



MINUTES

Board Meeting

Wednesday 12 June 2013 at 8PM
At The Sailing Club – 1 Jenkins Street Port Adelaide

1 OPEN MEETING – 8:05PM

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

3 APOLOGIES: Nil

4 MINUTES OF PREVIOUS MEETING 15 MAY 2013 ACCEPTED AS A TRUE AND CORRECT RECORD.

Moved: Chris Wood

Seconded: Rick French

Carried

5 ACTION ITEMS/BUSINESS ARISING

ACTION ITEMS – PREVIOUS MEETING

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| 251 | <p>Ongoing. Circulate State Coach advertisement to Clubs and website.</p> <p>It was noted that at the last Presidents meeting it was agreed that a new system would be trialled whereby the winning Club from the Masters and Grand Masters category at the previous State Championships would coordinate the respective State team for the following Nationals.</p> <p>Bearing this in mind and working through which teams would be given this honour it eventuated that the one Club won both categories. Given this outcome it was thought that the Clubs should be given the responsibility of working out how to best manage this with recommendation put forward that perhaps the runner up of one category be given the option.</p> <p>Feedback would be sought from the Presidents on the above and the following:</p> <ul style="list-style-type: none">○ Sport SA is hosting an expo type event on the 7&8 December in the city giving various sporting bodies the opportunity to promote their sport at a number of locations through Come N Try activities. Rowing, yachting, dragon boating and canoeing have been allocated a designated aquatic area on the Torrens. A fee of \$20 will be set for families to go around and access details and undertake various sporting activities. Each sport will pay approx. \$250 to set up their area with suppliers and various sport fitness and health companies also present.○ Security will be in place overnight and the DBSA support boat in use.○ To be determined is what involvement the Clubs would have in regards to setting up their promotional stands and the Come N Try events over the two days.○ Agreed that DBSA would support this event and leave it to the Presidents to decide how the organisation of this event should work. <p>Feedback to also be sought from Presidents on the Coaching course as follows:</p> <ul style="list-style-type: none">○ DBSA last offered a Coaches course almost three years ago which means that everyone's accreditation would expire soon. Anyone wishing to undertake another DBSA held Level 1 Coaches course must have a current Senior First Aid certificate. Sport SA have offered to provide a trainer at a fee of \$90 per person to deliver this course with a tentative date set for Sunday 14 July 2013 – 8.00am to 4.00pm.○ The plan is to hold the Coaches course at the end of August with discussion held on what subsidy should be offered, if any or a separate fund maintained whereby this money would be kept for training related expenditure only. In addition whether or not the subsidy would be given first to those undertaking the Coaches course.○ Agreed that the Senior First Aid course should be limited to those undertaking the Coaches course as a priority. |
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	<ul style="list-style-type: none"> ○ There is a pre-requisite that anyone undertaking the Level 1 Coaching course must have done the online coaching course prior and bring along the certificate to the course with them as proof. <p>Agreed that in the interim only the Premiers Coaching advertisement would be circulated. Action: John (#260)</p>
252	Ongoing. Arrange for purchase of container (x20ft).
253	Actioned. Schedule on Race program a Come N Try for Sun 30 Sept at Waikerie Liaison to occur with Waikerie contact to coordinate event. Action: Chris (#261)
254	Actioned. Credit Copper Coast \$414.44 for work undertaken on trailer and boat maintenance.
255	Actioned. Report and photos from the Corporate event held in Port Lincoln are to be circulated and included in DragonsBreath. Action: John (#262)
256	Actioned. Send email to Clubs advising of formation of website sub-committee and contact details.
257	Ongoing. Arrange Corporate Challenge Event advertising at Semaphore Odeon theatre.
258	Actioned. Follow up with Ben Masterson his interest in JDO position. Ben cannot commit for at least 6 to 8 months as he is starting a new business. Agreed to continue to work with current schools in the system to see if they are interested in putting in a team/s for the State Championships and give Ben some more time to sort out his business arrangements.
259	Actioned. Amend and post ratified policies (#000-#004) to website etc.
ACTION ITEMS – CARRIED OVER	
NO.	ACTION
078	Withdrawn as combined with #2161. Follow up contacts in Riverland in order to progress establishment of a team.
169	Ongoing. Arrange for various DBSA signage. Quotes received for Port Road sign from Infinity Signs and Sign-A-Rama. Agreed to go with Sign-A-Rama. Sign for container is to be placed on back of old banners. Sign for Sailing Club and plaque for trailer are being made.
170	Actioned. Arrange for Policy #07 to include missing Clauses and re-circulate. Amended Policy was tabled and endorsed.
178	Actioned. Provide OR&S with an agreed Match Fixing policy.
181	Ongoing. Arrangements for Volunteers luncheon on Sunday 23 June are being finalised.
203	Ongoing. Submit form to Council for sign to be up on Port Road to promote Corporate Challenge event.
221	Ongoing. Follow up with Karen Graetz for contact details at Pulteney and Woodville High schools to pass on to Ben Masterson
227	Ongoing. Post Incident Report form to website.
234	Ongoing. Follow up status of trolleys being quoted by Patrick (Lonsdale). Photos of the trolleys made at Streaky Bay were tabled as an example of what can be made. Agreed that if Patrick was unable to make suitable trolleys locally then 3 x trolleys would be purchased from Streaky Bay for no more than \$1300 each.
236	Actioned. Follow up with Steve details of the State team paddlers needing reimbursement of \$55 for entry fee to Nationals.
238	Ongoing. Arrange for Opening ceremony for 2013-14 season with applicable Monks with the assistance of John Harris.
242	Actioned. Arrange meeting of website sub-committee on Tue 7 May to update website and train users.
243	Actioned. Submit on Thursday the procedures in place for selection into the respective State team categories.
244	Ongoing. Follow up corporate payments with RM Williams, Flight Training and CSR. Credit note to be issued to RM Williams for amount owing as is being written off given uncertainty about apparent payment made. Action: Jen (#263) Flight Training have been followed up for outstanding monies with CSR to be followed up.

