



MINUTES

General Committee Meeting Tuesday 17 March 2009 at 5:30PM At Sport SA, Military Road West Beach

1 **OPEN MEETING – 5:38PM**

2 **PRESENT:** Board members: John Holland, Jennifer Bould, Chris Wood, Rod McGuinness, Steve and Julie Clinch

3 **APOLOGIES:** Susie Stoddard

4 **MINUTES OF PREVIOUS MEETING 5 FEBRUARY 2009 ACCEPTED AS A TRUE AND CORRECT RECORD**

Moved: Steve Clinch

Seconded: Chris Wood

Carried

5 **ACTION ITEMS**

01	Actioned. Nomination of Jennifer Bould for John Taylor Memorial Award circulated for Board comment and submitted to AusDBF.
02	Actioned. Club entry form amended to include "referred task for race day volunteer".
03	Actioned. Task list amended to include Path Monitor (Torrens) and Parking Monitor (West Lakes).
04	Actioned. Clubs advised of parking options for race days and training.
05	Actioned. Ceduna have placed order for new dragon boat. Requested to pay \$6,500 deposit but to be increased to \$7875. Action: Chris
06	Withdrawn. Decision made to include future profit taking from 2010 Nationals to purchase 2 x new boas to be included in draft budget to AusDBF.
07	Ongoing. Chris Wood advised Blackwoods has been contacted and invoice had been sent to Sydney office for payment.
08	Ongoing. Steve Clinch to provide to John Holland drawing of where ropes are to be placed for inclusion in policy on 'securing ropes to Morphett Street Bridge'. Action: Steve
09	Ongoing. Draft AusDBF constitution being revised by Julie Clinch. John Holland to send email advising unavailable for AusDBF meeting on 19/03/09. Action: John
10	Ongoing. Volunteering SA membership renewal form to be submitted along with payment.
11	Actioned. Clubs sent reminder to submit any feedback to AusDBF's proposed One Club Policy.
12	Actioned. Presidents Forum scheduled for tonight.
13	Actioned. Sport SA advised of support for Volunteer Award gala dinner.
14	Ongoing. Policy for Volunteers award yet to be written.
15	Ongoing. State championship eligibility policy to be reviewed and discussed further in this meeting re programming aspect.
16	Ongoing. Club corporate paddle breakdown to be provided.
17	Ongoing. Reminder to be sent to clubs for AusDBF Marketing & Sponsorship vacancy and to be included in DragonsBreath. Action: Chris/John Jennifer Bould advised that Maria Darby had agreed to be the representative on the National Steering committee for Risk Management and that they had both recently undertaken training on this.
18	Ongoing. Storage space/shed to be sourced.

ACCOUNTS PAYABLE

ACCOUNT 1

Admin Focus	Secretarial	\$ 855.47		
Pete Smith	Maintenance	\$ 190.05		
Jennifer Bould	Envelopes/battery/film	\$ 112.59		
Telstra		\$ 80.59		
Scarlett Skunk Marine Services		\$ 88.00		
Australia Post	PO Box rental	\$ 190.00		
Volunteering SA	Subscriptions	\$ 49.50		
Blue Water Raiders	DB repairs	\$1,140.00		
John Holland	Repairs	\$ 22.80		
Tony Tildesley	Repairs	\$ 78.79		
Helen Lewis	DFO	\$4,000.00		
Subsonix	Trophies	\$ 30.00		
Adelaide City Council		\$ 101.70	already paid	
Sea Rescue		\$ 300.00	already paid	\$ 6,683.79

ACCOUNT 2

MONEY RECEIVED

Credit interest account #3	\$ 67.29
Membership	\$1,835.00

John Holland advised that he had located in the boatshed about eight 2-way radios which require batteries for use. It was suggested that these be made available to clubs for hire on race day for \$10 fee and Presidents would be advised of this during the Presidents Forum. Radios to be checked first by John.

Action: John

Jennifer Bould advised of invoice submitted by Subsonix for reimbursement for engraving for Torrens trophies for the previous season. Agreed to reimburse accordingly.

Membership support form received from Terry Caldow for 1 year of support from MYOB for the amount of \$300. Suggested not required and that Patrick Doogue should be contacted for confirmation.

Action: Jennifer

Cappuccino Queen to be requested to provide breakdown of takings for the season so that 5% can be invoiced.

Action: Chris

Motion to accept and pay accounts on Account 1

Moved: Jennifer Bould

Seconded: Julie Clinch

Carried

8 PORTFOLIO REPORTS

(a) Participation and Development – Julie Clinch

John Holland received request from Venture Holidays for event to be held in October/November for approximately 220 people on the River Torrens during their conference. Sweeps and drummers would be required.

(b) High Performance – Steve Clinch

Meeting between State team coaches and HP manager set for 8pm on Friday 20 March to set policy for state team selection and to identify and set priorities for future events. The assignment of paddlers to teams would also be reviewed at this meeting.

Action: HP

Board was comfortable with instructing High Performance Manager and State Coaches to submit the strongest Grand Masters Team first and then to work back from there with regard to team selection.

Issue of outstanding monies from last season for state tops discussed and agreed to raise again at Presidents Forum.

Action: John

(c) Maintenance – John Holland/Rod McGuiness

Nozzles broken for water hose to be replaced.

(d) Administration – John Holland

Nil report.

(e) Funding and relationships – John Holland

Nil report.

