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| 454 | Ongoing. Consider suitable nominees for Publicity Portfolio. § Short list to follow up is: John – Mark Harvey, Trish Jenner, Trevor Richardson and Jill Fumage, Pat – Sean Carey and Rick - Judy Sweatman Action: John/Pat/Rick (#459) § Circulate copy of John Harris's portfolio document. Action: John/Pat/Rick (#460) |
| 455 | Actioned. Reinstate policy #013 – Appeals process and note 013 “that the appeal process against tribunal decision is described in the Member Protection policy and that any appeals against other decisions are covered within”. Upload Policies #10 & 12. |
| 456 | Ongoing. Ask Clubs for ideas at PF on how best to fill vacant committee positions. |
| 457 | Relocated to AusDBF. Withdrawn. Follow up to be made with local schools for their involvement in designing the Mascot for 2016 WCCCs. |
| 458 | Ongoing. Advise Clubs of insurance paperwork for 2014/15 on website. § Noted some Clubs had still not provided information as requested on this. To be raised at Presidents Forum. Action: Marie (#461) |
| ACTION ITEMS – ONGOING | |
| 169 | Actioned. Check if old sign can be used on container if graffiti cleaned off. |
| 266 | Ongoing. Follow up with Vic (AusDBF WA) when Pat should be attending course prior as part of the AusDBF Officials Course in SA or if joint course would be held. |
| 342 | Withdrawn. Visit Clare to check out suitability for venue for 2015 Regional Games with local contact David Lloyd. |
| 363 | Actioned. Post to website details about the volunteer accreditation program. § Include on website: “DBSA values volunteers...” And refer them to Policy #040. Action: Chris (#462) |
| 375 | As part of establishment of P&D sub-committee: o Look into possibility of scheduling an event at Mawson Lakes next season. o Arrange a meeting of all teachers to discuss how best to get Junior teams up and running. Action: P&D Committee(#463) |
| 405 | Actioned. Email to be sent to Clubs seeking expressions of interest from those willing to be on a centrally held list of volunteers for Corporate Events who would be paid accordingly (\$20/ paddlers & drummers - \$40 sweeps). New action item to follow up. Action: Chris (#464) |
| 429 | Ongoing. Website to be updated to reflect who is responsible for the various sections of the website (ie news/events) |
| 436 | Withdrawn. Arrange for cinema ad for Corporate Challenge to be in place Jun/Jul. Actually follow up |
| 437 | Actioned. Arrange for signage on Port Road for Corporate Challenge. § Advise Clubs that the details for the Corporate Challenge event are on the website (entry form, brochures). List the various steps involved for registration. Action: Chris (#465) |
| 437 | Ongoing. Follow up with Walford school to arrange to put up a DBSA banner promoting the Corporate Challenge event – offer in return free team entry and a Walford Challenge event. § Jennifer Bould read to the email sent to Walford school re establishing a team. |
| 438 | Ongoing. Organise Port Vincent regatta for after State Titles. |
| 441 | Ongoing. Arrange for disposal of old trolleys as they are a safety concern and flotsam rubbish at The Sailing Club. |
| 442 | Actioned. Undertake trial in July of recording number of volunteer hours assigned to DBSA. |
| 443 | Ongoing. Send weekly reminders in July for volunteer hours to be recorded by Board and a spreadsheet. |
| 445 | Ongoing. Follow up with Raymond for SmartSpace to be able to extract: report of the name/weight/paddling side and availability for the season for Participants. |

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| 446 | Ongoing. Follow up with Presenter from First Aid course to ascertain cost and availability to delivery annually. § Advise Clubs at PF that policy will be to run First Aid course annually on the second weekend in May to meet requirement for Sweeps and Coaches to attain this. One will be held in October this year however. Action: Chris (#466) |
| 448 | Ongoing. Follow up with Walford / Pulteney their interest in a schools program. |
| 452 | Actioned. Portfolio reports for AGM to be submitted to Marie for coordination in the AGM papers |
| 453 | Actioned. Coordinate AGM papers |
| 454 | Ongoing. Put forward Recommendation at AGM that Participant Registration fees be increased by 5% (rounded up/down) in 2015/16 |

The email sent out to Clubs seeking expressions of interest for the State Team was a good initiative with over 50 responses received. Agreed to send out again and raise at Presidents' Forum.

