



MINUTES

Board Meeting

Tuesday 18 AUGUST 2009 at 5PM
At Port Dock Brewery Hotel Port Adelaide

1 OPEN MEETING – 5:15PM

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

3 APOLOGIES: Nil

4 MINUTES OF PREVIOUS MEETING 14 JULY 2009 ACCEPTED AS A TRUE AND CORRECT RECORD

Moved: Rod McGuinness **Seconded:** Susie Stoddard **Carried**

5 ACTION ITEMS

01	Actioned. Email sent to clubs seeking expressions of interest for Coaches Level 1 course.
02	Ongoing. Quote to be obtained from Largs Pier Hotel and Lakes Hotel to compare prices and services to hold AusDBF meeting on 21&22 Nov 09. To be circulated to Board by 1/9/9.
03	Ongoing. Included in venue for dinner as part of #2 above.
04	Actioned. Registration paperwork for 2009/10 forwarded to clubs.
05	Actioned. 2009/10 race program posted to website.
06	Actioned. New Club Manual posted to website.
07	Actioned. Rod to follow up with Horatio maintenance on dragon boats.
08	Actioned. Nil interest to Thanks Coach, Thanks Official breakfast invitation.
09	Ongoing. Julie Clinch to follow up club response to issue with Dragon Fly in order to rectify.
10	Actioned. Email circulated to clubs seeking volunteers for Masters Games in Mildura.
11	Ongoing. Susie Stoddard advised she is waiting on Holdfast City Council to respond with regard to holding Proclamation Day event on the Patawalonga.
12	Ongoing. Wallaroo Boat Show organisers have offered \$800 as prize money for event on Sat 24 Oct 09. Clubs to be advised and proposed race course layout to be obtained. Action: Chris/John Noted Pub Challenge would most likely be held at Aquatic Reserve this year.
13	Actioned. Strategic Plan items placed on agenda for review each meeting.
14	Ongoing. Criteria for Volunteers award to be finalised and circulated to Board.
15	Actioned. Corporate paddle breakdown provided for 2007/8 with 2008/9 to follow.
16	Ongoing. WADA Drugs in Sport policy has been received from AusDBF with link to be placed on website and document forwarded to clubs.
17	Ongoing. P&D to place organisation of Regional Masters Games event at Mt Gambier on agenda and to follow up with suitable contacts to assist.
18	Ongoing. Suitable venue for storage and office to be sourced with discussions to be held with Gary Johansson for possibilities. As an aside brief conversation held on holding a season launch combined perhaps with the AGM/Awards dinner.
19	Ongoing. John Holland to follow up status of shed being built on the Patawalonga with Martin Finn.
20	Ongoing. Quote for redesign of website to incorporate reformatting of policies into sections.
21	Actioned. John Holland advised of recent modifications to website with Board position descriptions replaced with previous version which is more succinct.
22	Ongoing. Amendments to criteria etc for appointment of State Team Coaches were discussed with revised policy to be circulated. Action: Steve/Marie

23	Ongoing. Form for paddlers competing at nationals and overseas events to be circulated to Board for initial feedback.
24	Ongoing. Quote obtained already for redesign of website to be circulated to Board.
25	Ongoing. P&D committee to look at Strategic Plan #2.1 Email to be sent to clubs reminding them to advise of P&D representative. Action: Chris
26	Actioned. Helen Lewis to provide update of activities for next meeting. Action: Chris
27	Ongoing. Michelle Ingrams (OR&S) to be contacted to assist with arranging review workshop for clubs to inform them of their responsibilities. Action: Chris
28	Ongoing. Strategic Plan #2.7 to be placed on P&D committee agenda and prioritised.
29	Ongoing. Strategic Plan #2.8 to be placed on P&D committee agenda and prioritised.
30	Ongoing. First Aid course with Royal Life Saving to be promoted once Coaches course date has been set.
31	Actioned. Council followed up re noise complaint issue and advised that it was unlikely was caused by DBSA due to no events being held at that time and request placed for further details such as date/time etc. to be provided in future.
32	Actioned. Race day template posted to website.
33	Actioned. Race program posted to website.
34	Ongoing. Chris to circulate to Board proposed wording for "paddler who approaches a club for a transfer" (how best to deal with this).
35	Ongoing. The breakdown to be paid to volunteers for "normal priced" corporate events was reviewed and agreed that \$25 per hour with a minimum of 2 hours to be paid would apply in future. Clubs to be advised. Action: Chris

6 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil.

7 FINANCIAL REPORT – AUGUST

DBSA TREASURER'S REPORT FOR THE MONTH OF AUGUST 2009

BANK BALANCE AS @ 1-Aug-09 ACCOUNT 1 \$19,991.37

#	141729	\$272.46
#	141730	\$ 41.48
#	141731	\$ 41.48

\$ 355.42

\$19,635.95

BANK BALANCE AS @ 1-Aug-09 ACCOUNT 2 \$ 0.76

Less total unrepresented cheques

Nil

BANK BALANCE AS @ 1-Aug-09 ACCOUNT 3 \$ 1,577.14

ACCOUNTS PAYABLE

ACCOUNT 1

Admin Focus	Secretarial	\$ 974.44
Jennifer Bould	Postage	\$ 11.00
		\$ 985.44

Cash balance Acct #1 \$19,635.95

Cash balance Acct #3 \$ 1,577.14

TOTAL \$21,213.09

ACCOUNT 2

Nil

MONEY RECEIVED

Credit interest account #3	\$ 18.05
StEP grant	\$15,000.00
City of Charles Sturt	\$ 400.00
Cappuccino Queen	\$ 156.00
Cash back on printer	\$ 20.00

Motion to accept and pay accounts on Account 1

Moved: Jennifer Bould

Seconded: Julie Clinch

Carried

8 STRATEGIC PLAN REVIEW

Section 4 - Participation

4.1 Establish a boat storage facility at Mawson Lakes

Contact established to follow up.

