Please do not hesitate to contact us for further information or help.