



# MINUTES

## Board Meeting

**TUESDAY 17 NOVEMBER 2009 at 8PM**  
**At Port Dock Brewery Hotel, Port Adelaide**

**1 OPEN MEETING – 8:10PM**

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

**3 APOLOGIES:** Patrick Doogue

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

**Moved:** Steve Clinch

**Seconded:** Chris Wood

**Carried**

**5 ACTION ITEMS**

01	Actioned. Noted resignation received from Sue Stoddard. Names were put forward for suggestions of possible candidates to be followed up to ascertain level of interest in Board appointment.
02	Actioned. Sport SA venue booked for AusDBF meetings 21&22 Nov. To be booked also for the Nationals Managers meeting at 4pm and AGM at 6pm on Wed 21 April 2010. <b>Action: Chris</b>
03	Ongoing. Noted mix up with AusDBF on arrangements for Coaches course. Revised date to be proposed by AusDBF and then followed up with Ian Peters (QDBF).
04	Actioned. Draft job specification for Executive Officer position tabled with minor amendment suggested.
05	Ongoing. As part of Strategic Plan 1.2.2 – update Board portfolio descriptions on website.
06	Ongoing. Each portfolio to alternate in providing content to Sport SA for next edition.
07	Ongoing. Policy for procedure for payment of race fee to be written.
08	Ongoing. Not known if registration sticker has been applied to trailer.
09	Ongoing. Boatshed key to be provided to Patrick Doogue.
10	Ongoing. 5 x boatshed keys to be ordered.
11	Actioned. Marshalls advised when checking ID cards to request that they be held up.
12	Ongoing. Volunteering SA paperwork to register for volunteers to be completed.
13	Actioned. Sport SA requested to include DBSA on their volunteers sought database.
14	Actioned. Mick Burridge advised of Board's uncertainty as to how Subsonix could retrospectively withdraw his life membership.
15	Actioned. Sweeps exemption advised to Clive Grant.
16	Actioned. Clubs advised that: Racing in 1 x 20s race meet automatically qualifies a country club to race in all categories over all distances at the state championships. If a country club only participates in a 10s race meeting then they will only qualify for the categories raced on that day.
17	Ongoing. Further details to be provided on cause of David Bradley's incident at Torrens boatshed.
18	Actioned. Steve Clinch advised that he attended a weekend training session in Port Lincoln for about 40 members. There appeared to be some confusion amongst attendees as to why they were there and how they would train for state team selection leading up to the event and also on the number of training sessions to be provided to them by DBSA. There was an assumption that there would be multiple training sessions provided to them. Steve Clinch addressed all the issues raised with them and advised that this was currently the only intended training session and that they would be provided with a training program and that there would be no automatic selection in the state team for sweeps, drummers and paddlers.

	Ergos were undertaken along with training on the water. Noted that the sweeps had not completed their written test for provisional status which was to be followed up by them.
19	Actioned. Details re Wallaroo event circulated.
20	Ongoing. Approval given to ASA (Copper Coast) to loan one of the dragon boats at Paint Supplies and a loan agreement similar to that with SADA would be entered into.
21	Ongoing. John Holland noted generator had been purchased. Agreement to source quote for two trailers (one for equipment and one to replace old trailer) along with a trailer (6x4) for Blade Runners.
22	Actioned. Advertisement re state team training, ergos and managers required circulated.
23	Ongoing. First Aid Course with Royal Life Saving to be coordinated.
24	Ongoing. To include in clearance policy wording along the lines "approach to follow when contacted by a paddler for a transfer from another club"
25	Withdrawn. Request to Susie to provide copy of work undertaken to date on volunteers awards.
26	Ongoing. Post link to AusDBF website once Drugs in Sport policy posted.
27	Ongoing. Provide 2008/9 corporate paddle breakdown.
28	Ongoing. Suitable venue for office, storage etc to be sourced.
29	Ongoing. Status of shed at Patawalonga ongoing.
30	Actioned. Forms for paddlers to complete that are competing at Nationals and overseas representing DBSA posted to website.
31	Ongoing. Website company to provide quote for revamp.
32	Ongoing. Thanks to be extended to Maria Darby for her contribution on AusDBF Risk Management Sub-committee.
33	Ongoing. Names received of P&D representatives and meeting now to be scheduled.
34	Ongoing. Organisation for Naracoorte Masters Games to be commenced asap.
35	Ongoing. Agreed to review Strategic Plan at next committee meeting rescheduled to Friday 04/12/09 at 8pm in time for resubmission for next grant application.
36	Ongoing. P&D to review Strategic Plan items 2.6-2.8.

## 7 FINANCIAL REPORT – NOVEMBER

### DBSA TREASURER'S REPORT FOR THE MONTH OF

NOVEMBER

2009

<b>BANK BALANCE AS @</b>	<b>31-Oct 09</b>	<b>ACCOUNT 1</b>	<b>\$24,222.07</b>
		# 141731	\$ 41.48
		# 141753	\$150.00
		# 141756	\$ 95.48
			<u>\$ 286.96</u>
			<b>\$23,953.11</b>
<b>BANK BALANCE AS @</b>	<b>1-Feb-08</b>	<b>ACCOUNT 2</b>	<b>\$ 0.76</b>
Less total unrepresented cheques			Nil
<b>BANK BALANCE AS @</b>	<b>31-Oct-09</b>	<b>ACCOUNT 3</b>	<b>\$ 41,661.16</b>

