



# MINUTES

## Board Meeting

**TUESDAY 19 JANUARY 2010 at 8:00PM**  
**At Port Dock Brewery Hotel, Port Adelaide**

**1 OPEN MEETING – 8:12PM**

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

**3 APOLOGIES:** Julie Clinch

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

**Moved:** Steve Clinch

**Seconded:** Pat Doogue

**Carried**

**5 ACTION ITEMS**

01	Actioned. Article submitted by Adelaide Sea Dragons to Sportsbeat.
02	Ongoing. Task list to be amended to include provision of article for inclusion in Sportsbeat by club organising regatta.
03	Actioned. Clubs advised of new policy of paying for race fees by EFT by Tue prior to race day.
04	Amended. Laminating of team sheets to be done by Marie prior to race day. Clubs to be asked to forward team sheets to Marie also. <b>Action: Marie</b>
05	Actioned. Draft Junior Development position description tabled and reviewed. Agreed to initially set 20 hours per month at \$20 per hour which can be increased as required. To be posted to website and advertised in Dragons Breath and with Sport SA. <b>Action: John</b>
06	Ongoing. Include in next newsletter AusDBF changed stance on mixed crew team composition.
07	Actioned. Clubs advised if their paddlers are not comfortable accessing the ladder to the mezzanine level to not do so and to remind them to take care whilst doing so.
08	Ongoing. First Aid course to be scheduled same time as Coaches courses.
09	Ongoing. Include in clearance policy suggested action to take when approached by a paddler for at transfer from another club.
10	Actioned. AusDBF link placed on website to Drugs in Sport policy.
11	Ongoing. 2008/9 corporate paddle breakdown to be provided.
12	Ongoing. Source suitable venue for storage and location of office, staff and equipment.
13	Ongoing. Update required from Martin Finn on status of shed being built on the Pat and storage possibilities.
14	Ongoing. Quote to be sourced from website company to revamp promotional brochure.
15	Withdrawn.
16	Actioned. Strategic Plan 1.2.2 – review of Board portfolio descriptions undertaken.
17	Actioned. Procedure written for payment of racing fees.
18	Actioned. Registration sticker placed on trailer.
19	Ongoing. Boatshed keys ordered for Pat Doogue.
20	Ongoing. 5 x boatshed keys ordered.
21	Actioned. Volunteering SA paperwork submitted for Nationals.
22	Actioned. David Bradley asked to provide detail on how incident occurred.
23	Actioned. Agreement sent to Copper Coast for loan of a dragon boat.
24	Ongoing. Quote for trailer to be provided. Pat Doogue to purchase 6 ft table for Judges tent. <b>Action: Pat</b>

25	Actioned. Agenda item of discussion on limiting number of paddlers able to leave any one club in a season discussed. Agreed no further action to be taken.
26	Ongoing. Spare key to be obtained for electric box.
27	Ongoing. Caution tape to be placed on racks in Torrens boatshed.
28	Ongoing. Candidates being sourced for Board.
29	Actioned. Sport SA booked for AusDBF AGM and Nationals Managers meeting on 21/04/10.
30	Actioned. Dates for Coaches course to be discussed during meeting.
31	Actioned. Prize money to be awarded to winners of Wallaroo events.
32	Ongoing. P&D committee to organise Come N Try event.
33	Ongoing. P&D committee to organise Regional Masters Games in Naracoorte.

## 6 FINANCIAL REPORT – JANUARY 2010

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

January 2010

**BANK BALANCE AS @ 31-Dec-09 ACCOUNT 1 \$15,648.39**

#	141731	\$ 41.48	
#	141760	\$ 17.90	
#	141767	\$ 48.92	
#	141768	\$150.00	\$ 258.30
			<b>\$15,390.09</b>

**BANK BALANCE AS @ 17-Dec-09 ACCOUNT 2 \$ 5,000.76**

Less total unrepresented cheques

Nil

**BANK BALANCE AS @ 31-Dec-09 ACCOUNT 3 \$41,795.84**

### ACCOUNTS PAYABLE

#### ACCOUNT 1

Admin Focus	Secretarial	\$ 1,434.51	
Marsh	Insurance	\$13,018.00	
Canoe SA	Shed rent	\$ 2,124.37	
Canoe SA	Cleaning	\$ 168.00	
AusDBF	Membership	\$ 500.00	
S Holt	Wallaroo/Mildura	\$ 227.18	
Scarlet Skunk Marine Services		\$ 99.00	
R Bidmeade	Media Officer	\$ 140.00	
Adelaide Sea Dragons	1 <sup>st</sup> Prize Wallaroo	\$ 500.00	
Black Dragons	2 <sup>nd</sup> Prize Wallaroo	\$ 150.00	
Water Warriors	3 <sup>rd</sup> Prize Wallaroo	\$ 100.00	
Dragonfly Social Club	Race Prizes	\$ 91.92	
J Bould	Stationery	\$ 24.99	\$18,577.97
H Baigorri	Dragonboat repairs	\$ 2,640.00	Already paid
R Bidmeade	Media Officer	\$ 460.00	Already paid

Cash balance Acct #1	\$15,390.09
Cash balance Acct #2	\$ 5,000.76
Cash balance Acct #3	\$ 41,795.84

**TOTAL \$62,186.69**

#### ACCOUNT 2

Nil

### MONEY RECEIVED

Credit interest account #3	\$ 149.14
Refer to reconciliation report for payments	
Registrations	\$2,135.00
Late card fee	\$ 330.00
Dragonboat purchase	\$2,500.00

**Moved:** Chris Wood

**Seconded:** Steve Clinch

**Carried**

**Motion to accept and pay accounts on Account 1 and transfer \$5000 from Account #3 to #1.**

## **7 STRATEGIC PLAN REVIEW**

Strategic Plan to be circulated to clubs for feedback at Presidents Forum.

