



MINUTES

Board Meeting

WEDNESDAY 22 JUNE 2011 at 8PM
At the Sailing Club, 1 Jenkins Street Port Adelaide

1 OPEN MEETING – 8:30 PM

2 PRESENT: John Holland, Chris Wood, Pat Doogue, Rick French, Steve Clinch and Jennifer Bould

3 APOLOGIES: Julie Clinch and Natasha Pataki

4 MINUTES OF PREVIOUS MEETING 12 MAY 2011 ACCEPTED AS A TRUE AND CORRECT RECORD

Moved: Pat Doogue

Seconded: Chris Wood

Carried

5 ACTION ITEMS/BUSINESS ARISING

1	Actioned. Lease for the Sailing Club was signed and tabled.
2	Ongoing. Entry to be placed in database against BD paddlers who have not paid Nationals (2010) fee to note that they are a "debtor" with registration not to be renewed until paid.
3	Actioned. Follow up with Janelle for consideration to previous request for DBSA to be permitted to deliver Officials course in SA with no response.
4	Actioned. Jennifer agreed to take on management of Sailing Club "joint" account and arrange for one of the DBSA accounts to be used for this purpose. Account details to be provided so seed funding from both parties can be deposited.
5	Actioned. Letter forwarded from BDs to Aurora Team Official.
6	Actioned. Clubs that were interested provided feedback for twilight event on Sat 7 Jan in lieu of Sun 8 Jan with consensus being to trial event.
7	Actioned. Step into Life paddle for Mawson Lakes on River Torrens was successful.
8	Actioned. Stock take undertaken of assets listed on Asset register. Noted 31 life jackets and several paddles are missing. Clubs reminded that DBSA do not have to supply paddles to them as they are for corporate use only. When boats are booked for corporate paddles in future they will be given the option to book out the paddles also. Suggested that the black paddles be brought over to the Sailing Club and secured there. Insurance of trailers to be sorted out with the 3-boat trailer to be removed from the insurance policy. Offers of \$500 for the big trailer and \$100 for the older trailer were received and accepted. Currently only 20 walkie talkies with 40 on the register. Register to be updated accordingly. Action: Jen Trailer in boat shed to remain locked as there have been occasions when it has been found left open.
9	Actioned. RCD power board purchased.
10	Ongoing. Priority to be placed on reassignment of volunteers tasks into different levels with aim being to offer grading of "Competency Level 3 DBSA Official".
11	Actioned. Sport SA has compiled a 45 page document on New Member Protection policy which will be circulated to the Board for comment. Action: John

	Sport SA has produced a basic risk assessment which we need to expand upon. Action: John Relevant government department contacted and registered with them that DBSA is working through producing the above policy although not required until 2012.
12	Ongoing. Sport SA to be followed up for provision of relevant Volunteer Request form to suit dragon boating requirements. Check if program is on website.
13	Ongoing. Draft policy to govern co-opting to the Board whereby the co-optee is first invited to attend a Board meeting to allow both parties to assess whether comfortable with the arrangement.
14	Actioned. Corporate paddle breakdown for 2009/10 provided to Treasurer with 2010/11 details to be provided by 30 June 2011. Correct BSB and account details to be placed on invoice.
15	Ongoing. Key register to be updated to record key for trailer given to Steve Clinch and Jennifer Bould with remainder held by John.
16	Ongoing. Sweeps accreditation test to be rewritten to be more generic.
17	Ongoing. Expressions of interest to be sought from clubs in July re Come N Try event in Naracoorte on 19&20 Nov 11.
18	Ongoing. Article to be arranged in mid year edition of Naracoorte Herald to promote above event and also through community notices and their website.
19	Ongoing. Arrange to inform local schools and clubs of above Come N Try event.
20	Ongoing. Replacement wheel obtained for jockey wheel hopefully negating the need for welding.
21	Actioned. Sea Rescue has advised that they are purchasing a bigger rescue boat and will no longer be able to provide their service to DBSA. Discussions to be held with SARA and Canoe SA to ascertain whether their boats could be used and investigate possible purchase of a rubber duckie. Action: John
22	Ongoing. Council provided new lock for power box to DBSA and Canoe SA which was unable to be keyed the same.
23	Ongoing. AusDBF yet to respond to requests for assistance with contact details for interstate clubs to send AMG promotional material. Chris Wood offered her assistance to send out the brochures which are to be distributed by end of July. Cut off date for gold ticket membership is 1 st July.
24	Actioned. Article submitted to Dragons Breath on Subsonix juniors making Australian canoe team.
25	Ongoing. Laptop to be obtained from Julie Kouba to investigate why internet connection is not working.
26	Actioned. Little progress with establishment of club in Port Pirie due to inaction by them in organising a Come N Try event. Suggested that they submit a team for the AMG social category. Noted that they have some of the wooden paddles.

