

540	Actioned. Post Express Virtual Meetings dial in cards to regional Clubs.
541	Actioned. Respond accordingly to letter of resignation from Julie Clinch.
542	Ongoing. Written report to be provided to Coaches on recent Masters and Premiers camps.
543	Ongoing. Follow up status of Regional state team formation. § The correspondence received from BWRs was tabled. § Contact to be made with those that have expressed interest in the position of Regional Coach and Regional Team Manager to follow up. Action: Chris (#550)
544	Actioned. List of 10 paddlers qualifying for National team to be circulated to the Board. Congratulations message to be posted to Facebook.
545	Actioned. Process clearance: <ul style="list-style-type: none"> • Nida Norcliffe ASD to Subsonix
546	Actioned. Upload policies: #31-35 & #43.
547	Actioned. Proposed meeting dates for 2015 to be circulated to the Board.
510	Withdrawn - in-house. Follow up with fibreglass company on Port Wakefield Road to repair Champion boats that have holes in them.
512	Actioned. Replace all shelving in the shelving units at Aquatic Reserve.
513	Actioned. Follow up to be made with DBVic initially to see if they have a Champion OC1 canoe for sale otherwise order to be placed with Blair Gambell. § Noted that DBVic no longer have an OC1s for sale. § Discussion held and agreed to purchase 2 x second hand TK1 canoes instead. Action: Pat (#551)
514	Withdrawn. Send email to last user of OC1 that did not return it in a clean and washed state to remind him to do so in future. § Register is in place now.
515	Actioned. Include section for comments in OC1 register. § Remind clubs to send email advice out to all members. Action: Chris (#552)
519	Ongoing. Cinema advertising campaign for Juniors and one for Corporate Challenge event to be developed.
520	Actioned. The DBSA and ASA banners were collected from the Council and are now stored at The Sailing Club.
524	Ongoing. Place further details of Masters Games event on DBSA website and ask AusDBF and other members to post to their websites.
528	Ongoing. Restrict access to SmartSpace to only 1-2 Database Operators per Club and advise them of this and requirement for them to have a Police Clearance in accordance with the Member Protection Policy.
ONGOING	
266	Ongoing. Submit an Issues paper to AusDBF on assistance to be provided for Pat to undertake this 'Train the Trainer' course as agreed as a matter of priority. § Email to be sent to K. Watt advising that airfare has been booked for Pat to attend course in Perth and that reimbursement would be sought from AusDBF.
375	Ongoing. As part of establishment of P&D sub-committee: <ul style="list-style-type: none"> • Follow up status of Debbie Attewell & Cheryl Gray's endeavours to get a team established at Mawson Lakes next season. • Arrange informal meeting of interested teachers within the association to discuss how best to get Junior teams up and running. • Send letter to 3 x schools (Pulteney, Nailsworth, Le Fevre) to encourage formation of junior teams for States and Worlds.) • Produce Selection Policy & Talent ID policy for State Team.
429	Ongoing. Follow up with Corey for Club website pages: Victor Dragons.
438	Ongoing. Organise Port Vincent regatta for after State Titles. § Disappointment expressed that some Clubs will not be supporting this event. § Event will be Open Aged – Mixed and to be posted to website. Action: Marie (#553)
448	Ongoing. Follow up with Walford for participation in an end of year event in 2015.
445	Ongoing. Replacement drum seat to be available by 31st January.

446	Actioned. Place article in next DB re status of member clubs' Star Club accreditation. Will issue in next couple of weeks.
451	Ongoing. Follow up with Meg Williams - a Subsonix paddler - re design for 2015 State top (competition).
466	Ongoing. PF: Advise Clubs of annual First Aid Course to be held 24/5/15 from 9am-5pm @ \$130 per person. Follow up to be made on the price quoted and whether it is required to be renewed annually or 3-yearly then post to website and let Clubs know. § Follow up to be made with Susan to query cost as course is available in the city for \$89. Clubs could be encouraged to utilise this option if cheaper and DBSA could subsidise Above set course is currently on hold.
473	Ongoing. Review Policy #018 – State Team Selection process and incorporate selection policy for all categories and Juniors.
474	Ongoing. Venue booked for 23/5/15 however one band member is unavailable so new date to be scheduled for 'end of season' function at CYC.
476	Ongoing. Produce a Volunteer/Staff Induction booklet and management policy plus a succession plan to complete Star Club steps for DBSA. Log on to Star Club website and familiarise yourself with Questions #11, 12 15 – as they are to be actioned. • Issue with log on details and access to be resolved.
480	Ongoing. Sign to be made up advising that "life jackets are to be stored in bundles of 10 and hung off the floor".
481	Ongoing. Remind Clubs that order will be placed mid-January for the Motion Master unit and of available discount for additional units ordered. Purchase flotation device as part of order. • Clubs advised and ASD placing an order with WWs to be followed up if they received grant funding. Coorong seeking further details.
484	Withdrawn. Arrange for maintenance to be undertaken on yellow boat.
490	Actioned. Arrange for collection of boat in Port Pirie. • Wallaroo have collected boat and it is currently located in Port Pirie. They are keen to provide necessary maintenance and will follow up location of trailer.
497	Actioned. Speak to SARA about jointly submitting for a grant for a large screen for the Worlds. • Next grant round is March/April at which time a joint application will be submitted.
501	Ongoing. Re send quotes (x2) for Finish line time systems and reminder that they are to be kept Confidential at this stage. • Both quotes were reviewed and agreed that the Finish Lynx system would be the better option with follow up to be made with supplier for a reduction in price, if possible.
502	Ongoing. Complete Skills Matrix worksheet and submit to Marie for compiling into the one document.
503	Ongoing. Include article in DragonsBreath on draft letter being sent to enquiries received and referring them to the Clubs' websites. Encourage Clubs to ensure that their websites are engaging.
504	Ongoing. Liaise with PAAF on design art competition for school children to paint one of the old dragon boats for the 2016 WCCCs. • Noted PAAF have commenced work on the mural.
507	Ongoing. Purchase spare wheel for the Umpire's Boat trailer.
508	Actioned. Follow up with Ronnie Lane for uploading of race results to website in Whyalla otherwise put to RC to nominate someone. • As an aside request received from Michelle Lenon advising that Coorong Dragons wanted to swap heats in Races 8&9 to give their Sweep a rest however this was denied.

