



MINUTES

General Committee Meeting Tuesday 15 April 2008 at 6:00pm At Pennington

1 OPEN MEETING – 6:15PM

2 PRESENT: Committee members: John Holland, Marie Cunningham, Jennifer Bould, Mick Burrige, Ashley Allchurch, Tim Monson, Steve and Julie Clinch

3 APOLOGIES: Nil

4 MINUTES OF PREVIOUS MEETING 11 MARCH 2008 ACCEPTED AS A TRUE AND CORRECT RECORD.

Moved: Ashley Allchurch

Seconded: Mick Burrige

Carried

5 ACTION ITEMS

| | |
|----|---|
| 01 | Actioned. Officials course being organised for June. Clubs to be advised that Nationals will be held in Adelaide in 2010 and this course would be of benefit to those who wanted to participate as an official. |
| 02 | Actioned. Manuals printed for course. |
| 03 | Ongoing. Position description for Race Chair to be written. |
| 04 | Actioned. Changes to Strategic Plan sections 2&4 reviewed. |
| 05 | Actioned. Missing cheque found by AusDBF. |
| 06 | Adelaide City Council event was cancelled in the end due to insufficient paddling equipment and personnel to manage event on the day. Apology to be sent to ACC. Action: John |
| 07 | Actioned. Regulation #25 on difference between corporate and social paddles written and reviewed. |
| 08 | Ongoing. Board to come up with policy on eligibility requirements for state championships. Noted that the Chinese New Year race in 2009 would be held at West Lakes and as a separate event. |
| 09 | Actioned. ASA invoiced for insurance for boat/trailer. Waiwilita to be invoiced for insurance on outrigger. Action: Treasurer |
| 10 | Withdrawn. Trolleys cannot be made out poly. |
| 11 | Ongoing. NAB cup yet to be located. |
| 12 | Ongoing. Constitution to be reviewed. |
| 13 | Ongoing. Chinese Association to be approached for another source to arrange blessing of boats. |
| 14 | Actioned. Portfolio holder position descriptions written. |
| 15 | Ongoing. Sport SA reviewing policies still. |
| 16 | Actioned. Anemometer purchased. |
| 17 | Ongoing. Quote for 3 x new boats being sourced. |
| 18 | Ongoing. Policies 3&4 to be reviewed by Board. |
| 19 | Actioned. DJ organised for end of season dinner. |
| 20 | Ongoing. Follow up with Chris Herman options to download team results instantaneously. |

6 KIM STRONG – DEVELOPMENT OFFICER APPLICATION

Agreed to appoint Kim Strong as Development Officer for an initial trial period. Payment terms to be agreed upon with Kim. Suggested \$1000 to organise University Challenge and \$2000 for the Port Pub Challenge and Corporate Challenge.

Action: John

7 BUSINESS ARISING FROM PREVIOUS MINUTES

(a) Policy review #11-15

The following policies were reviewed and ratified.

| | |
|----|--------------------------------|
| 11 | Starts & Starting Procedure |
| 12 | Protocol for Race Day Disputes |
| 13 | Appeal Process |
| 14 | SOP Lifting Equipment |
| 15 | Publicity |
| 25 | Padding & Event Policy |

(b) Strategic plan- review of sections 3&5

Agreed to contact Sport SA for them to promote forthcoming Officials course being held 21st June and availability to any interested participants.

Action: Marie

Award to be presented at the end of season dinner to the “best” volunteer of the 2007/8 season. Clubs to be asked to rate all volunteers on a scale with winner to be awarded prize.

Action: Marie

(c) End of season 2008 dinner – update

Arrangements proceeding with menu set and DJ booked. Guests to be invited.

Trophies to be organised and collected from boatshed to ascertain whether they need to be refurbished and what new trophies are required.

Action: Mick/John

(d) Race eligibility

For discussion prior to next season.

(e) Officials course update

Agreed to set date at 21st June and clubs to be advised.

Action: Marie

(f) Review of composition of social teams

Noted in NSW that if a corporate or social team won their championship for two years in a row they were no longer able to compete at that level and had to move up.

Brief discussion held on whether more rigid rules were required for social paddlers. Consideration to be given in future for the structure of social categories and what restrictions were to be placed on that category.