242A	Withdrawn. Follow up with Raymond as to how Phoenix was charged race fee for two of their volunteers.
243A	Actioned. Submit application form to Trademark "fierce, fast, furious".
244A	Withdrawn. Invoice to be resent to RM Williams.
247	Actioned. Arrangements to be made for replacement batteries to be inserted into walkie talkies.
249A	Actioned. Follow up footage from Totally Wild.

ACTION ITEMS – PRESIDENTS FORUM	
01	Actioned. A copy of Triathlon SA's race program for 2013/14 was obtained along with a map of their course for review. Agreed another site visit would be undertaken to ascertain options for event to be held on part of the same course. Action: John/Chris (#263)
02	Circulate to Clubs the letter sent to AusDBF after the Nationals expressing industry feedback
03	Circulate details and pre-requisites for a Level 1 Coaches Course in Adelaide
04	Advise John Holland if require any Club equipment to be placed on DBSA Public Indemnity Policy
05	Supply hooks to allow life jackets to be hung up in boatshed

John Holland advised that he has signed up to undertake the TA&E course so that he can be eligible to teach the Coaches Course.

Noted that the defibrillator has finally arrived and is currently at The Sailing Club.

6 FINANCIAL REPORT – MAY 2013

Reconciliation Report					
ID#	Date	Memo/Payee	Deposit	Withdrawal	
Cheque Account: 1-1110		ACCOUNT 1			
Date of Bank Statement:	31/05/2013				
Reconciled Cheques					
142243	8/03/2013	Cardiac Science - AED		\$187.00	
142249	20/03/2013	Dragons Abreast Pt Lincoln: Credit from 00000025		\$35.00	
142260	4/05/2013	Canoe SA		\$3,188.00	
142261	4/05/2013	City of Charles Sturt		\$120.00	
eft	8/05/2013	Admin Focus - inv 879		\$841.50	
142262	15/05/2013	Eagle boys		\$99.00	
142264	15/05/2013	Black Dragons DB Club (supplier)		\$50.00	
142265	15/05/2013	City of Charles Sturt - vehicle permit		\$60.00	
eft	20/05/2013	Optus - internet services		\$62.15	
eft	20/05/2013	S Clinch - state team BBQ, fuel		\$90.49	
eft	28/05/2013	Rowing SA - venue hire for state titles		\$2,750.00	
eft	28/05/2013	John Holland - reimburse Sydney trip, office & maintenance		\$1,784.71	
eft	28/05/2013	Black Dragons Dragon Boat Club		\$550.00	
eft	28/05/2013	Adelaide Sea Dragons - Nationals 20p		\$1,100.00	
eft	28/05/2013	Julie Clinch - Pt Lincoln		\$577.72	
TR000046	28/05/2013	Transfer of funds		\$2,600.00	
Total:			\$0.00	\$14,095.57	
Reconciled Deposits					
2513	7/05/2013	Cafe2u	\$54.00		
TR000044	8/05/2013	Money Transfer	\$1,200.00		
2514	13/05/2013	Payment; Water Warriors DB Club	\$30.00		
2515	15/05/2013	Adelaide Sea Dragons - J1	\$62.00		
2516	16/05/2013	State team - uniforms Cryer & Smith	\$110.00		
2517	17/05/2013	Blue Water Raiders - C1	\$72.00		
2518	17/05/2013	Coorong DB Club - C2	\$100.00		
2518	17/05/2013	Payment; Coorong DB Club	\$750.00		
2519	17/05/2013	Payment; Mildura Dragon Boat Club	\$175.00		
TR000045	28/05/2013	Money Transfer	\$10,000.00		
2520	28/05/2013	City of Charles Sturt	\$100.00		
2521	28/05/2013	Payment; Powerblades DB Club	\$232.50		
2521	28/05/2013	Powerblades DB Club - F1, J1	\$259.00		
int	31/05/2013	Bank SA	\$59.11		
Total:			\$13,203.61	\$0.00	

3.3 DBSA Dragonboat Officials Course

Discussion on the current system in place for volunteers to complete a log book was held with it being noted that the current system was not attracting many volunteers. As an option it was agreed to trial holding various workshops on the different volunteer activities to encourage participants to learn the activities without the pressure of a race day.

