



# MINUTES

## Board Meeting

**TUESDAY 10 FEBRUARY 2010 at 5:30PM**  
**At Sport SA, Military Road West Beach**

**1 OPEN MEETING – 5:00PM**

**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 19 JANUARY 2010 ACCEPTED AS A TRUE AND CORRECT RECORD**

**Moved:** Steve Clinch

**Seconded:** Rick French

**Carried**

**5 ACTION ITEMS**

01	Actioned. Clubs advised to send Team sheets and payment/details by COB Tue prior to race day.
02	Ongoing. Advertisement to be written for Junior Development position.
03	Ongoing. Table to be purchased for judges tent.
04	Actioned. Revised Strategic Plan forwarded to clubs for feedback.
05	Ongoing. Feedback to be sent to AusDBF on Sweeps manual
06	Actioned. Sport SA booked for Coaches Course for 22&23 May 10. AusDBF advised of dates.
07	Ongoing. Expression of interest for team managers for state team to be circulated.
08	Ongoing. Leonie Ebert & Sue King to be advised they will need to submit an application to be reclassified prior to any clearance being granted to a sports club.
09	Actioned. SADA advised to provide race day report on Pam Spears prior to reclassification.
10	Actioned. 1 <sup>st</sup> Club Crew Championship for Commonwealth countries invitation circulated.
11	Ongoing. Julie Li from the Chinese Association was unable to take up the position of SA rep on AusDBF Cultural committee and Wee-Ching Kong has kindly accepted.
12	Actioned. ID card issues to Dale Watson of ASD.
13	Actioned. Pt Pirie Regional Masters Games details circulated to clubs.
14	Actioned. Feedback sought from RC meeting on proposed change of venue to Aquatic Reserve for the Saturday of the State Championships due to request from Canoe SA.
15	Withdrawn due to no change of race venue for State Championships.
16	Ongoing. Quote for volunteer log book obtained for \$634 (Plus GST) from Hyde Park Press. Agreed to put on hold for time being until AusDBF version is obtained and reviewed to ascertain whether it would suit instead.
17	Actioned. Sport SA venue booked for Presidents Forum 10/02/10.
18	Ongoing. First Aid course with Royal Life Saving to be coordinated after coaches course.
19	Ongoing. Clearance policy to include suggested action to take when approached by a paddler for a transfer to another club.
20	Ongoing. 2008/9 corporate paddle breakdown to be provided.
21	Ongoing. Suitable venue for storage and location of office, staff and equipment to be sourced.
22	Ongoing. Update to be obtained from Martin Finn on status of shed being built at the Pat.
23	Ongoing. Website company to provide quote to revamp promotional brochure.
24	Ongoing. Boatshed keys to be supplied to Pat and Aquatic Reserve boatshed key to Rick.
25	Ongoing. 5 x boatshed keys to be ordered.
26	Ongoing. Volunteering SA paperwork to be completed.

27	Actioned. Trailers (x2) ordered for DBSA and (x1) for Blade Runners.
28	Ongoing. Council to be followed up for spare key to power pole electrical box.
29	Ongoing. Caution ape to be placed on racks in Torrens boatshed.
30	Ongoing. Suitable Board candidates being sourced.
31	Actioned. AusDBF changed stance on mixed crew team composition included in next newsletter.
32	Deferred monster Come N Try event until 2010/10 season.
33	Ongoing. P&D committee to organise Regional Masters Games in Naracoorte.

## 6 FINANCIAL REPORT – FEBRUARY 2010

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

January 2010

**BANK BALANCE AS @ 31-Jan-10 ACCOUNT 1 \$9,265.37**

#	141731	\$ 41.48	
#	141760	\$ 17.90	
#	141786	\$500.00	
#	141787	\$150.00	
#	141788	\$100.00	
#	141789	\$ 91.92	
#	141790	\$ 24.99	\$ 926.29

**\$8,339.08**

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

Less total unrepresented cheques

Nil

**BANK BALANCE AS @ 31-Jan-10 ACCOUNT 3 \$37,090.56**

### ACCOUNTS PAYABLE

#### ACCOUNT 1

Admin Focus	Secretarial	\$1,262.25	
AusDBF	Membership	\$ 50.00	
Black Dragons	Race prize 31/1	\$ 53.20	
Subsonix	Refund race fees 10/1	\$ 20.00	
Scarlet Skunk Marine Services	Buoys	\$ 355.30	
Powerblades	Refund ID card	\$ 60.00	
Adelaide Phoenix	Refund ID card	\$ 60.00	
Marsh	Hull insurance extra	\$ 331.71	
Rolling Pin	Nationals meeting	\$1,166.70	\$ 3,359.16
J Holland	Start gun caps	\$ 54.00	Already paid
Big W	LCD TV race exp	\$ 298.00	Already paid
Snowy's	Race exp – sand bags	\$ 24.95	Already paid

