



MINUTES

Board Meeting

WEDNESDAY 14 MARCH 2010 at 8PM
At Pt Dock Brewery Hotel, Port Adelaide

1 OPEN MEETING – 8:15PM

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

John Holland introduced Neil McKenzie who was the only person to submit an application for the Junior Development Officer position.

Neil McKenzie gave a spiel on his background and qualifications and advised that he was currently the Manager of the Brighton/Seacliff Yacht Club and involved with developing the junior sailing program and financial strength of the club. This had been successful with an increase in the junior membership through establishing pathways in schools and having a system that works. They had now engaged an assistant development officer.

The Board agreed that Neil was a suitable candidate and asked him to report on how he planned to run this position. Neil subsequently spoke to his tabled presentation and pointed out the urgency of updating the website to attract junior interest.

The remuneration was discussed and agreed that a contract would be awarded to Neil covering the total individual stages of his development plan and for a detailed breakdown of time on said activities to be provided upon invoicing. Agreed that a result was required.

Action: John

Neil McKenzie then left the meeting.

- 3 APOLOGIES:** Nil

4 MINUTES OF PREVIOUS MEETING 9 MARCH 2010 ACCEPTED AS A TRUE AND CORRECT RECORD

Moved: Steve Clinch

Seconded: Rick French

Carried

5 ACTION ITEMS

| | |
|----|---|
| 01 | Actioned. AusDBF advised of DBSA delegates at AGM. |
| 02 | Actioned. Entry form for state titles sent to clubs. |
| 03 | Actioned. Include on next PF agenda discussion on eligibility for state titles for clubs with minimal paddlers to combine with another. |
| 04 | Actioned. Marshalling tent size checked and sufficient fencing ordered. |
| 05 | Actioned. Graham McRobbie (Subsonix) advised of his appointment as Junior Coach for Nationals. |
| 06 | Ongoing. Clubs to be reminded of requirement to wear PFDs after dark and exemptions have been posted to website. |
| 07 | Actioned. Participant Registration Form updated to reflect 50% discount after Nationals. |
| 08 | Ongoing. Fist Aid course with RSL to be coordinated. |
| 09 | Ongoing. 2008/9 corporate statistics to be provided by 1 st week in May 2010. |
| 10 | Ongoing. Discussions for suitable venue for storage and location of office etc are ongoing. |
| 11 | Ongoing. No further advice from Martin Finn on status of boat shed at West Beach. |
| 12 | Ongoing. Quote for promotional brochure being provided by Lauren. |
| 13 | Ongoing. Keys now available to be collected for boat shed from Council. |
| 14 | Ongoing. Keys for boatshed (x5) to be collected. |

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|----|---|
| 15 | Ongoing. Key for electric box to be obtained from Council after Nationals. |
| 16 | Ongoing. Caution tape to be placed on racks in Torrens boatshed. |
| 17 | Ongoing. Suitable board candidates to be sourced and followed up. |
| 18 | Ongoing. Email to be sent to clubs asking if they own one of the tables in the Judges tent. |
| 19 | Actioned. Cheque signatories changed with the bank. |
| 20 | Actioned. 1000 x hats ordered for Nationals. |
| 21 | Actioned. Discussions held with Tim Wood on logistics of moving pontoon. |
| 22 | Actioned. Clubs advised to assist with towing of boats and equipment around to the new course for State Titles. |
| 23 | Ongoing. Clearance form to be updated. |
| 24 | Ongoing. Pat Doogue arranging for water to be available in marshalling area. Email to be sent to clubs asking for assistance with loan of trailer. |
| 25 | Actioned. Volunteers coordinated to assist with setting up course prior to state titles. |
| 26 | Ongoing. John Holland advised that the Games organiser for Naracoorte spoke to him during the recent Pt Pirie Masters Games about dragon boating for the Naracoorte games being held in Mt Gambier. Agreed Mt Gambier would not be a suitable location and that he would look for alternate venues around Naracoorte after the winter rains when the water level in the surrounding lakes might have increased and once found DBSA will check them out. |

6 FINANCIAL REPORT – April 2010

DBSA TREASURER'S REPORT FOR THE MONTH OF

April 2010

| | | | |
|--------------------------|------------------|---------------------|--------------------|
| BANK BALANCE AS @ | 31-Mar-10 | ACCOUNT 1 | \$10,739.78 |
| | | # 141731 \$ 41.48 | |
| | | # 141788 \$ 100.00 | |
| | | # 141789 \$ 91.92 | |
| | | # 141807 \$ 256.00 | |
| | | # 141814 \$2,292.37 | |
| | | # 141818 \$ 69.93 | |
| | | # 141823 \$ 75.25 | |
| | | # 141284 \$ 150.00 | |
| | | # 141825 \$ 98.00 | |
| | | # 141826 \$ 150.00 | |
| | | # 141827 \$ 22.00 | |
| | | # 141828 \$ 293.40 | |
| | | # 141829 \$ 181.67 | |
| | | # 141830 \$ 734.35 | |
| | | # 141830 \$ 860.20 | \$ 5,416.57 |
| | | | \$ 5,323.21 |

| | | | |
|----------------------------------|------------------|------------------|--------------------|
| BANK BALANCE AS @ | 17-Dec-09 | ACCOUNT 2 | \$ 5,000.76 |
| Less total unrepresented cheques | | | Nil |
| BANK BALANCE AS @ | 31-Mar-10 | ACCOUNT 3 | \$25,339.36 |

