



MINUTES

Board Meeting

WEDNESDAY 11 AUGUST 2010 at 8PM
At Pt Dock Brewery Hotel, Pt Adelaide

1 OPEN MEETING – 8:15PM

2 PRESENT: Board members: John Holland, Jennifer Bould, Steve Clinch, Pat Doogue and Julie Clinch (by phone)

3 APOLOGIES: Wee-Ching Kong, Chris Wood and Rick French

4 MINUTES OF PREVIOUS MEETING 30 JUNE 2010 ACCEPTED AS A TRUE AND CORRECT RECORD

Moved: Steve Clinch

Seconded: Pat Doogue

Carried

5 ACTION ITEMS

1	Ongoing. Treasurer to chase up outstanding money for Coaches course from Powerblades paddler who is not able to be registered until paid.
2	Actioned. Clubs sent email seeking nominations for St John's First Aid course with nil response received. To be followed up at RC meeting.
3	Ongoing. Arrangements to be made for First Aid course in Pt Lincoln with 50% subsidy as sufficient interest expressed.
4	Ongoing. Promotional brochures for juniors and in general being designed by Loren.
5	Actioned. Approval given to Jon Kingston to redesign website with front page draft circulated.
6	Actioned. Neil McKenzie's report circulated to Board.
7	Ongoing. Flyer for Port Pub Challenge and River Torrens corporate event for 31 st Oct and 7 th Nov respectively to be coordinated by Steve Clinch. \$10 fee for Corporate events.
8	Ongoing. Contact AHA to ascertain interest in Port Pub Challenge.
9	Actioned. Organisers of Copper Coast Festival advised of DBSA participation on Sat 13 Nov under the same format as in 2009.
10	Ongoing. Black Dragons to be advised of approval for them to provide catering services for 2010/11 season as no other submissions received.
11	Actioned. Sweeps details received from clubs and now signed off in the database.
12	Ongoing. Steve to update Sweeps Accreditation test and then John Holland to send it to Michelle to bring the Pt Lincoln paddlers up to speed the same as metro sweeps.
13	Ongoing. Board reports to be provided to Secretary ASAP for inclusion in AGM papers.
14	Actioned. Additional lanyards provided to Marie.
15	Actioned. Club training roster circulated.
16	Ongoing. Investigate purchase of boat trolley through DBA who can provide at cheaper quote of about \$900.
17	Ongoing. Provide 2008/9 corporate paddle breakdown for reimbursement to clubs.
18	Actioned. Policy #05 amended to remove word "consecutive" from Sect 6.1.
19	Ongoing. Provide update from Martin Finn on status of shed being built at Patawalonga for West Beach Trust and possible boat storage.

20	Ongoing. Ask Council for spare key for power box.
21	Ongoing. Place "caution" tape on racks in Torrens boatshed
22	Ongoing. Key register to be updated to record key for trailer given to Steve Clinch and Jennifer Bould with remainder held by John and Paint Supplies keys
23	Ongoing. Update Policy register to ascertain when all policies are due for review
24	In progress. Webmaster working on redesign of database to allow for online registration of team sheets and payment
25	Ongoing. Noted stock not yet received to fill orders for clothing from the Nationals or green vests for trainee sweeps.
26	Ongoing. P&D committee to organise Regional Masters Games in Naracoorte after AGM.

6 FINANCIAL REPORT – August 2010

DBSA TREASURER'S REPORT FOR THE MONTH OF

July 2010

BANK BALANCE AS @	30-Jun-10	ACCOUNT 1		\$25,591.20
	Cheques #141731 & #141788 lost	#	141818 \$ 69.93	
		#	141850 \$ 15.54	
		#	141867 \$ 85.45	
		#	141877 \$400.00	
		#	141885 \$ 165.00	
		#	141886 \$2,292.37	
		#	141870 \$ 75.00	\$ 3,028.29
				\$22,562.91

BANK BALANCE AS @	30-Jun-10	ACCOUNT 2		\$ 6,460.10
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Less total unrepresented cheques

BANK BALANCE AS @	30-Jun-10	ACCOUNT 3		\$30,068.60
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ACCOUNTS PAYABLE

ACCOUNT 1

Admin Focus	Secretarial & Database	\$1,263.79		
Telstra		\$ 38.12		
Loren Morris	Brochure	\$ 100.00		
Sport sA	Agreement	\$1,650.00		
ABNote	Database, ribbons, cards	\$ 518.10		
AusDBF	Coaching course	\$6,250.00		
J Bould	Posage	\$ 7.05		
Rowing SA	Rowing course charge	\$3,010.00		\$12,837.06
Sport SA	Subscription	\$ 165.00	Already paid	
OR&S	Awards dinner	\$ 240.00	Already paid	
Mackenzie Associates	Junior DO	\$1,017.50	Already paid	
Australia Post	Merchandise posted	\$ 67.10	Already paid	
ABNote	Repair of printer	\$1,397.00	Already paid	