Cash balance Acct #1	\$ 8,339.08
Cash balance Acct #2	\$ 5,000.76
Cash balance Acct #3	\$37,090.56

**TOTAL \$50,430.40**

#### ACCOUNT 2

Nil

### MONEY RECEIVED

Credit interest account #3	\$ 145.58
Refer to reconciliation report for payments:	
Registrations	\$1,990.20
Race fees	\$2,780.00
Late card fee	\$ 210.00
Wallaroo event	\$ 750.00
Race withdrawal fees	\$ 40.00

**Moved:** Jennifer Bould

**Seconded:** Pat Doogue

**Carried**

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

Adelaide Phoenix and Powerblades to be reimbursed overpayment of \$60 each for production of late ID cards as the fee was not to be for each ID card but for each occasion. Black Dragons invoice of \$150 to be amended to \$30 accordingly. Agreed to charge late fee for *each* card from 2011 onwards.

Noted overpayment in last Treasurer's report to Admin Focus with correct amount being \$796.95 in lieu of \$1,434.51.

**Moved:** Chris Wood

**Seconded:** Jennifer Bould

**Carried**

**THAT the Pete Smith is to be removed as a cheque signatory from the Bank SA accounts and the cheque signatories for the Bank SA accounts will now be any two of the following three:**

➤ **Jennifer Bould, John Holland, Rick French**

**Action: Rick/Jennifer**

**7 STRATEGIC PLAN REVIEW**

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

**8 AUS DBF REPORT**

John Holland advised that at this stage AusDBF have only approved the hats for Nationals. Agreed to give one hat gratis to every state team member and volunteer and that 1000 should be ordered.

**Action: John**

AusDBF approval being sought for the other National clothing. With regard to numbers to order suggested contact Queensland to ascertain how many they sold at the last Nationals and the sizes.

**Action: John**

**9 SECRETARY'S REPORT**

Items of note included in the agenda for discussion.

**10 NEW BUSINESS**

**10.1 Race Day Team Sheets**

The two team sheets were redesigned into the following three:

- 500m race day
- 200m race day (20s)
- 200m race day (10s)

Agreed to advise clubs of use from Round 9.

**Action: Marie**

**10.2 Clearances**

The following clearance application was ratified:

- Karen Graetz – Adelaide Thunderbirds to Black Dragons

**Action: Chris**

**10.3 Nationals Exemptions**

The Board reviewed the following applications for exemptions for the Nationals and noted:

- Approved - Christine Jan Walsh from Waiwilta to paddle with Powerblades
- Approved – Andrew Spurling to paddle with Black Dragons (rather than NSW club)
- Deferred – Peter Norcliffe from Waiwilta to paddle with Black Dragons due to insufficient information being provided in accordance with the regulations

Clubs to be advised accordingly at the Presidents Forum.

**Action: John**

#### 10.4 New Paddler Register

Chris Wood advised that the register for new paddlers to record their first four free paddles had been updated for easier use as it now allowed for many more entries on the one page. Clubs would be reminded that it was a requirement for them to ensure that their new paddlers complete the form as one of its uses was to provide statistical data as part of the grant process and another to cover the new paddlers for insurance purposes.

**Action: Chris**

#### 10.5 AusDBF Coaches Course

The AusDBF Coaches course is scheduled for 22-23 May 2010 at Sport SA. Email reminder to be sent out to clubs seeking expressions of interest.

**Action: Chris**

#### 10.6 State Titles

John Holland advised that he would speak with Tim Wood to discuss the logistics of moving the pontoons to ascertain how long it would take and the process.

**Action: John**

Arrangements to be made to have the dragonboats towed around on the water along with the equipment on the Saturday morning.

**Action: John**

Clubs to be advised of option to set up their tents for Nationals alongside the officials tents.

**Action: John**

Suggested race schedule for discussion at Presidents Forum is:

- Sat am 500m
- Sat pm 200m 10s and B Grade
- Sun 200m 20s

**Action: John**

#### 10.7 Nationals

Agreed that DBSA would subsidise 50% of SA participants plus provide one training shirt free of charge and participants could either buy or borrow a race shirt.

### 11 ANY OTHER BUSINESS

- Agreed all state coaches to be reminded that it is compulsory to wear tops during state training in accordance with DBSA Policy #01 – Sun Smart.  
**Action: Steve**
- Chris Wood advised that the Pt Pirie Masters games would only be scheduling dragon boat racing on the Saturday (10<sup>th</sup> April) and that the Scouts had been booked to camp overnight to guard the equipment.
- Chris Wood advised that the Sport SA booking for the Nationals meetings was no longer suitable due to insufficient room available as another member had booked the adjacent room. Agreed to try Lacrosse SA, the Lakes Resort or the Wool Shed.  
**Action: Chris**

### 12 NEXT MEETING

The next committee meeting is scheduled for 8pm on Tuesday 9 March 2010 at the Pt Dock Brewery Hotel

### 13 CLOSE OF MEETING – 8:00PM

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

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