6 FINANCIAL REPORT – JUNE 2011

DBSA TREASURER'S REPORT FOR THE MONTH OF

BANK BALANCE AS @

31-May-11

ACCOUNT 1

June

2011

Less total unrepresented cheques

#	141818	\$	69.93
#	1412084	\$	26.65
#	1412087	\$	350.00

\$ 446.58

\$ 3,458.14

BANK BALANCE AS @

31-May-11

ACCOUNT 2

Less total unrepresented cheques

Nil

BANK BALANCE AS @

31-May-11

ACCOUNT 3

\$ 8,303.48

ACCOUNTS PAYABLE

ACCOUNT 1

Admin Focus	Secretarial & Database	\$1,142.63	
Telstra	Phone	\$ 87.83	
J Holland	Maintenance meeting	\$ 108.00	
C Wood	Meeting exp	\$ 26.65	
Rowing SA	Coffee machine	\$4,500.00	
Sport SA	Breakfast meeting	\$ 60.50	
Land Management Corp		\$ 5.00	
Waiwilta Club	Race expenses	\$ 19.74	
			\$ 5,950.35

ACCOUNT 2

Nil

Cash balance Acct #1	\$ 3,458.14
Cash balance Acct #2	\$ 130.02
Cash balance Acct #3	\$ 8,303.48
Term deposit	\$101,742.47

TOTAL \$113,634.11**MONEY RECEIVED**

Credit interest account #3	\$ 45.43
Credit interest account #2	\$ 30.02
Credit interest account #1	\$ 261.80
Credit interest term deposit #1	\$1,742.47

Transferred funds from acct #3 to acct #1 \$3000

Reinvest term deposit #1 and #2 for another 6 months at 6%

Coaching course fees x 3 (\$750)

Refer to reconciliation report for registration payments and race fees

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

7 STRATEGIC PLAN REVIEW**4. Participation****4.1 Establish boat storage at Mawson Lakes**

Potential to have a partnership with a fitness company at Mawson Lakes.

4.2 Assist the establishment of new teams

In progress.

4.3 Establish a community event in the Riverland

Mildura Masters Games being considered along with the DBSA Murray 100 inaugural event held.

4.4 Participate in SA Masters Games

In progress.

8 JUNIOR DEVELOPMENT REPORT

Karen Graetz from Black Dragons had expressed interest in taking on the role of Junior Development officer. Agreed to discuss option of a trial basis first with minimum requirement to be 3 x schools participating in an event.

9 AUSDBF REPORT

AusDBF to be followed up to provide copies of the minutes from the last two Executive meetings and financials from the Nationals.

Action: Chris

The email from DBNSW re suitability of the 2012 Nationals venue was discussed. John Holland advised that a mid year meeting would be held in Melbourne to review the course to ensure it meets the AusDBF established course requirements. Information to be sought on venue from Victoria.

Action: Chris**10 SECRETARY'S REPORT**

The correspondence inwards and outwards was noted.

Letter received from Canoe SA advising of rental increase from 1 July 2011. Agreed that the increase would not be paid until Canoe SA provided detail of the breakdown of the rent paid by all users as requested on numerous occasions.

11 NEW BUSINESS

11.1 The Sailing Club

Board members have each been given a key to The Sailing Club and opening and locking up procedures were outlined.

The Port Adelaide Artists (PAA) are seeking a donation of paint from Mitre 10 of the "Dulux Wash N Wear Eco Choice Vivid White 56404912" paint for the walls. Supplies received of other colours to be put aside.

Minor carpentry work required before upstairs meeting room can be painted.

Noted a liquor licence would be sought and a bar put in place in the upstairs meeting room which could be used also for functions. A bar fridge would be placed downstairs for use by paddlers after training without the need to enter the clubroom.

Launch is planned for Saturday 12 November with a corporate fun event held to include a lantern festival, fire breathing dragon on the water and a family day. Hoped that the Messenger and local business would support the launch.

Joint Fundraising committee comprising Chris Wood, Jennifer Le Ray and Cheryl Watson are representing DBSA.