Action: Marie (#467)

6 FINANCIAL REPORT – JUNE 2014

Motion to accept financial reports and pay accounts on Account 1

Moved: Chris Wood

Seconded: Pat Doogue

Carried

7 STRATEGIC PLAN REVIEW

The following sections from the Strategic Plan were reviewed:

5. Volunteer Management

| OBJECTIVE | ACTION(S) |
|----------------------------------|---|
| 5.1 Train Race Day Volunteers | Produce an instruction manual for our race day volunteers and provide mentors § Actioned. |
| 5.2 Sourcing Volunteers. | Internal from Clubs Identify external sources ie. Sport SA / Volunteer SA § Is more fruitful to source volunteers internally. |
| 5.3 Volunteer kit | Investigate the development and issuing of Volunteer Packs that would include; T shirt, cap, and water proof jacket. § Actioned. |
| 5.4 Volunteer Acknowledgement | Annual Volunteer acknowledgement function § Noted to ensure all volunteers are included. |
| 5.5 Volunteer/Officials training | Establish a Log Book for recording qualifications of all race day volunteers § Actioned. |

9 ORS 360Degree – Action Plan Review

3. Services and Support

| Business Area | Action |
|--|---|
| 3.3 Range of dragon boating programs to engage new and existing paddlers | Race Committee to investigate programs to engage new and existing paddlers § Follow up meeting to be held with OR&S on Monday to update recent activity as part of 360Degree review. |
| 3.4 Guidance on recruiting, training and retaining Volunteer | Refer 2.1 § Being undertaken. |
| 3.5 Coaches have access to training | Coach training presenters to be appointed in SA (Level iv in training and assessing) § Both John Holland and Sean Carey are now accredited to deliver this course. Noted first two courses went well (second course run in July) further courses will be run as required (at least one course to be run per year). |
| 3.8, 3.9 Elite pathways and Talent ID | Reinvigorate the High Performance Portfolio § Being undertaken by Chris Wood and Jen Le Ray. |

9 JUNIOR DEVELOPMENT REPORT

Discussion held on how best Jen Le Ray could get this program up and running to have 2-3 schools at year end in a position to race off against each other. A training program has been established for a 60 minute, 90 minute or 4 week program which can be provided to schools.

Agreed that local schools should be targeted initially one by one.

Action: Jen (#468)

10 AusDBF REPORT

§ AGM is scheduled for 17 October 2014. Consensus was for both John Holland and Pat Doogue to represent DBSA and in support of the Motion being put that each state has only one vote.

11 SECRETARY'S REPORT

Correspondence as follows:

§ A photo of the sample medal with the plaque insert in the back was circulated. Quotes had been received to produce the insert at a cost of \$0.73 and \$1.20.

12 SAFETY & EQUIPMENT

Noted life jackets continued to be left on the floor and were subsequently being damaged. To be raised at Presidents' Forum.

Action: Marie (#469)

Any decision by the Board to purchase a TK1 for use for training for the Auroras would be considered at that time.

13 EVENTS

13.1 WCCCs 2016 – update

The tele-conference held earlier was postponed to 21/08/14.

13.2 Masters Games 2015 - update

The paperwork for dragon boating to be included in these Games was submitted and accepted.

Event will be held on the River Torrens from Thu-Sat of the Masters Games week with the After Party scheduled for the Saturday night. Thursday has been set aside for an extra race day or practice day as needed.

14 HIGH PERFORMANCE

A planning meeting of Coaches has been scheduled for 19 August 2014.

Quote to be obtained for a Motion Master for use not only by the High Performance team but also by Clubs.

Action: Chris (#470)

15 NEW BUSINESS

15.1 Clearance applications

§ Nil.

15.4 Policy Reviews

§ The following Policies were reviewed:

- #017 – Addendum to Sweeps Accreditation Scheme

John Holland circulated a folder containing Sweeps Training Program documentation that he had produced to replace the current Sweeps Accreditation Scheme. It has already been trialled with ASD and appears to be working well.

The aim would be for each Club to eventually have a Sweeps Coordinator accredited to be able to present the program to their own members.

To be discussed at the Presidents' Forum

Action: John (#471)

Policy #017 to be amended to state that it is reliant upon Sweeps completing the Sweeps Training program.

Action: John (#472)

- #018 – State Team Selection Process

High Performance team to review this Policy prior to next Board meeting.

Action: Chris & Jen (#473)

16 ANY OTHER BUSINESS

§ Nil.

17 NEXT MEETING

The next Board meeting is scheduled for Thursday 25 September 2014 at 8PM.

18 CLOSE OF MEETING – 10:10pm.

Signed: _____
Chairperson

Date: ____/____/____