Cash balance Acct #1	\$22,562.91
Cash balance Acct #2	\$ 6,460.10
Cash balance Acct #3	\$ 30,068.60

TOTAL \$59,091.61

ACCOUNT 2

Nil

Money transferred from account #1 to #3 \$20,437.78

MONEY RECEIVED

Credit interest account #3	\$ 68.60
Refer to reconciliation report for payments	
Coaching course	\$ 3,500.00
Registrations	\$10,629.20
Pt Pirie Council Masters Games	\$ 5,330.00
Vendors from Nationals	\$ 520.00

- Outstanding list of payments for Nationals to be forwarded to Treasurer for follow up invoices to be sent in order for participants to maintain their registrations.
Action: Steve/Jennifer
- The Agreement from Sport SA for provision of administration services for 2010/11 was tabled and it was agreed that the amount of \$1650.00 for this service would be paid and the agreement signed however any further agreement would be considered should a move to the new facility eventuate.
Action: Board
- Jennifer Bould advised that a quote had been received from Hyde Park Press for the design and printing of 200 copies of the Volunteers log book for about \$643. Agreed to proceed.
Action: Jen
- The Assets register was reviewed and noted that equipment should be re-categorised and consolidated for easier reconciliation.
Action: Jen
- The 2009/10 Financial report as part of the AGM papers was tabled for review.
- Letter received from Canoe SA advising of rental increase.

Moved: Jennifer Bould

Seconded: Steve Clinch

Carried

Motion to accept and pay accounts on Account 1

7 STRATEGIC PLAN REVIEW

Nil review undertaken this meeting.

8 JUNIOR DEVELOPMENT REPORT

Nil report in light of resignation of Neil Mackenzie. Advertisement to be placed again with Sport SA.

Action: John

9 AUS DBF REPORT

AusDBF have scheduled Member Protection Information Officer course on Saturday 12/09/10 and a Members meeting on Sunday 13/09/10 to review the rules and regulations, the current state of the high performance committee and to hold an open forum.

John Holland and Patrick Doogue to attend and raise issue of accreditation required for Jennifer Bould to be undertaken in NSW when it can be held in Adelaide and for a review of the gender composition for Mixed crews.

Action: John/Pat

Noted Canberra organising committee for Nationals has guaranteed facilities will be provided.

10 SECRETARY'S REPORT

- Expression of interest submitted to coordinate 2011 Masters Games in Adelaide on October 7.
- Letter of resignation received from Ian Mackenzie.
- West Lakes Womens Probust Club seeking DBSA representative to speak at their monthly meeting on either 20/09/10 or 15/11/10. John Holland to attend.
Action: John

11 NEW BUSINESS

- Agreed recommendation to be put forward at AGM of \$5 increase to participation fees for 2011/12 season.
Action: John

12 ANY OTHER BUSINESS

- Discussions being held with LMC as to whether DBSA will have sole operational control of new premises.
- Interest expressed to organisers of participating in the forthcoming two day Art at the Heart artists market in Port Adelaide on 4&5 December as opportune marketing opportunity for clubs and DBSA to promote activities. Clubs to be advised and arrangements perhaps to have some boats put on the water also.
Action: John
- Recommendations from High Performance coach as a result of 2009/10 Nationals results were discussed and advice given to submit into a report to be presented at the AGM.
- The following clearance application was ratified:
 - Patricia Hartwright from SADA to Blade Runners
Action: Marie
- Discussion held on country clubs and registration in regard to if a club has a DBSA boat then they are required to pay a full registration fee for their participants rather than country membership.

Noted BWR and DAPL own their own dragon boat each however also have access to an AusDBF dragon boat which is currently stored there and discussion held on what fee should be charged for subsequent use. Suggested \$10 per member initially with intent to bring them up to eventually paying full membership fee otherwise boat could be returned.

Action: John

13 NEXT MEETING

The next meeting is the AGM scheduled for 6:30pm on Wednesday 18 August 2010 at Sport SA and the next committee meeting is scheduled for 8pm on Tuesday 7 September 2010.

14 CLOSE OF MEETING – 10:15PM

Signed: _____
Chairperson

Date: ____/____/____