ACCOUNTS PAYABLE

ACCOUNT 1

| | | | |
|-------------------------|------------------------|------------|--------------|
| Admin Focus | Secretarial | \$ 702.57 | |
| ABNote | Printer ribbons | \$ 320.10 | |
| Telstra | Phone | \$ 37.38 | |
| Scarlet Skunk | Buoys | \$ 99.00 | |
| Subsonix | Race expenses | \$ 9.98 | \$ 1,06.05 |
| AusDBF | State Team Reg | \$6,040.00 | Already paid |
| J Holland | Ink, battery | \$ 213.25 | Already paid |
| Uniforms for Oz | State team uniform | \$7,832.00 | Already paid |
| Uniforms for Oz | Merchandise department | \$5,000.00 | Already paid |
| Cartridge World – Unley | Printer repairs | \$ 22.00 | Already paid |
| Jaycar Electronics | Megaphone (x2) | \$ 293.40 | Already paid |

| | | | | |
|-----------------|----------------------|-----------|----------------------|--------------------|
| Officeworks | Office supplies Nats | \$ 734.35 | Already paid | |
| J Holland | Reimburse Nats exp | \$ 181.67 | Already paid | |
| Five star print | Flags for Nats | \$ 860.20 | Already paid | |
| | | | Cash balance Acct #1 | \$ 5,323.21 |
| | | | Cash balance Acct #2 | \$ 5,000.76 |
| | | | Cash balance Acct #3 | \$25,339.36 |
| | | | TOTAL | \$35,663.33 |

ACCOUNT 2

Nil

MONEY RECEIVED

| | |
|--|------------|
| Credit interest account #3 | \$ 127.88 |
| Refer to reconciliation report for payments: | |
| Registrations | \$ 122.70 |
| Race fees | \$3,045.00 |
| Late card fee | \$ 30.00 |
| Coffee stand | \$ 200.00 |
| Insurance | \$ 148.97 |

Moved: Jennifer Bould Seconded: Julie Clinch Carried
Motion to accept and pay accounts on Account 1

7 STRATEGIC PLAN REVIEW

Agreed to place review on hold until after the Nationals when the association was in a better position to assess its financial situation.

8 AUS DBF REPORT

Recommendation for AusDBF on the running of the Nationals is that whichever state is organising it should have access to the website so that they can update themselves daily on the status of registrations and follow up with clubs accordingly.

9 SECRETARY'S REPORT

John Holland advised of the following incoming mail:

- VOAN information updated
- Encore Events – brochure re AAMI Stadium
- Email advice from Ray Woodcock advising of date of arrival of medals

Noted medals being sent to the wrong address so John Holland arranged with courier for correct address. Lanyards to be placed on medals.

10 NEW BUSINESS

10.1 State Titles

- Arrangements for state titles were discussed.
- Request received from Blade Runners to compete in both Premier 10s and B Grade as they had qualified in both and noted if held on different days during the State Titles that it would not be an issue.

The ramifications of this were discussed and noted that where the Rules & Regulations were silent on an issue that it was up to the Board to make the decision.

The Board approved the request and felt it better to change the Rules to allow for only two paddles up in one season and agreed to change Section 6.1 Sports - Policy #05 Conditions of Entry to Races as follows:

6.1. SPORTS Designated for regular competition paddlers.

6.1.1 Sports Division shall have two Grades, A and B.

B Grade will only cater for 10s crews.

Once a paddler has competed in 2 (two) ~~consecutive~~ A grade race days, he/she is no longer eligible to compete in B grade competition without special exemption from DBSA

Action: John

- Email to be sent to clubs asking for assistance at the boat shed on Saturday morning to arrange for towing of dragon boats, heads and tails, drums and drum sticks etc around to the new rowing course.
Action: John
- Blade Runners advised that if they wished to bring back in an ex paddler to assist as Drummer during the Sunday races that they would need to register them.
Action: Blade Runners
- Request from SADA to borrow another sweep in their second crew for Grand Masters was considered and response being that they would have to be the correct age.

10.2 2010 Nationals

- Arrangements for Nationals were discussed.
- Noted vendors would have to be relocated to SARA land to meet Council permit requirements and area size to be advised. List of vendors and contact details to be forwarded to Council.
Action: Chris
- St John's would be on site during the event however experiencing difficulty with staffing for the Thursday afternoon and Friday morning. To be asked if they will leave the room open for access by DBSA designated paddlers who were also nurses.
Action: Julie
- Contact Council to discuss arrangements for opening of the toilets each day or whether keys will be provided. Noted that Council did not unlock toilets during recent SARA event.
Action: Chris
- Key for access to the power board to be obtained from Council.
Action: Chris
- SARA charging \$200 to hire photocopy and 1c for B&W and 10c for colour copies.
- Pat Doogue to liaise with cleaning lady re consumables and buckets required.
Action: Pat
- John Holland advised he would be giving a television interview with C31 on Thursday which would air on Friday and that a media release had been written for the Advertiser. Chris Wood advised that she had contacted some of the radio stations.
- Julie Clinch to follow up guests invited to cocktail party.
Action: Julie

11 ANY OTHER BUSINESS

- John Holland advised that he had spare keys cut for the trailer and one was allocated to Steve Clinch, Jennifer Bould and the remainder with John for the time being. Key register to be updated.
Action: Chris
- Blade Runners asked if they could arrange for one of the old boats to be relocated to Port Pirie. John Holland noted that they were already arranging this for another group and it was agreed that a lease agreement would be drafted for both groups to share the boat.
Action: John

12 NEXT MEETING

The next committee meeting is scheduled for 5:30pm on Tuesday 11 May 2010 at Sport SA to be followed by Presidents Forum at 8pm.

13 CLOSE OF MEETING – 10:45PM

Signed: _____
Chairperson

Date: ____/____/____