### ACCOUNTS PAYABLE

#### ACCOUNT 1

Admin Focus	Secretarial	\$1,257.47	
Water Warriors	Race expenses	\$ 17.90	
Marsh Pty Ltd	Hull insurance	\$3,457.23	
Adelaide City Council	Reserve hire	\$ 69.30	
Sport SA	Leaders luncheon	\$ 70.00	
S Clinch	Reimbursement	\$ 94.00	
J Holland	Reimbursement	\$ 159.00	
ABBNote	ID cards/printer repair	\$1,356.30	\$ 6,481.20
Digital Host	Website	\$ 80.00	Already paid
J Holland	Portable generator	\$ 829.00	Already paid
S Clinch	Reimbursement exp	\$ 574.00	Already paid

Big W	Race exp – (cooler & H <sub>2</sub> O)	\$ 95.48	Already paid	
Marino Monograms	Race exp – flags	\$ 190.00	Already paid	
				Cash balance Acct #1 \$23,935.11
				Cash balance Acct #3 \$41,661.16
				<b>TOTAL \$65,596.27</b>

**ACCOUNT 2**

**MONEY RECEIVED**

J Bould	Baskets for Nationals	\$ 166.62	
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Nil

Noted \$5000 transferred from Account 1 to Account 2 as seed money for Nationals.

**Motion to accept and pay accounts on Account 1**

**Moved:** Jennifer Bould

**Seconded:** Julie Clinch

**Carried**

Invoice to be sent to Wallaroo event organisers for sponsorship of \$750.

**Action:** John

Prize money to be awarded upon receipt of above sponsorship payment to winners as follows:

- 1<sup>st</sup> \$500 – Adelaide Sea Dragons
- 2<sup>nd</sup> \$150 – Black Dragons
- 3<sup>rd</sup> \$100 – Water Warriors

**Action:** Treasurer

**8 STRATEGIC PLAN REVIEW**

Strategic Plan to be put on hold for discussion at next Board meeting.

**9 AUS DBF REPORT**

AusDBF meeting scheduled this weekend at Sport SA.

**10 SECRETARY'S REPORT**

The correspondence report to be circulated separately.

**Motion that the Secretary's report be accepted**

**Moved:** Steve Clinch

**Seconded:** Julie Clinch

**Carried**

**11 NEW BUSINESS**

**11.1 Sportsbeat Magazine**

John Holland said that he would propose at the next Racing Committee meeting that the organising club submit an article for Sportsbeat magazine on the event that they organise to help with promotion of the sport.

**Action:** John

**11.2 Boatshed Roller Doors**

Chris Wood advised that all west facing doors at the boatshed would be replaced soon.

**11.3 Clearances**

The following clearances were ratified:

- |                |                      |    |                |
|----------------|----------------------|----|----------------|
| ➤ Nick Smith   | Adelaide Sea Dragons | to | Water Warriors |
| ➤ Sue King     | Blue Water Raiders   | to | DBSA           |
| ➤ Leonie Ebert | Blue Water Raiders   | to | DBSA           |
| ➤ Mick Burrige | Powerblades          | to | DBSA           |

Consideration to be given to discussion at next meeting on limiting the number of participants able to leave from any one club in a season.

**Action:** Secretary

**11.4 State Coaches**

The applications for the three state coach positions were tabled and considered taking into consideration the criteria.

The following appointments were agreed to be announced:

- Grand Masters – Chris Wood
- Masters – Steve Clinch
- Premier – David Brugioni

**Action: Steve**

## 12 ANY OTHER BUSINESS

- Thanks were extended to SADA for repairing the loud hailer.
- Rick French advised that he repainted some of the buoys on the 200m line with the cable subsequently breaking on the orange buoy. John Holland advised there was a spare buoy in the shed and he would check this.

**Action: John**

- Rick French asked if clubs could be reminded of start line etiquette with regard to how many paddlers complete a stroke at the request of the Starter (ie whole boat instead of just front or back four) in order to not delay starts.

**Action: John**

- Noted delay to race start due to Jennifer Bould being unable to open the electric tool box due to the wrong key being used. Council to be requested to provide spare key to be placed in DBSA cupboard.

**Action: Chris**

- Clubs to be reminded to submit sweep training paperwork to John Holland to update the records periodically and to assist accredited trainers when setting tests.

**Action: John**

- Suggested caution tape be placed on the racks at the Torrens boatshed to make them more noticeable.

**Action: Steve**

- Steve Clinch advised of issue during last race day of participants swimming in the lake in front of the marshalling area and difficulty with having them cease this practice. To be raised at RC meeting.

**Action: John**

- Marie Cunningham advised that there were only six boats available for use during the recent regatta instead of eight and that this was because some participants felt that as not all the boats were exactly the same size that they should not be used.

Clubs to be advised at RC meeting that there are six older Champion boats and four newer models that are all endorsed by IDBF and therefore all considered to be eligible to be used in the one race.

**Action: John**

- Clubs to be advised at RC meeting that should any club pull out of a race day at the last moment that the race program not be amended and that they are just scrubbed from the program.

**Action: John**

- Question asked about SADA Sports paddlers competing in B Grade category during the recent regatta and were subsequently disqualified and whether or not they needed to be reclassified if no longer able to paddle Sports.

Noted B Grade paddlers could paddle once in Sports category and on the second occasion would remain as a Sports paddler. To be placed on agenda for discussion at next meeting.

**Action: John**

- Julie Clinch to follow up on complaint from the last race day as to whether any further information or follow up is required first.

## 13 NEXT MEETING

The next committee meeting is scheduled for 7:45pm on Friday 4 December 2009 at the Port Dock Brewery Hotel, Port Adelaide.

Next Presidents Forum to be held early in 2010 when Strategic Plan can be presented.

**14 CLOSE OF MEETING – 10:45PM**

Signed: \_\_\_\_\_  
Chairperson

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_