6 FINANCIAL REPORT – DECEMBER 2014

The financial reports as at 31/12/2014 were circulated prior to the meeting.

Motion to accept financial reports and pay accounts on Account 1

Moved: Jennifer Bould **Seconded:** Pat Doogue **Carried**

Agreed to transfer funds from the special purpose Express Saver account over to a Business Access Savers account which is offering better interest.

Action: Jen (#554)

Follow up to be made with Flight Training Centre for invoices for corporate event.

Action: Chris (#555)

Noted Clubs yet to be reimbursed for EFM corporate session volunteering as breakdown not yet received by the Treasurer.

7 STRATEGIC PLAN REVIEW

The following sections from the Strategic Plan were reviewed:

3. Coaching & Officiating

OBJECTIVE	ACTION(S)
4.1 Establish a Boat Storage facility at Mawson Lakes	Seek information about potential facility storage opportunities § Follow up to be made with WWs who are investigating this option. Action: Chris (#556)
4.2 DBSA Members are all Star Clubs	Actively promote accreditation to the Star Club program to all of the DBSA member clubs § Noted some Clubs are still working their way through this with Adelaide Phoenix the only club not registered to date. § Advice to be included in next DragonsBreath on number of modules remaining for participating Clubs. Action: John (#557)
4.2 Assist the establishment of new Member Clubs	Provide relevant information including a Manual for Clubs Provide assistance as required, including the provision of boats § Kangaroo Island Kids (KIDs) are currently going through process of establishing themselves. § Naracoorte keen to come under the umbrella of Sea Dragons initially. § Interest received from Murray Bridge contacts to establish a team.
4.3 Mildura Masters Dragon Boat event	Work with Mildura Council to ensure that Dragon Boating is included in Mildura Masters Games every 2 years. § This event was recently cancelled.
4.4 Participate in the South Australian Masters Games	Ensure that Dragon Boating is included all Masters Games in South Australia § The sport is registered for the Games and high on their Agenda.
4.5 DBSA paddlers remain competitive both Nationally and Internationally	Provide quality up to date equipment and training aids § Looking at purchasing TK1s (x2) and Ocean Master.
4.6 Race Day Broadcasting	Provide a broadcast on race days recognising sponsors and provide information § To be posted to Facebook to hopefully attract interest. Action: Pat (#558)
4.7 Annual Social Function	A function in May of each year where seasons achievements will be recognised § Currently being organised for May 2015.

8 ORS 360Degree – Action Plan Review

2. Communications & Relations

Business Area	Action
2.1 Provided with information to perform role	Provide training in all volunteer roles § Being done as part of Star Clubs program.
2.2 Website contains resources that are useful	Website Sub-Committee activated. § Noted that website needs to be kept up to date with only current information.
2.3 DBSA uses social media to keep me informed of current news and events	Website Committee to keep Facebook page relevant and up to date § Being done.
2.4 DBSA listens to my point of view	Refer 1.3 § Issues paper template is now available for anyone to submit to DBSA. Few received to date.

9 JUNIOR DEVELOPMENT REPORT

Noted Subsonix have registered a number of Junior paddlers recently. Endeavour to form a composite junior team amongst the Clubs.

10 AusDBF REPORT

§ The AusDBF Newsletter was recently circulated. Noted little correspondence on activities received from President.

11 SECRETARY'S REPORT

Correspondence as follows:

§ Letter from Water Warriors seeking dispensation for Zita Griffin to be downgraded from a Sports paddler to Social paddler to be able to paddle with Warriors Abreast due to some medical issues.

Motion to ratify downgrade of Zita Griffin from Sports to Social paddler.

