



642	Actioned. Initiate discussion with CSC on possible building upgrade of the Boatshed for possible joint submission to Council. <ul style="list-style-type: none"> <li>Needs to be included in DBSA Strategic Plan for long term action. Noted would need to apply for grant 50/50. Canoe SA could also apply under the same terms</li> </ul>
643A	Ongoing. Ask Corey if he will update website regularly. <ul style="list-style-type: none"> <li>Chris Kelley volunteered to promote the DDU event by taking photos and uploading them.</li> </ul> <b>Action: Chris K (#703)</b>
649	Ongoing. Schedule training session for DDU volunteers at SARA. <ul style="list-style-type: none"> <li>Date to be locked in to meet with IDBF meeting requirements.</li> </ul>
655	Ongoing. Circulate flowchart for pathways to international participation for sweeps, paddlers and volunteers to committee for comment.
657	Actioned. Circulate designs for state top logo/design once preferred top for male/female is chosen at next race day. <ul style="list-style-type: none"> <li>Sample designs tabled with feedback given on preferred model.</li> </ul>
671	Ongoing. Follow up to be made with Blind Welfare association to discuss possibility of participation in the sport by their members.
675	Ongoing. Seek support from Clubs for Murray Bridge Masters Games in and post event details on Facebook. <ul style="list-style-type: none"> <li>Noted 4 x Clubs participating currently.</li> </ul>
676	Ongoing. Follow up with CSC re community involvement in boat painting (schools/libraries) and with Graffiti Artist as to how it would work. <ul style="list-style-type: none"> <li>Noted Council are arranging this and have purchased 80 wooden paddles from SADA and will place the SA logo, DDU logo and CSC wording on it to be awarded during the medal presentation ceremonies.</li> <li>A special presentation of the paddles will be given to the Juniors.</li> </ul>
681	Ongoing. Obtain from Evright Trophies sample pins to be given to volunteers. <ul style="list-style-type: none"> <li>Changed to Rick and Chris to work together on this.</li> </ul>
682	Ongoing. Follow up with Greg MacNamara to be Broadcaster during States.
687	Ongoing. Submit Sporting Governance Checklist.
692	Actioned. Collect boat from Port Pirie from Ron Ottway and return to The Sailing Club.
693	Actioned. Review AusDBF draft Constitution changes and advise of any concerns to John.
695	Actioned. Relocate TK1 to The Boatshed.

## 5 FINANCIAL REPORT – FEBRUARY 2016

*Motion to accept financial reports and pay accounts on Account 1*

*Moved: Jennifer Bould*

*Seconded: Chris Kelley*

*Carried*

Noted \$2,000 sponsorship has been received for DDU from Westfield.

Anna Su is sourcing the vest numbers for the paddlers for CCWCs and they have been pre-ordered by Clubs for payment and collection at the CCWC.

Agreed to register DBSA for GST from 1<sup>st</sup> July. **Action: Pat (#704)**

Noted that Sandy Jansen had put in for reimbursement for trip to Adelaide for a training session for regional paddlers. Agreed to reimburse her on this occasion however any further expenses for State Regional Coaches would require Board approval prior to any expenditure.

## 6 STRATEGIC PLAN REVIEW

### 1. Administration

OBJECTIVE	ACTION(S)
1.1 Employ an Executive Officer and/or Office Staff	<ul style="list-style-type: none"> <li>Currently on hold.</li> </ul>
1.2 Review Governance	<ul style="list-style-type: none"> <li>Done annually.</li> </ul>
1.3 Review and further develop the Committee structure	Development, Maintenance, Sweeps, Website and Racing committees all in place. <ul style="list-style-type: none"> <li>Sweeps' committee to set down some working guidelines. Comprises: Pat Doogue, John Holland, Julia Johnston, Chris Kelley and Steve Clinch. <b>Action: (#705)</b></li> <li>Register for maintenance issues to be in place and Clubs reminded of process to report issues via their Delegate. <b>Action: Pat (#706)</b></li> </ul>

1.4 Review Administration outsourcing	Investigate options and the relevance of current practice. <ul style="list-style-type: none"> <li>▪ Sport SA annual agreement to be reviewed at year end. Noted now hold PF meetings quarterly, promote via SportsStar and perhaps therefore the Dragons Breath newsletter is no longer required.</li> <li>▪ Noted that OR&amp;S is reviewing the arrangement with Sport SA for the State Sports Dispute Centre.</li> <li>▪ Agreed to maintain services of Admin Focus.</li> </ul>
1.5 Data Base	Further develop Smart Space to be the tool for clubs to administer their race requirements and facilitate online payments system for both DBSA and Member Clubs. <ul style="list-style-type: none"> <li>▪ The Board feedback is in favour of retaining and endorsing SmartSpace.</li> </ul>
1.6 Promote the cultural values and traditions of Dragon Boat racing	Allocate a Cultural Portfolio to a Board Member. Foster the Cultural Traditions of our sport <ul style="list-style-type: none"> <li>▪ Noted Mary-Ann Holt has vigorously taken on this role.</li> </ul>

