



MINUTES

Board Meeting

Thursday 12 July 2012 at 8PM
At The Sailing Club, 1 Jenkins Street Port Adelaide

1 OPEN MEETING – 8:00PM

2 PRESENT: Jennifer Bould, Rick French, Pat Doogue, John Harris and Steve Holland

3 APOLOGIES: John Holland and Chris Wood

4 MINUTES OF PREVIOUS MEETING 13 JUNE 2012 ACCEPTED AS A TRUE AND CORRECT RECORD SUBJECT TO CHANGING THE DATE OF THE AGM TO WEDNESDAY 22 AUGUST 2012.

Moved: Steve Clinch

Seconded: Pat Doogue

Carried

5 ACTION ITEMS/BUSINESS ARISING

ACTION ITEMS – PREVIOUS MEETINGS

74	Ongoing Send response to SADA advising them that they are required to pay for the trailer insurance and that DBSA had recently put a new tyre on and is grateful for the opportunity to use it on occasion.
75	Actioned. Adelaide Phoenix returned the boat stored at Barmera to The Sailing Club.
76	Ongoing. Upon return of dragon boat from Barmera assess the condition of it to ascertain if any maintenance is required.
77	Ongoing. The boat at Paint Supply will be relocated on Sunday 12 August to the transport company at Virginia for delivery to Ceduna. The other boat will be relocated to The Sailing Club.
78	Ongoing. Follow up contacts in Riverland in order to progress establishment of a team.
79	Ongoing. Update the Strategic Plan to include the development of a Corporate Dragonboat Festival event.
80	Ongoing. Send a congratulatory letter to AusDBF on the production of their DVD on OH&S for the sport and send copy to each Club.
81	Ongoing. Put forward feedback to AusDBF Discussion paper along following lines: maintain current system until further consultation is undertaken, consider developing a Nationals and Masters Commission, unlikely if to proceed that DBSA would enter a State team and local Clubs would be unlikely to support proposed changes.
82	Actioned. Advise BWR of DBSA support for combined corporate event in 2013/14 and that 2 DBSA Officials would need to be part of the actual event and that copies of Minutes relating to the organisation needed to be sighted by DBSA to ensure the event arrangements were proceeding well.
83	Ongoing. Obtain quote from Marsh for Directors & Offices liability insurance. Suggested that a copy of the Insurance policy be obtained to ascertain whether there is coverage whilst competing overseas and posted on the website for Clubs to access. Action: Jennifer
84	Ongoing. Advise Clubs of issues with some of the training preferences given over demand on Tue, Thu and Saturdays and ask them to reconsider their training times and locations

85	Ongoing. Inform AusDBF of interest in submitting bid for the 2016 WCCCs and ask them for details of the bidding process and also ask Mark Hassalam (IDBF).
86	Ongoing. Obtain quote to set up wireless internet at the Sailing Club.
2	Ongoing. Obtain quote for DBSA trailer artwork from alternate supplier after spray painted.
10	Ongoing. Ensure AusDBF (\$20) entry fee from Regional team is paid by next meeting.
11	Ongoing. Ensure AusDBF (\$20) entry fee from Grand Masters team is paid by Monday. Jennifer advised that two apparently paid whilst in Melbourne and invoices were sent out to the remaining four.
14	Ongoing. Undertake maintenance on the Torrens boats for any slippery surfaces by inserting bracing under the seats, roughening up the seats and using special paint purchased.
20	Ongoing. Follow up with Carol Cheetham's son to arrange for DBSA signage on those dragon boats which do not have it Steve Clinch is awaiting response to initial enquiry and may go elsewhere for an answer.
24	Ongoing. Key register to be updated to record key for trailer given to Steve Clinch and Jennifer Bould with remainder held by John and note return of key by Phoenix, Subsonix and Powerblades.
30	Ongoing. Provide invoice for work to date.
35	Ongoing. Write to Pt Pirie Field Officer to put him in touch with contact (Kerry) to progress this.
43	Ongoing. Arrange meeting in May with contact at Mawson Lakes to further discussion on DB paddling there.
53	Withdrawn. Follow up with Ceduna details of \$150 payment to DBSA.
54	Actioned. Arrange for reimbursement for remaining Premier paddler (Sam Kelsh)
71	Ongoing. Follow up promotional DBSA signage for The Sailing Club.
72	Ongoing. Amend Policy #07 – Clearance to re-instate clauses about how many paddlers can transfer to or from a given Club etc.
73	Ongoing. Stickers to be arranged through Paint Supplies for support boat as agreed and maintenance schedule to be put in place. Log book placed in boat to record issues.
NO.	ACTION ITEMS CARRIED OVER
PF01	Ongoing. Check with Council if can move finish line on Ramsay Course to 500m so that the pontoon does not need to be moved.
PF02	Actioned. Clubs advised to familiarise themselves with the Member Protection Policy and ensure those in a Prescribed Position comply with requirement to obtain a Police Check and register this through DBSA.
PF03	Ongoing. Contact St Johns to find out the given response time to Aquatic Reserve.
PF04	Ongoing. Place task of booking St Johns on the State Championships task list however check first as to how much notice they need for a booking.
PF05	Ongoing. Disseminate Channel 44 dummy ads to Clubs for their information.

