



**MINUTES
GOVERNANCE MEETING**

Wednesday 2 June 2020 at 6:30pm

Angle Park Training Centre
Gate 4, 480 Grand Junction Road, Angle Park

1 FORMALITIES

1.1 OPEN MEETING – 6:30pm

PRESENT:

Peter Button	Mick Cahill	Jennifer Bould
Katherine Reid	Maria Darby	Allison Bretones
Vi Duong		

1.2 APOLOGIES:

Nil

1.3 DECLARATIONS OF INTEREST

Standard acknowledgement to declare any conflicts of interest with any issue as they arise.

2 GOVERNANCE

2.1 Strategic Plan – review

- The draft was reviewed with changes put forward.
- Agreed to send the Plan to Presidents for feedback within a month, changes to be incorporated and then send to Sport SA, ORS&R and AusDBF concurrently for feedback.
Action: Marie (#1685)
- Agreed three quotes to be sourced for graphic design. **Action: Maria (#1686)**

2.2 Draft Constitution – review

- Part reviewed due to time restrictions.
- Agreed to:
 - set up Membership register (ie Clubs & Life members)
 - Code of Conduct – place link to it on DBSA website
 - AGM attendance record – add field for naming voting delegate
- Policy – on database – rev sport

2.3 ByLaws – Rules – discussion

- On hold.

2.4 Team Manual – review

- On hold.

2.5 Policy #021 – Risk Management vs AusDBF Policy

- Not reviewed due to time constraints.
- Agreed to:
 - put in place a Risk Register and a Risk Mitigation Strategy. **Action: Maria (#1687)**
 - place on Board Agenda quarterly discussion of risk mitigation **Action: Marie (#1688)**
 - develop a policy for use of RevSport **Action: Jen / Marie (#1689)**
- Noted RevSport should have a form for Clubs to identify who is authorised to make changes.

3 ADMINISTRATION

3.1 The Boatshed – upgrade

- Held over.

3.2 BSO position

- Held over.

4 CLOSING

4.1 Any Other Business

Nil.

4.2 Review of the meeting

Not held.

4.3 Next meeting

Saturday 27 June 2020 at 9am at Angle Park Training Centre.

Meeting close – at 10:30pm.

Signed:



President

Date: 9 June 2020