## 7 ORS 360Degree – Action Plan Review

### 4. Policies

Business Area	Action
4.2 Policies for State representative team.	<ul style="list-style-type: none"> <li>▪ Being constantly reviewed.</li> </ul>
4.6 Appropriate codes of conduct.	<ul style="list-style-type: none"> <li>▪ These were publicised in recent edition of Sports Star magazine.</li> </ul>
4.9 Disability action plan.	<ul style="list-style-type: none"> <li>▪ Policy in place.</li> </ul>

Noted that this program is now called “Stakeholder Feedback Survey” and DBSA has been given an extension until after the DDU event to distribute the survey to stakeholders seeking their feedback. The option has been given for DBSA to add in a number of questions that it specifically wishes to seek feedback on. Suggestions for these were along the following lines:

- How do we get more people to nominate for the State team?
- Direct communication (TMAP)
- Juniors question

## 8 JUNIOR DEVELOPMENT REPORT

Noted access can be given to Jennifer Le Ray to SmartSpace to familiarise herself with how it operates.

**Action: Marie (#707)**

Jennifer Le Ray advised that she would like some more support in understanding the requirements of this portfolio and was advised she could seek this at any time.

With respect to the Dragonmites (DBSA Junior State Team) it was noted that Jennifer Le Ray is the main point of contact for the juniors and their parents and that this is currently all done via Facebook. Their involvement during the WCCCs was the responsibility of Adelaide Sea Dragons. John Holland will assist with the Club Juniors – Jennifer Le Ray to provide John with the contact details that she has for parents.

**Action: Jen LR (#708)**

## 9 AusDBF REPORT

Nil report.

## 10 SECRETARY’S REPORT

Correspondence as noted:

- Standard PDF exemption received from DPIT however has been resubmitted as we are seeking an exemption for all competitors at the DDU Events.
- Email being sent to DDU committee thanking them for their support.

## 11 SAFETY

Noted a paddler at an event in Albury Wodonga experienced a heart episode and was fortunate to receive assistance from fellow paddlers (nurse/doctor). Noted St John’s were ill prepared to deal with incident.

- 12 EQUIPMENT**  
Agreed once the sand has been replenished by the Council at the DDU venue that a determination would be made as to whether the carpet mats will be required to protect the new boats.  
**Action: Pat (#709)**
- 13 EVENTS**
- 13.1 State Championships**  
The planning was discussed during the Racing Committee meeting the previous night. The Juniors will need to be slotted in on the Sunday and noted there would be about 23 races each day.
- 13.2 Nationals – update**  
Nil discussion.
- 13.3 WCCCs 2016 – update**  
Jennifer Bould reported on the status of sourcing the required country flags and was advised to follow up online to source the remaining flags needed.
- 14 HIGH PERFORMANCE**  
Noted that in future the nominations for the Team Captains are to be put to the Board for ratification first.
- 15 PUBLICITY**  
Noted recent DBSA and DDU publicity in the Messenger, Seniors magazine and Sports Star magazine.  
  
The DDU poster was tabled and agreed to circulate to Clubs and post to the website and Facebook.  
**Action: Marie/Pat (#710)**
- 16 CLUB ISSUES**  
Noted a number of recent issues with various Clubs that were being resolved.  
  
ASD to be assigned a new DBSA Board member.
- 17 NEW BUSINESS**
- 17.1 Clearance applications**  
The following clearance applications were approved:
- Steve Speake – Black Dragons to ASA. Follow up to be had with ASA if the Mannum team belongs to them as that has ramifications. **Action: Jennifer (#711)**
  - John Gibson & Jeffrey Bright – ASD to Subsonix as at 1<sup>st</sup> July  
**Action: Marie (#712)**
- 17.2 Policy Reviews**
- #004 – Race Rules & Regulations
- This policy was endorsed subject to ‘slip lane’ being amended to ‘transit lane’ in keeping with AusDBF/DIBF wording. **Action: Marie (#713)**
- 17.3 Sporting Bodies Governance Checklist**  
Board responses are being reviewed.
- 17.4 OR&S Update**  
Damian gave an update:
- the status of DBSA and Clubs registered under the Star Club program and noted he would be meeting with DAPL next week
  - noted that after the DDU event DBSA would need to update the information on the MyRec website
  - a new Strategic Plan would be released soon
  - Diversity Inclusion conference scheduled for 2<sup>nd</sup> May
- 18 ANY OTHER BUSINESS**  
Noted IDBF have closed off their registrations for WCCCs event with any additional cards to be printed on site during the event.

**19 NEXT MEETING**

The next Board meeting is scheduled for 8pm Wednesday 13 April 2016 at The Sailing Club.

**20 CLOSE OF MEETING – 11:30pm.**

Signed: \_\_\_\_\_  
Chairperson

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_