John Harris advised that he and John Holland would be attending the August AusDBF Meeting/AGM.

6 FINANCIAL REPORT – JUNE 2012

Dragonboat SA Inc					
<i>GPO Box 684 Adelaide SA 5001</i>					
Reconciliation Report					
	ID#	Date	Memo/Payee	Deposit	Withdrawal
Cheque Account:	1-1110		ACCOUNT 1		
Date of Bank Statement:		30/06/2012			
Reconciled Cheques					
	142175	23/05/2012	C Finalyson - Pt Pirie Master Games		\$58.58
	142177	27/05/2012	Dianne Adey - state prem accomodation		\$82.20
	142178	27/05/2012	Marcelle Barnard - state prem accomodation		\$82.20
	142184	27/05/2012	Cheryl Parker - state prem accomodation		\$82.20
	142185	27/05/2012	Teeta Sayner - state prem accomodation		\$82.20
	142187	27/05/2012	Tracey Young - state prem accomodation		\$82.20

142188	27/05/2012	Carly Payne - state prem accomodation	\$82.20
142189	27/05/2012	Dave Brugioni state prem accomodation	\$82.20
142191	27/05/2012	Harry McCallum - state prem accomodation	\$82.20
142193	27/05/2012	Nick Smith - state prem accomodation	\$82.20
142195	6/06/2012	Eagle boys	\$80.95
	eft 7/06/2012	Adelaide City Council	\$91.54
142197	13/06/2012	Golden Roast	\$100.00
	eft 13/06/2012	Admin Focus	\$2,046.00
	eft 13/06/2012	C31 Adelaide Limited - inv 6500	\$2,750.00
	eft 14/06/2012	ABnote	\$325.60
	eft 14/06/2012	ABnote	\$121.00
	eft 14/06/2012	John Holland	\$216.58
	eft 14/06/2012	Adelaide Transport Pty Ltd	\$1,300.00
	eft 14/06/2012	C31 Adelaide Limited - sports show	\$2,750.00
	eft 21/06/2012	Bank SA	\$8.00
TR000036	21/06/2012	Money Transfer	\$3,605.00
142198	24/06/2012	Golden Roast	\$1,210.00
142199	24/06/2012	John Holland	\$179.57
142200	24/06/2012	Loot Homeware	\$120.00
	eft 29/06/2012	Telstra	\$61.63
	eft 30/06/2012	Sarah Ee - prem accomodation	\$82.20
Total:			\$0.00
			\$15,846.45

Reconciled Deposits

2276	1/06/2012	Virginia Callahan	\$20.00
2277	5/06/2012	SADA - F17	\$2,499.00
2278	8/06/2012	SADA - F9	\$1,323.00
2279	8/06/2012	Port Pire Regional Council - inv 41	\$3,760.00
2280	11/06/2012	Adelaide Sea Dragons - F7, C3	\$1,320.00
2281	13/06/2012	Adelaide Sea Dragons - F8, C3	\$1,467.00
2282	14/06/2012	Jan Bice - state squad fee	\$20.00
2283	19/06/2012	Black Dragons DBClub - F25	\$3,675.00
2284	19/06/2012	Adelaide Sea Dragons - F16, C8, J2 -1 Nd 1	\$3,646.00
2285	20/06/2012	Dragons Abreast Pt Lincoln - C15	\$1,455.00
2286	22/06/2012	MGA Insurance - sponsorship	\$750.00
2287	22/06/2012	Dragons Abreast Pt Lincoln - C7	\$679.00
2288	22/06/2012	Asteron Life - corporate event	\$490.00
2289	25/06/2012	Black Dragons DB Club - F8, T1	\$1,303.00
2290	26/06/2012	Dragons Abreast Pt Lincoln - C8	\$776.00
2291	27/06/2012	Waiwilta Paddling Club Inc - F 14, student x 2	\$2,312.00
2292	27/06/2012	Adelaide Sea Dragons F10, C7, J2 x2, T1	\$2,470.00
2293	28/06/2012	SADA - F4	\$588.00
2294	29/06/2012	Blue Water Raiders - C 24	\$2,328.00
2295	29/06/2012	Waiwilta Paddling Club Inc - F5	\$735.00
Total:			\$31,616.00
			\$0.00

Outstanding Cheques

142127	10/11/2011	Loren Morris	\$150.00
142143	12/01/2012	Black Dragons Dragon Boat Club	\$100.00
142146	30/01/2012	Loren Morris	\$50.00
142160	11/03/2012	Adelaide Phoenix	\$22.50
142179	27/05/2012	Alison Burgess - state prem accomodation	\$82.20
142180	27/05/2012	Sarah Ee - state prem accomodation	\$82.20
142181	27/05/2012	Karen Graetz - state prem accomodation x2	\$164.40
142182	27/05/2012	Chelle Hosking - state prem accomodation	\$82.20
142183	27/05/2012	Sam Kelsh - state prem accomodation	\$82.20
142190	27/05/2012	Chris & Joe Cryer - state prem accomodation	\$164.40
142196	6/06/2012	Subsonix DB Club (Supplier) - race prizes	\$85.85
Total:			\$0.00
			\$1,065.95