Moved: Chris Wood

Seconded: Steve Sadik

Carried

§ Christmas card received from ASA to DBSA and the DBSA Board.

§ Flyer from University of Adelaide offering Mandarin language class. To be scanned in and circulated to Clubs.

Action: Marie (#559)

§ Grant application has been submitted for an "Inclusion program" for PFDs and paddles to develop new regional clubs and to cover some development costs.

12 SAFETY & EQUIPMENT

The status of the damage being caused to boats at Aquatic Reserve boat ramp and subsequent maintenance day to occur was discussed along with the purchase of TK1s (x2).

13 EVENTS

13.1 WCCCs 2016 – update

§ Next DBSA sub-committee meeting scheduled for Sunday 8/2/15 at 11am.

§ Email to be sent to Kel Watt seeking data for next AusDBF planning meeting.

Action: Marie (#560)

13.2 Australian Masters Games 2015 - update

§ Discussed earlier with agreement to continue to promote event on Facebook and website up to and including during event.

14 HIGH PERFORMANCE

The team lists for Premier, Senior B & C State teams were tabled and endorsed.

16.1 State team – payment of registration fees?

Consideration was given to whether DBSA would again cover the cost of the State Team registration fees for the 2015 Nationals in Perth. It was agreed that this would occur and would be publicised and noted that the State Championships team racing entry fee will be \$10 per day per person.

Action: John (#561)

15 CLUB ISSUES

Nil.

16 NEW BUSINESS

16.1 Clearance applications

The following clearance applications were ratified:

§ Lynette & Mario Ferarri – Water Warriors to Subsonix

§ Marissa Altree – Black dragons to ASDs. – once paperwork completed

Action: Marie (#562)

16.2 Policy Reviews

Nil.

16.3 Issues Paper – Jennifer Bould

The Discussion paper received from Jennifer Bould proposing funds be raised at future Peter Bristow Long Course races for a charity that Peter Bristow's wife would endorse, was tabled.

Initial conversation to be held with Powerblades paddlers to ascertain the best way to set up a gold coin donation which would be acceptable to Peter's wife.

Action: Pat (#563)

16.4 Race day withdrawal fees

Noted that at the last race meeting one Club commenced a race and withdrew after paddling about 200m to avoid being fined a withdrawal fee on the day.

Noted that there is no 'withdrawal fee' on the day as sometimes this could not be avoided.

A 'withdrawal fee' would be issued however to any Club that withdraws their team after submitting their team on the Tuesday night in SmartSpace as required and prior to race day.

The invoices raised incorrectly to Clubs for withdrawing from an actual race day would be cancelled. Invoices would be issued for those Clubs who withdrew after the Tuesday deadline and prior to the race day.

Action: Jennifer (#564)

16.5 Coorong Dragons – DBSA ergo

Agreed that Coorong Battle Dragons could borrow the Ergo machine for a week.

16.6 Meeting date change – Thu 10/12/15 to Wed 9/12/15

Approved.

16.7 Presidents' Forum & AGM dates

The following meeting dates were set for Presidents' Forums and AGM:

§	Wed	08/02/15	Presidents' Forum
§	Wed	14/05/15	Presidents' Forum (prior to Board meeting)
§	Wed	19/08/15	Presidents' Forum & AGM
§	Thu	12/11/15	Presidents' Forum

Action: Marie (#565)

16.8 RC recommendation:

The following Recommendation from the RC was tabled:

§ Discussion held on whether there should be a requirement for Clubs to enter into a category at least twice during the season to compete at the State Championships. Agreed that this was no longer a requirement as Clubs are supporting the race days positively and that the minimum should be once per season. Recommendation to be put to the Board to amend the Policy.

This was discussed at length and noted that the Board was not in favour at this stage part way through the season but would trial it in the 2015/16 season.

17 ANY OTHER BUSINESS

§ Issues paper template to be sent to enquiry received from Janet Lynn (Amazons Perth Dragon Boat Club) to address issue with AusDBF on being able to compete at the Nationals as part of IDBF Rules along with copy of IDBF ruling on this.

Action: Chris (#566)

§ The email correspondence from the web master advising of \$1600 fee to upgrade the CMS website to be responsive across all media platforms along with other improvements was tabled and discussed. Approval was given to proceed given the perceived benefits.

Action: Chris (#567)

§ The offer to participate in the West Beach SLSC Pink Swim on 14/02/15 was considered and declined.

§ Email to be sent to Clubs seeking volunteer to be dedicated Race Starter for the 17/01/15 race day.

Action: Rick (#568)

§ Task Lists to be updated to include that the defribulator would now be required for race days held away from Aquatic Reserve and would be required to be placed into the DBSA trailer and returned to the Boatshed upon race completion.

Action: Marie (#569)

18 NEXT MEETING

The next Board meeting is scheduled for 8.00pm Monday 9 February 2015 at The Sailing Club.

19 CLOSE OF MEETING – Midnight.

Signed: _____
Chairperson

Date: ____/____/____