(f) Volunteers – Sue Stoddard

Nil report.

(g) Racing – John Holland

- John Holland advised nominations had been sent out to clubs for entries for state championships and the program would be circulated the following week.

Power Blades had sought consideration from DBSA to enter a Masters Open 20s 200m team as it was a live category. They had raced it once during the season and on the second occasion the race was withdrawn as there were only two entries.

The request was considered and agreement given.

The program would be circulated early next week.

- Agreed Racing Committee meetings would continue through the off-season and be scheduled monthly on alternate Wednesdays and Thursdays. Opportunity would be taken to run training sessions on setting race program. Schedule of meeting dates to be circulated.

Action: Marie

- With regard to Racing Committee Minutes of 3 March John Holland advised that it was incorrect when it noted that he had erred in “advising clubs after the Chinese New Year event that the categories raced during this event counted towards qualification for state championships” as this was what had been agreed by all clubs.

Agreed to remind clubs of this at the next Racing Committee meeting.

Action: Marie

9 AUS DBF REPORT

**(a) Update
Update**

With regard to approval sought from AusDBF to expend \$45,000 on a series of Dragon Boating promotional/educational DVDs we are in agreement with WA and cannot justify the expense at this stage. We feel that the expense is too high.

10 SECRETARY’S REPORT

Correspondence register to be tabled separately.

Marie Cunningham advised registration form and payment had been received from Ben Calcraft (Black Dragons) with clubs nominated as Black Dragons and Blade Runners. Agreed to raise this at Presidents Forum to ascertain if Ben had paid for membership with Black Dragons or had a clearance approved. Noted he was not seeking approval to race with Blade Runners but only to train with them.

Action: Marie

Motion that the Secretary’s report be accepted

Moved: Chris Wood

Seconded: Julie Clinch

Carried

11 NEW BUSINESS

(a) Promo DVD - AusDBF

Discussed previously.

- (b) **State Team composition**
Discussed previously.
- (c) **State Titles – 28&29 Mar 09**
To be discussed at Presidents Forum. Noted that Aquatic Reserve tentatively booked for 4&5 April as backup.
- (d) **Mildura Masters Games – 15&16 Aug 09**
Chris Wood advised organisers were producing entry book and would send draft copy for review of the dragon boating component. DBSA willingness to provide infrastructure for event advised to organisers.
- (e) **Participation fee reduction after state titles**
Agreed that the following formula would apply in future each season for discounted registration fee after state championships:
- 50% reduction of total fee rounded down to nearest \$5.
- Clubs to be advised at Presidents Forum.
Action: John
- Registration form to be redesigned and circulated to clubs.
Action: Marie
- (f) **Parking complaints**
Chris Wood to circulate email from Council again to clubs re parking in side streets and to remind clubs at Presidents Forum of general parking restrictions.
Action: Chris
- (g) **2010 Australian Championships – Adelaide**
Noted planning in place.
- (h) **Effective Governance for Women – Sport SA**
John Holland advised of course being run by Sport SA on Effective Governance for Women on 26/03/09 at a cost of \$27.50 each and places available for female Board members. Chris Wood and Julie Clinch agreed to attend.
Action: Chris/Julie
- (i) **Wallaroo Dragon Boat event – April 2010**
John Holland advised that a dragon boat event was being planned for Wallaroo in April 2010 and that they were applying for a government grant and seeking assistance from DBSA to coordinate event. ASA had been promoting the sport in Wallaroo.
- Noted that DBSA would not be in a position to assist at this time due to Masters Games in Port Pirie and Nationals being held shortly thereafter. Suggested that May would be more suitable.
- (j) **Sandy Douglas – Black Dragons**
Request received from Black Dragons for consideration to be given to waive the 8 race requirement for Sandy Douglas to maintain sweep accreditation due to special circumstances.
- The waiver was approved under extenuating circumstances. Club to be notified.
Action: John
- (k) **Thanks Coach, Thanks Official Breakfast – Brett Maher (24/04/09)**
John Holland advised that this breakfast was available for any Board member to attend. This was declined as most members would be at the Nationals. Agreed that Marie Cunningham could attend and clubs would be invited at the Presidents Forum.
Action: John
- (l) **Independent Sport Panel Forum**
John Holland advised that the government was currently undertaking an enquiry on delivery of sport in Australia and would be seeking input from community groups at a public forum in Adelaide in May. Invitation to be circulated to clubs.
Action: John

12 ANY OTHER BUSINESS

- Julie Clinch advised of request received from Mavis Gibbes (Blue Water Raiders) for dispensation to be given to requirement to sweep 8 races a year to maintain their sweep accreditation due to their being based in the country and inability to attend DBSA race meetings in Adelaide on a regular basis.

John Holland said he would advise them of the requirement to keep a log book instead.

Action: John

- John Holland advised of agreement reached at the January Board meeting to include items of the strategic plan for review at each meeting as part of the meeting schedule. Agreed to commence this at next meeting.

Action: Chris

- Request received from Blue Waters for DBSA to consider scheduling the Around the Island race in future on Saturdays as they would then be able to travel to compete on the weekend.

Agreed to seek feedback from clubs at the Presidents Forum.

Action: John

13 NEXT MEETING

The next committee meeting is scheduled for 8PM on Wednesday 15 April 2009 at the Port Dock Brewery Hotel.

14 CLOSE OF MEETING – 7:30pm

Signed: _____
Chairperson

Date: ____/____/____