**Action: Chris**

## **8 AUS DBF REPORT**

8.1 AusDBF Competition Regulations and Rules of Racing

The document was reviewed with feedback given and to be forwarded to AusDBF accordingly.

**Action: John**

8.2 Coaches Course - Adelaide

Venue availability to be checked with Sport SA for either of the following weekends and AusDBF advised of date to schedule course with Ian Peters:

Ø 22&23 May 2010

Ø 29&30 May 2010

**Action: Chris**

8.3 Australian Championships – EOI

Expressions of interest for state team manager positions to be circulated to clubs with anyone keen to apply to submit an application.

**Action: Steve**

8.4 1<sup>st</sup> Club Crew Championship for Commonwealth Countries invitations – Penang 22-25 Jul 10

Email reminder to be circulated to all clubs.

**Action: Chris**

8.5 SA rep for AusDBF Cultural Committee

Julie Li from Chinese Association to be approached to ascertain interest in being the SA representative on the AusDBF Cultural Committee.

**Action: John**

8.6 Wording for insurance policy – AusDBF accredited Coaches

No longer relevant.

8.7 Jon Taylor Memorial Award – Nominations now open

Agreed there would not be any nominations put forward this season.

## **9 SECRETARY'S REPORT**

Items of note included in the agenda for discussion.

## **10 NEW BUSINESS**

**10.1 Job description – Junior Sports Development Officer**

Discussed earlier in meeting.

**10.2 State regional team**

Regional teams to organise their own coach.

**10.3 Clearances**

The request from Waiwilta to reconsider the clearance application of Peter Norcliffe to Black Dragons was tabled and considered.

The application was denied as was considered that it still did not warrant a waiver for special circumstances as Peter was currently able to compete in more than one category. John Holland to advise Black Dragons of outcome.

**Action: John**

The following clearance application was ratified:

Ø Dale Watson ASA to Adelaide Sea Dragons

**Action: Marie**

Leonie Ebert and Sue King to be advised that if they wish to apply for a clearance to a Sports team that they will need to submit an application not be re-classified from Social first.

**Action: Steve**

**10.4 Reclassification of SADA paddlers**

SADA submitted a request for reconsideration to be given to re-classifying the following participants from Sports to Social. Each was reviewed with the following

**Sports to B Grade**

- Ø Jennifer Dowling – approved
- Ø Pam Spears – SADA to provide a report from last race day

**Action: Rick**

**10.5 DBA Draft Policy – Race Fee payments 2010**

Discussed earlier in meeting.

**10.6 Pt Pirie Regional Masters Games 10 & 11 Apr 10  
Secretary to circulate email advice to clubs.**

**Action: Chris**

**10.7 Blue Water Raiders – National Club Crews**

The email from Blue Water Raiders seeking feedback re team composition for State Titles and Nationals was discussed.

**11 ANY OTHER BUSINESS**

- Ø John Holland advised that Rowing SA had asked DBSA to allow them to use the new course on Saturday 17 April 2010 which was already booked for the State Championships.

Possible options were considered and it was agreed to look at relocating to Aquatic Reserve on the Saturday for all of the preliminary races with the finals being held on the Sunday. Rowing SA to be asked in exchange to provide assistance to move the pontoons from the 500m line to the 200m line on the Sunday.

To be discussed with club representatives at Race Committee meeting the following night.

**Action: John**

**Aquatic Reserve to be booked on Saturday 17 April 2010.**

**Action: Chris**

- Ø The Green Shirt program for trainee officials whereby they will be provided with green shirts and ongoing support was discussed and agreed to run past clubs also for their opinion.
- Ø John Holland suggested that officials consider undertaking the “Play by the Rules” program on the website at: <http://www.playbytherules.net.au/>.
- Ø Jennifer Bould tabled the draft volunteers log book for use during the Nationals. Agreed to print 100 copies as soon as possible and arrange distribution as required.  
**Action: Jennifer**
- Ø Agreed charge for merchandise stands during Nationals would be \$100 per day or \$300 for four days with food stands to be \$50 per day plus provide food as required for volunteers.
- Ø Cost for replacement ID cards to be set at \$30 (plus GST).

**12 NEXT MEETING**

The next committee meeting is scheduled for 5:30pm on Wednesday 10<sup>th</sup> February 2010 at Sport SA and to be followed by the Presidents Forum at 8PM.

**13 CLOSE OF MEETING – 11:15 PM**

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

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