



MINUTES

Board Meeting

WEDNESDAY 12 AUGUST 2015 at 8PM
At
The Sailing Club – 1 Jenkins Road Port Adelaide

- 1 **OPEN MEETING – 8:20PM**
- 2 **PRESENT:** John Holland, Sam Kelsh, Christine Wood, Jennifer Bould, Pat Doogue and Rick French
- 3 **APOLOGIES:** Chris Kelley and Jennifer Le Ray
- 4 **MINUTES OF PREVIOUS MEETING 9 JULY 2015 ACCEPTED AS A TRUE AND CORRECT RECORD.**
Moved: Chris Wood **Seconded:** Sam Kelsh **Carried**
- 5 **ACTION ITEMS/BUSINESS ARISING**

NO.	ACTION
622	Ongoing. Purchase TK1s (x2) and TK2 (x1).
623	Ongoing. Coordinate Moon Lantern Festival event with Ben and provide details to John so that ASD can coordinate in due course. <ul style="list-style-type: none">▪ Noted Finish Camera will be placed on Popeye's landing. Contact details for Popeye to be provided to Sam to follow up. Action: Chris (#636)
624	Ongoing. Produce policy on #11 from Star Club follow up.
625	Actioned. Update financial report with changes suggested at the end of the meeting.
626	Ongoing. Arrange meeting of Sweeps' Committee to discuss ongoing functioning of the Committee.
627	Actioned. Agreed to respond to AusDBF in favour of recommendations #1-7 however there should be no exemptions in place under any circumstances.
628	Ongoing. Submit article for Sports Star magazine (ASD). <ul style="list-style-type: none">▪ Article on Auroras being submitted for next edition.
629	Actioned. Process clearances to SADA of: Rick & Julie French, Lorraine Frisby.
630	Ongoing. Update policy #11 to include details of grab rails now on pontoons and Finish Lynx system once purchased. <ul style="list-style-type: none">▪ On hold until details of Finish Lynx System operations worked out.▪ Include amendment re 'Under Starter's Orders' and white flag as discussed.
631	Actioned. Upload policies #10 and remove #13.
632	Actioned. Participant Registration fee recommendation at the AGM should be for an overall CPI increase of 2.2%.
633	Ongoing. Liaise with MA Holt for season launch opening ceremony on 13/9/15. <ul style="list-style-type: none">▪ Advise MA Holt that this ceremony would now be conducted during the Moon Lantern Festival.
634	Ongoing. Try to source 20 super-sized life jackets whilst in China. <ul style="list-style-type: none">▪ Noted that this size jacket is not available from China and that they would need to be sourced locally through the provision of a grant when available.
635	Actioned. Take eftpos machine along to quiz night.