Action: Julie/Chris/Jennifer (#265)

3.4 National AusDBF Dragonboat Officials Course

Follow up to be made with AusDBF on status of this course.

Action: John (#266)

3.5 Senior First Aid Course

Discussed earlier.

8 JUNIOR DEVELOPMENT REPORT

Agreed to wait until Ben Masterson is in a position to hopefully look after this portfolio.

9 AusDBF REPORT

National focus is currently on the Aurora team and the Hamilton Island event.

Date has not yet been set for 2014 Nationals in Queensland.

Steve Clinch noted that at the recent National team training that one of the dragon boats that over turned lost their cox box speakers. Offer to be made to this team to purchase some spare DBSA speakers for the cox box.

Action: Steve (#267)

Steve Clinch reported that at the recent training camp that he mentioned the suggestion that AusDBF consider holding National team training in other locations besides the eastern seaboard with the response being in agreement provided accommodation and water was located at the same venue.

10 SECRETARY'S REPORT

Correspondence as follows

- Entry form has been submitted for DBSA to participate in the Naracoorte Masters Games during 4-7 April 2013. Event will proceed subject to sufficient water levels. Volunteers will be sought as required.
- Next AusDBF meeting will be held in Brisbane on 29&30 June with Chris Wood and John Holland to attend.
- Submission to host the 2016 WCCCs will be submitted to AusDBF next week.
- Next 360 degree review meeting will be held on 24 June. DBSA response rate was extremely high at 96%.
- Workshop was held at the State Sport Dispute Centre on 28 May. Presentation was delivered by Jecott Chambers on "Best Practice in Disciplinary Hearings for Sport".
- The various requests received for paddlers to either race with DBSA whilst being a member of an interstate Club, to potentially transfer from one Club to another half way through the season due to relocation from the country and for another interstate participant to train with one Club on a Saturday and another on the Sunday were all reviewed.

In accordance with DBSA and IDBF rules it was agreed not to set any precedents and to advise that any Participant can train with any Club or more than one Club provided that they are registered with DBSA and only race with one Club. If a Participant has already registered with AusDBF at another Club then they are to advise this so that it can be noted and not paid doubly.

Agreed Beth Dunchue to be advised that she will need to decide which club she wishes to race with and if changing clubs will need to gain a clearance from BWR.

Agreed to stick to IDBF rules and a paddler can only compete with one club in a season – paddlers need to decide which club they will race for in any season. If regularly training in SA a paddler will need to be registered with DBSA.

Chris to respond to Beth – John to get back to Phoenix, Matt will see on Saturday and let him know to pay DBSA rego.

Action: Chris/John (#268)

11 SAFETY

Noted three of the mats used to run the boats up have gone missing at the Boatshed.

12 NEW BUSINESS

12.1 Website update status

The next website sub-committee meeting is to be scheduled.

Action: Chris (#269)

12.2 Interstate paddler registering in SA

Discussed earlier.

12.3 Clearance ratification – Robyn Whan

The clearance application previously approved by email prior to the meeting was ratified:

- Robyn Whan – ASA to Waiwita.

Action: Marie (#270)

12.4 Water Warriors – Early Bird extension requested

The request received from Water Warriors for Warriors Abreast Early-Bird registration to be extended to 7 September 2013 was approved. To be noted that this would not occur next season as all Early-Bird registration deadlines would be set at 1 July.

Action: Marie (#271)

12.5 Policy reviews:

The DBSA Policies as listed below were tabled for review and ratification upon the below amendments being made:

- 005 – Conditions of Entry to Races – Eligibility Fixtures 2010
- 006 – Racing Committee Regulation – Revised April 2011-1
- 007 – Participant Clearance Policy - various
- 008 – Equity and Inclusive Policy (2008)
- 009 – Role of Dragonboat Drummer (2008)

Action: Marie (#271)

Clubs are encouraged to familiarise themselves with the various policies as they are being reviewed by DBSA and duly recorded in the Minutes.

13 ANY OTHER BUSINESS

- Pat Doogue advised of recent issues with his new master key for the Boatshed lock and that he was advised to contact Canoe SA to resolve however John Holland advised that the problem should be referred to Fred Davis at the Council.
- Chris wood advised of forthcoming Corporate event as part of the SA Rural Women's Gathering scheduled for 18-20 October. Dragon boating will be included as one of their workshops. Further details to follow.
- Clubs have been sent the draft training program so that they can indicate their preferred training time, location and number of boats required.

14 NEXT MEETING

The next Board meeting is scheduled for Monday 8 July 2013 at 8pm.

15 CLOSE OF MEETING – 10:15pm

Signed: _____
Chairperson

Date: ____/____/____