8 FINANCIAL REPORT – APR

DBSA TREASURER'S REPORT FOR THE MONTH OF

April

2008

| | | | | | |
|----------------------------------|----------|-----------|--------|----|-------------|
| BANK BALANCE AS @ | 1-Apr-08 | ACCOUNT 1 | | | \$20,052.81 |
| less total unrepresented cheques | | | | | |
| | | # | 141462 | \$ | 40.00 |
| | | | 141515 | \$ | 27.43 |
| | | | 141538 | \$ | 2,230.00 |
| | | | 141543 | \$ | 11.55 |
| | | | 141576 | \$ | 675.00 |
| | | | 141579 | \$ | 44.00 |
| | | | 141580 | \$ | 915.95 |
| | | | 141583 | \$ | 50.00 |

| | | | |
|--------|----|--------|--------------------|
| 141584 | \$ | 349.95 | |
| 141589 | \$ | 174.85 | |
| 141591 | \$ | 150.00 | |
| 141592 | \$ | 18.38 | |
| 141593 | \$ | 300.00 | <u>\$ 4,987.11</u> |
| | | | \$15,065.70 |

BANK BALANCE AS @ 31-Jan-08 ACCOUNT 2 \$ 0.76
Less total unrepresented cheques \$ -

BANK BALANCE AS @ 31-Mar-08 ACCOUNT 3 \$12,506.91

Term deposit \$20,000.00

ACCOUNTS PAYABLE

ACCOUNT 1

| | | | |
|-------------------------------|-----------|-------------|-------------------------|
| Admin Focus | | \$ 635.94 | |
| SA Canoe | shed rent | \$ 2,124.37 | |
| Telstra | | \$ 24.95 | |
| Scarlet Skunk Marine Services | | \$ 88.00 | already paid by deposit |
| Water Warriors | | \$ 50.00 | |
| Powerd Play promotions | | \$ 60.00 | |
| J Holland | | \$ 635.92 | |
| Sport SA | admin fee | \$ 400.00 | |
| Able 2 promotions | smedals | \$ 3,882.20 | |
| Starlight Foundation | donation | \$ 1,250.00 | \$ 9,151.38 |

ACCOUNT 2

MONEY RECEIVED

credit interest account #3 \$ 73.15
Registrations A Sdragons country reg \$60, Blade Runners 5 reg \$ 550, Bdragons 1 reg \$110
Pt Lincoln Dragons Abreast 30 country \$1800
corporate event SACOME \$ 1825, Flight Training centre \$2175
Torrens race fees \$ 960 (W Warriors, SADA, B Dragons, A Sdragons, Dragonfly)

Motion to accept and pay accounts on Account 1

Moved: Jennifer Bould

Seconded: Steve Clinch

Carried

9 PORTFOLIO REPORTS

(a) Participation and Development – Julie Clinch

Nil report.

(b) High Performance – Steve Clinch

State team results:

- Masters Women – Silver
- Grand Dragons Women – Silver
- Grand Dragons Mixed - Silver
- Masters Open - Bronze
- Masters Mixed - Bronze

SA finished third overall.

State tops arrived in WA on Thursday morning of nationals. Agreed that those that only trained for the squad to receive a training top and those that competed to be issued a race shirt (if not already) and to be invoiced accordingly. Race shirts available for purchase to anyone else.

(c) Racing – Mick Burridge

State title arrangements were the discussion of the last meeting.

(d) Maintenance – John Holland

Noted some of the heads on the Champion Boats missing tentacles. Hole noticed in side of Champion boat to be checked for repair.

(e) Administration – John Holland

Nil report.

(f) Funding and relationships – Tim Monson

Tim advised:

- Final report on rowing course to be produced within one month
- Aim is to attain Level 2 status for rowing
- OR&S to negotiate user agreement with three users
- Course will not be permanent and there will be a cost to set up and pull down the course

Agreed that consultation would be necessary with other users when setting race program to minimise cost to set up and pull down the course in future.

(g) Volunteers – Ashley Allchurch

Application for government grant to be submitted by 30th July.

Action: Ashley

At least three clubs independently expressed appreciation in the task list provided for volunteers this season. List to be expanded at next Race Committee meeting.

10 AUS DBF REPORT

(a) Update

New AusDBF committee elected at the AGM. John Holland did not stand for any positions.