473	Ongoing. Circulate revised Policy #018 – State Team Selection process.
476	Ongoing. Log on to Star Club website and familiarise yourself with Questions #11, 12 15 – as they are to be actioned – come up with suggestions.
501	Actioned. Unit is in the Sailing Club Office. <ul style="list-style-type: none"> Make final payment on receipt of Brookes Finish Lynx timing system.
504	Actioned. Follow up with Helen Bock (PAAF) if they are still keen to be involved in this competition (painting of yellow boat) <ul style="list-style-type: none"> Withdrawn as Helen Bock was seeking details of the payment that they would receive for this activity. Noted it would be too late to apply to any grant for this funding.
519	Ongoing. Circulate brief for Cinema advertising campaign for Juniors and one for Corporate Challenge event.
528	Actioned. Restrict access to SmartSpace to only 1-those that are in the 4 x prescribed positions.
532	Ongoing. Publicise regular AMG updates on Facebook and website. <ul style="list-style-type: none"> Noted disappointing that only a few SA Clubs have registered to date. Paddlers form Clubs not participating could still form part of a composite team.
586	Actioned. Submit revised Constitution for AGM to elect Committee members only with the Committee itself to elect the Office Bearers.
588	Actioned. Send updated manual for Volunteers to Rick and Jen to include mentee list.
591	Ongoing. Forward contact details to Christine of Unley High School man for inclusion on the Torrens Users Group contact list.
592	Ongoing. Upon receipt of sample logo for state top from Kane make a decision on preference out of his and Aisha's and any others received.
606	Ongoing. Follow up with Nathan Kane for him to do changes to the DDU logo as requested by AusDBF. <ul style="list-style-type: none"> Noted that the resubmitted logo did not follow the brief. Follow up to be had with Martin for his opinion as is now urgent.
608	Actioned. Send another reminder email to Clubs promoting Frist Aid course on 19/7 and note the requirement for Sweeps to be current with this accredited training.
609	Ongoing. Send to BWR details of the new Cox Mate unit and the Motion Master app for them to arrange whichever suits. <ul style="list-style-type: none"> The newly purchased Cox Mate unit has been trialled by John and was tabled.
613	Actioned. Meet with organiser on Tue to sign agreement for 2-day water sports event in Oct 16.
616	Actioned. Advise Jonathan to go ahead and put countdown clock on website for AMG and other events as required.
617	Actioned. Reinvest term deposit account for 6 months at 2.7%.
619	Actioned. Advise when first introductory Dragonmites get together will be. <ul style="list-style-type: none"> Email advice sent out to Clubs advising 4 October will be the first get together.
620	Ongoing. Send monthly emails seeking volunteers and Sweeps/Drummers for Life Be In It scheduled for Feb – mid March 2016. <ul style="list-style-type: none"> To be raised at PF as only 6 volunteers received to date.
621	Ongoing. Follow up with Peter Egel (Finishlynx) re his system for hire of results screens for WCCCs.
622	Ongoing. Register as a DBSA volunteer on the AMG website.
626	Withdrawn. Introduce training roster as required after follow up with Subsonix and advise Auroras of requirement to request a boat for their training sessions. <ul style="list-style-type: none"> To be raised at PF.
627	Ongoing. Follow up with DBNSW for a copy of their paperwork for these awards to be adapted locally: (ie Individual of the Year, President's recognition) and a possible Life membership for Board members).

With respect to renewing all insurance policies locally with Marsh there has been nothing heard back from AusDBF as to DBSA not taking up a policy with their preferred supplier.

6 FINANCIAL REPORT – JULY 2015

The financial reports as at 31/7/15 were circulated prior to the meeting and were uploaded to the website.

Advice received from Canoe SA of a 40% rise in Council charges and as a result the rent has been increased. To be circulated and perhaps passed to two local Council paddlers for their opinion prior to re negotiating given the amount of space used by DBSA and the respective ancillary fees being included. **Action: John (#637)**

Discussion was held on whether the lease fee of \$500 should be charged those Clubs currently leasing a boat from DBSA. Noted that DBSA would be obtaining a number of new boats upon the completion of the Dragons Down Under event. Agreed that they would all be advised that there would be no fee imposed as long as the boats remained in good condition and that DBSA will continue to pay for their insurance.

Action: Jennifer (#638)

Several options were discussed for the use of the old Champion boats – we will consult widely before making any decisions. Noted AusDBF is currently discussing options for the new 10s boats.

Noted that the State government SRSP funding of \$17,500 has not yet been received

Motion to accept financial reports and pay accounts on Account 1

Moved: Pat Doogue Seconded: Rick French Carried

7 STRATEGIC PLAN REVIEW

4. Participation

The below actions were briefly reviewed and agreed that they were all still pertinent and would be considered further as part of the Strategic Plan review at the next Presidents' Forum meeting.