Reconciliation

MYOB Balance on 30/06/2012:	\$22,707.27
Add: Outstanding Cheques:	\$1,065.95
Subtotal:	\$23,773.22
Deduct: Outstanding Deposits:	\$0.00
Expected Balance on Statement:	\$23,773.22

Cheque Account:	1-1130	ACCOUNT 3		
Date of Bank Statement:	30/06/2012			
Reconciled Deposits				
	TR000036	21/06/2012	Money Transfer	\$3,605.00
	int	30/06/2012	Bank SA	\$14.33
			Total:	\$3,619.33
Reconciliation				\$0.00
			MYOB Balance on 30/06/2012:	\$7,014.49
			Add: Outstanding Cheques:	\$0.00
			Subtotal:	\$7,014.49
			Deduct: Outstanding Deposits:	\$0.00
			Expected Balance on Statement:	\$7,014.49
Cheque Account:	1-1160	Investment Account-1260		
Date of Bank Statement:	30/06/2012			
Reconciled Cheques				
	TR000035	3/12/2011	Money Transfer	\$53,299.00
	TR000034	28/05/2012	Money Transfer	\$4,330.70
			Total:	\$0.00
Reconciled Deposits				\$57,629.70
	int	24/05/2012	Bank SA	\$1,023.20
			Total:	\$1,023.20
Reconciliation				\$0.00
			MYOB Balance on 30/06/2012:	\$30,000.00
			Add: Outstanding Cheques:	\$0.00
			Subtotal:	\$30,000.00
			Deduct: Outstanding Deposits:	\$0.00
			Expected Balance on Statement:	\$30,000.00

Moved: Jennifer Bould **Seconded:** Pat Doogue **Carried**
Motion to accept financial reports and pay accounts on Account 1

Accounts have gone to auditor.

7 STRATEGIC PLAN REVIEW

The following section from the Strategic Plan was reviewed:

5. Volunteer Management

5.1 Train Race Day Volunteers

A log book has been established for all volunteers to record their volunteer activities and a record is also being maintained on SmartSpace.

5.2 Sourcing Volunteers

Ongoing.

5.3 Volunteer Acknowledgement

A barbeque was held at the end of the season at The Sailing Club which was a successful event and well attended.

Rather than having an annual Volunter Awards process it was suggested that Volunteers all receive a certificate of appreciation at the end of year function.

8 JUNIOR DEVELOPMENT REPORT

Nil report.

9 AusDBF REPORT

Nil report.

10 SECRETARY'S REPORT

Nil report.

11 NEW BUSINESS

11.1 Membership Application – Copper Coast Battle Dragons Dragon Boat Club Inc

The membership application from Copper Coast Battle Dragons Dragon Boat Club Inc was tabled and proposed by Jennifer Bould as a Life Member.

*MOVED: J. BOULD and SECONDED: P. DOOGUE
That the membership application from Copper Coast Battle Dragons Dragon Boat Club Inc be accepted.
CARRIED.*

Notification to be sent.

Action: J. Holland

11.2 Clearance Application/Dispensation

The letter received from Copper Coast Battle Dragons Dragon Boat Club Inc requesting dispensation to have 21 paddlers formerly with ASA transferred to their Club so that they can establish themselves as a separate Club was tabled.

*MOVED: P. DOOGUE and SECONDED: J. HARRIS
THAT special dispensation be granted to Copper Coast Battle Dragons Dragon Boat Club Inc for the following paddlers to be cleared from Adelaide Survivors Abreast as a new Club is being formed:*

✚ Julie Bailey, Barrie Barker, Sharyn Sandford, Sarah Lange, Denise Delsar, Kerry Eacott, Sharyn Fry, Kim Gloyn, Jean Hutchings, Susan Jamieson, Kay Mellow, Dianne McDowell, Margaret Papps, Janice Paull, Kellie Paull, Jennifer Richardson, Jennifer Roach, Matthew Roach, Bronte Rodda, Matty Rodda and Melissa Roenfeldt.

CARRIED.

Database to be amended accordingly and Club advised of special dispensation being granted.

Action: John Holland/Marie

11.3 VADB – Hoang Dong AusDBF issue at Adelaide Nationals

Discussion on this held over to next meeting.

12 ANY OTHER BUSINESS

✚ AGM is scheduled for Wednesday 22 August 2012 with the following positions to be vacant:

- Vice President Male
- Secretary
- Committee Person

Committee members requested to have report ready for the Annual report by Friday 10 August 2012.

Action: All

✚ Steve Clinch advised that he and Pat Doogue represented DBSA in attending a briefing at the Charles Sturt Council on their future vision for the area and lake. A positive spin was placed by them on the sport of dragon boating.

13 NEXT MEETING

The next meeting is scheduled for 8pm on Wednesday 15 August 2012.

14 CLOSE OF MEETING – 9:05PM

Signed: _____
Chairperson

Date: ____/____/____