John Holland advised that the contract with Eyede for the database had been cancelled and access to it removed. AusDBF sourcing another contractor to provide service. Agreed however that SA would look at sourcing suitable entity to provide this service locally.

Action: John/Marie

11 SECRETARY'S REPORT

Correspondence in:

| | | | | |
|----|----------------|--------|----------------------------|---|
| 1 | Newsletter | 20-Mar | Sport SA | Cyber Sport |
| 2 | Newsletter | 04-Apr | Sport SA | Cyber Sport |
| 3 | Letter | 14-Mar | Adelaide City Council | Adelaide Park Lands Management Strategy |
| 4 | Email | 1-Apr | Sport SA | Notice of General Manager's Meeting 24 Apr 08 |
| 5 | Bulletin | 27-Mar | Sport SA | Volunteering SA EBulletin |
| 6 | Email | 27-Mar | AusDBF | Map of 2008 Sinosteel Sunsmart ADBF Championships |
| 7 | Email | 27-Mar | AusDBF | Supplements |
| 8 | Email | 16-Mar | Dragons Abreast Pt Lincoln | Application for club membership of DBSA |
| 9 | Email | 28-Mar | Black Dragons | Recent DBSA letter re 17/2 Race Day |
| 10 | Letter | 4-Apr | Sport SA | Active Club Program – May 08 Funding Round |
| 11 | Letter | 8-Apr | Fisher Adams Kelly | Registered Trade Marks – Dragons Abreast |
| 12 | Purchase Order | 13-Mar | Adelaide City Council | Event for 9/4/8 |

| | | | | |
|----|-----------|--------|--------------------|--------------------------------|
| 13 | Statement | Feb | Bank SA | 17/2/8 – 16/3/8 statement |
| 14 | Invoice | 17-Mar | The Pontoon People | Reattachment of 2 buoys - \$88 |
| 15 | Invoice | 21-Apr | Telstra | Phone number- \$49.90 |
| 16 | Email | 14-Apr | AusDBF | Announcement of new Board |

Correspondence in:

| | | | | |
|----|--------|-------|---------------------------|---|
| 17 | Letter | 2-Apr | Jane Carey/Karen Crossman | Confirmation of selection for State Squad |
|----|--------|-------|---------------------------|---|

Motion that the Secretary's report be accepted

Moved: Steve Clinch

Seconded: Tim Monson

Carried

12 NEW BUSINESS

(a) Dragons Abreast Pt Lincoln – membership application

Motion that membership application from Dragons Abreast Pt Lincoln be accepted.

Moved: Tim Monson

Seconded: Steve Clinch

Carried

Action: Marie

(b) Fisher Adams Kelly letter re Dragons abreast - trademark

Letter received from above lawyers requesting DBSA cease using the term Dragons Abreast. This was discussed and agreed letter of response would be sent advising that this would no longer occur

Action: John

(c) Reduction in participation fee (end of season)

Agreed to reduce participation fee to DBSA for any new participant after the state titles for the remainder of the 20078 season as follows:

- Full registration - \$50
- Junior /concession registration - \$35

Action: Marie

(d) Presidents forum date

Scheduled for 13 May 2008 after the Board meeting.

Action: Marie

(e) Nationals report

John Holland advised that the Asian Championships were able to be bid for by Australia however SA would not as it was not considered financially viable.

Both SA clubs did well with Adelaide Sea Dragons being fourth in the country overall.

(f) Coaches course - update

Scheduled for 17-18 May from 9am-5pm. Lunch to be provided. John Holland to check on audio visual requirements of presenter.

Action: John

(g) Black Dragon's response re breach of Code of Conduct

The response was tabled and noted.

13 ANY OTHER BUSINESS

(a) Jennifer advised that the amount of \$1250 would be paid to Starlight Foundation as the nominated charity by teams competing in the Corporate Challenge.

(b) John Holland advised that the black trailer was defected and was currently in Port Pirie. Noted that there were numerous defects and it was agreed that a quote would be obtained to repair trailer fully.

Action: John

14 NEXT MEETING

The next committee meeting is scheduled for Tuesday 13th May 2008 at 5:30pm at Sport SA to be followed by the Presidents Forum.

15 CLOSE OF MEETING – 9:20pm

Signed: _____
Chairperson

Date: ____/____/____