OBJECTIVE	ACTION(S)
4.1 Establish a Boat Storage facility at Mawson Lakes	Seek information about potential facility storage opportunities
4.2 DBSA Members are all Star Clubs	Actively promote accreditation to the Star Club program to all of the DBSA member clubs
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
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
4.4 Participate in the South Australian Masters Games	Ensure that Dragon Boating is included all Masters Games in South Australia
4.5 DBSA paddlers remain competitive both Nationally and Internationally	Provide quality up to date equipment and training aids
4.6 Race Day Broadcasting	Provide a broadcast on race days recognising sponsors and provide information
4.7 Annual Social Function	A function in May of each year where seasons achievements will be recognised

Agreed to promote on Facebook seeking race day broadcaster and to follow up contact to perhaps source a student studying media studies. **Action: Pat (#639)**

8 ORS 360Degree – Action Plan Review

1. Leadership

Business Area	Action
1.1 , 1.2,1.4 Forward planning and input into forward plan	Review current strategic plan and again seek input from all members <ul style="list-style-type: none"> ▪ Being done at Presidents' Forum meeting 19/8/15.
1.5 Raise the profile of the sport	Initiate the Cultural and Publicity Portfolio <ul style="list-style-type: none"> ▪ In place.
1.3 Open and Transparent	Invite any registered paddlers to submit papers on any issues concerning them <ul style="list-style-type: none"> ▪ Template designed for use with two received to date.
1.6 DBSA advocates for infrastructure and facilities to meet dragon boating into the future	Work with Renewal SA to maintain Sailing Club lease <ul style="list-style-type: none"> ▪ Discussions being held. Work with AusDBF & IDBF on replacement of boat fleet <ul style="list-style-type: none"> ▪ Discussions being held.
1.1 The overall direction, policies and pathways for dragon boating are consistently aligned at the National and state and local levels	Ensure the High Performance Pathway is clear and consistent with the NSO plan <ul style="list-style-type: none"> ▪ Follow up to be made with AusDBF for a copy of their HP plan so that it can be aligned locally. Action: Christine (#640)

9 JUNIOR DEVELOPMENT REPORT

Follow up discussion to be held at Presidents' Forum on status of Dragonmites team.

- 10 AusDBF REPORT**
As noted above AusDBF to be asked for a copy of their High Performance plan.
- 11 SECRETARY'S REPORT**
Nil correspondence of note received.
- Correspondence was sent to AusDBF providing feedback for the Nationals events and also re the governance survey.
- Latest DBSA letterhead to be sent to Sam Kelsh. **Action: Pat (#641)**
- 12 SAFETY & EQUIPMENT**
Nil.
- 13 EVENTS**
- 13.1 Australian Masters Games (AMG) 2015 – updates**
- Noted there would be over 500 participants competing which was outstanding.
- 13.2 WCCCs 2016 – update**
- The logo design is the most pressing action currently.
 - Noted a number of overseas Clubs have already booked accommodation.
 - Samples of life jackets would be sought from China prior to agreeing to purchase.
- 14 HIGH PERFORMANCE**
Noted pre season planning is underway.
- 15 PUBLICITY**
Regular promotion of DBSA activities continues in SA Sportstar magazine.
- Discussion to be held at PF meeting if Dragonsbreath articles can be included in Sportstar magazine.
Action: Marie (#642)
- Noted website needs updating. **Action: Christine/Pat (#643)**
- Reminder discussion to be held at PF around issues faced by Clubs and the allocation of their contact DBSA Board member. **Action: Marie (#644)**
- 16 CLUB ISSUES**
Nil.
- 17 NEW BUSINESS**
- 17.1 Clearance applications**
Nil.
- 17.2 Policy Reviews**
Nil.
- 18 ANY OTHER BUSINESS**
- Approval given for the support boat to be serviced. **Action: Rick (#645)**
- 19 NEXT MEETING**
The next Board meeting is scheduled for 8pm Thursday 10 September 2015 at The Sailing Club.
- 20 CLOSE OF MEETING – 9:52pm.**

Signed: _____
Chairperson

Date: ____/____/____