Once coffee machine has paid for itself then suggested proceeds go towards the general maintenance fund for this building.

11.1.1 Training times

Email to be sent to clubs seeking expressions of interest to train here. With use of the two Adelaide Sea Dragons boats there would most likely be five boats available.

Action: Chris

11.2 AusDBF Coaching Course – 28&29 May

AusDBF to submit invoice for reimbursement for costs for May coaching course.

11.3 Season 2011/12

Given the confirmation of dates for the Nationals in 2012 the DBSA State championships cannot be changed from the planned dates which clash with the Schools State Rowing Championships which means that the new course is not available and the titles would return again to Aquatic reserve.

The following recommendation from the June Racing Committee meeting endorsed in relation to allowing males to sweep in female categories provided there were no females available:

Should a male sweep be used however it was agreed that the team would not be eligible to win the overall event on the day however could qualify for the State Championships at which time it could no longer use a male sweep.

11.4 Events

11.4.1 Mildura Masters Games – 27 August

Jennifer Bould advised she would not be available for these games with alternatives to be sourced. Current registrations were not known.

11.4.2 13th Australian Masters Games 7-9 Oct

Registrations are trickling in for these games with clubs reminded that there is the option for Future Masters.

11.4.3 Naracoorte Come N Try – 19&20 Nov

Discussed earlier.

11.5 Murray Marathon

John Holland advised that the inaugural DBSA Murray 100 event was successful with Black Dragons winning over Adelaide Sea Dragons.

Invoice to be sent to participants at \$20 per head.

Action: Jen

The Marathon Canoe Club President had approached John Holland for discussions on the event in 2012 as they were seeking assistance from other sports such as outrigger, dragon boaters and surf rescue to increase the participation numbers. An apology was given to DBSA for the handling of the recent Murray 100 with regard to the fee to be charged and nil dialogue to resolve the issue.

Interest has been expressed from interstate clubs to participate in future events.

11.6 Life membership

Discussion held on possible candidate for Life Membership to be awarded at forthcoming AGM with the overwhelming consensus being in favour. To be announced at the AGM.

Action: John

11.7 Clearance – Kathy Bobyn

Clearance received from Dragons Abreast ACT for Kathy Bobyn to transfer to Water Warriors. Sweep accreditation noted.

11.8 Recreation SA membership

Agreed to renew Recreation SA membership.

12 ANY OTHER BUSINESS

- The documentation to account for the StEP funding was reviewed with recent activities noted and duly signed off to be submitted.
- The Office of Recreation & Sport (ORS) had held a focus group meeting the week prior as part of their review of the grant program. Feedback was duly provided by John Holland.
- Dept of Transport, Energy & Infrastructure holding an information session on Thursday 28 July at the Stamford Grand Adelaide from 2-5pm and also in Port Lincoln. It is in regard to the new national system currently under development that will streamline maritime safety laws making it easier for sea farers and their vessels to work around Australia without barriers. Not necessarily on interest to DBSA.

Noted copy of current exemption for use of life jackets, bucket and lanyard etc to be kept at The Sailing Shed also.

Action: John

- The draft design for the home page of the DBSA website was circulated.
- DBSA noted lack of information from AusDBF and the Nationals team in relation to the progress and selection of SA participants and noted therefore not in a position currently to congratulate those on the journey. Follow up with AusDBF to be undertaken.

Action: Steve

- Noted that Canoe SA had changed the month of their invoicing from 1st of Jan, Apr, Jul and October to a month later which would affect the regular payments made by DBSA. Agreed to follow this up with them and advise that it was not the preferred option.

Action: Jen

- Club contact list to be updated.

Action: Chris

- The AGM is scheduled for Tuesday 23 August at The Sailing Club. Discussion was held on whether the recommendation would be put forward to clubs to apply the automatic increase of \$5 to the registration fees for the 2012/13 season.

The general consensus was given the favourable financial position of DBSA currently that a reprieve would be recommended and no fee charged to clubs for their membership.

- Steve Clinch was asked should there be sufficient time available prior to the Worlds to visit the Pan American Club Crew event being held beforehand as a trial and provide feedback.

Action: Steve

13 NEXT MEETING

The next meeting is scheduled for 8pm on Wednesday 13 July 2011 at the Sailing Club, 1 Jenkins Street Port Adelaide.

14 CLOSE OF MEETING – 11:05PM

Signed: _____
Chairperson

Date: ____/____/____