4.2 Gain paddlers from other sports as an off-season sport

To be placed on P&D committee agenda for follow up.

4.3 Review of Induction Manual

The review has been completed with the manual posted to the website.

4.4 Assist the establishment of new teams

Continual process with two new teams forming in 2008/9 and a proven record of new clubs forming.

4.5 Establish a community event in the Riverland

Successful and profitable Regional Masters Games event held in Mildura in August. Request received from organisers to participate again in Naracoorte in 2011 event as proved to be very popular.

Remark to be considered for future events.

4.6 Continue development of dragon boating on the West Coast

Smoky Bay to be next location for team to be established with Port Pirie also to be followed up.

4.7 Establish a dragon boat presence in the South-East...

Being followed up initially in Mt Gambier and now Naracoorte.

4.8 Increase junior involvement in the sport

P&D Committee to progress. Board Members following up with schools direct to form a junior crew to compete at the Nationals in Adelaide in 2010 with outcome to be advised to P&D Chair.

9 AUS DBF REPORT

9.1 AusDBF High Performance Sub-Committee

AusDBF to be advised that John Holland would be the SA representative to this committee with Steve Clinch to be the alternate.

Action: Chris

9.2 Australian Team Flag Bearer - Prague

Response to be given that the team members themselves would be the most appropriate people to appoint flag bearer due to familiarity with nominees.

Action: Chris

9.3 12th IDBF Member Congress – Prague 29 August

AusDBF to be advised of no major issues with any of the proposed rule changes.

Action: Chris

10 SECRETARY'S REPORT

The incoming and outgoing correspondence register will be forwarded separately.

Chris Wood tabled an Incident report from Adelaide Sea Dragons advising of a collision on 8/8/9 with a double scull on the AM Ramsay course. There was no damage to the dragon boat however slight damage to the scull. Noted scull was at fault and course users are to be reminded to use the transit lane when heading south on the course.

Invoice from Volunteering SA for membership to be verified before payment.

Action: Chris

Julie Clinch reported that Blade Runners were requesting to change their training from the Tuesday night to Wednesday night.

Action: Chris

The email received from Canoe SA about recent issues/activities at the shed was tabbed and discussed. Report of broken skylight to be made.

Action: Chris

Motion that the Secretary's report be accepted

Moved: Jennifer Bould

Seconded: Julie Clinch

Carried

11 NEW BUSINESS

(a) Mildura Masters Games Debrief

Noted again that this event was a success with eight teams competing. Initial weather conditions in the morning were ideal prior to a change in the afternoon with some sweeps having difficulty in the windy conditions.

Participant feedback was positive with coordinator seeking DSBA involvement again in 2011.

Media coverage received from WIN TV and sufficient content for a newspaper article obtained.

Unfortunately Steven Holt received a fine when towing the trailer which would be initially appealed and DBSA would reimburse if required. Marie Cunningham advised that there may some possibility of appealing this and would check with Peter Carr what had happened with a similar appeal by the outriggers when issued recently with a fine upon return from an event.

Action: Marie

John Holland suggested DBSA should consider purchasing a new trailer for the dragon boats which would be roadworthy as Adelaide Sea Dragons had recently purchased one for approx. \$8200 which made towing of the dragon boats a much simpler process.

(b) Date for next Presidents' Forum

Next Presidents forum scheduled for 8pm on Tuesday 8 September 2009 after the Board meeting at Sport SA subject to availability of Treasurer.

Action: Chris

(c) DBSA AGM – Wed 19 Aug 09

The AGM portfolio reports and financial report to be circulated to clubs after this meeting.

Action: Chris

Motion that Rick French be appointed to fill the casual vacancy position of Vice-President.

Moved: Julie Clinch

Seconded: Steve Clinch

Carried

Action: Chris

12 ANY OTHER BUSINESS

➤ Email to be circulated to clubs seeking expressions of interest ASAP for volunteers to assist with the Nationals being held 22-25 April 2009 and to nominate 2 representatives to assist as required on setting up of the course.

Action: Chris

➤ Protocol for use of new course to be drafted and circulated to clubs.

Action: John

➤ Agreed 'early bird discount' for registration next season to be brought forward to end of August.

➤ Approval given to Blade Runners request to organise the Around the Island race barbeque this season along with officiating the event.

➤ The start for the Around the Island race for teams would be either a 'standing' or 'rolling' start with teams not able to cross the line until their 2 minutes had lapsed.

- Adelaide Sea Dragons to be allocated coordination of first race day along with Blade Runners to give Adelaide Phoenix more time to prepare.
- Chris Wood to check availability for Racing Committee meeting on Thursday 20 August to be DBSA representative.
Action: Chris
- Steve Clinch asked if a letter of thanks could be sent to the Port Dock Brewery Hotel for kindly opening up prior to their opening time so that the state coaches workshop could be held.
Action: Chris
- Discussion held on some of the outcomes of the state coaches meeting. Noted clubs to be advised of extension to be given for submission of applications for state team coach positions due to insufficient number of applications received to fill the positions.
Action: Steve
- Thanks were passed to Rod McGuinness for his contribution on the Board upon his departure as Vice-President.

13 NEXT MEETING

The next committee meeting is scheduled for 5:30PM on Tuesday 8 September 2009 at Sport SA and to be followed by Presidents Forum at 8pm.

14 CLOSE OF MEETING – 8:15PM

Signed: _____
Chairperson

Date: ____/____/____