



**MINUTES
GOVERNANCE MEETING**

Saturday 27 June 2020 at 9am

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

1 FORMALITIES

1.1 OPEN MEETING – 9:13am

PRESENT:

Peter Button

Mick Cahill

Jennifer Bould

Katherine Reid

Maria Darby

Allison Bretones

Mick Cahill

1.2 APOLOGIES:

Vi Duong

1.3 DECLARATIONS OF INTEREST

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

2 GOVERNANCE

2.1 Draft Constitution – review

- The document was reviewed further.

2.2 ByLaws – Rules – discussion

Held over.

2.3 Team Manual – review

Held over.

2.4 Policy #021 – Risk Management vs AusDBF Policy

Held over.

2.5 Annual Board Governance checklist

Held over.

2.6 Strategic Plan – review - status

Agreed to accept quote from Barb Clarkson for the Strategic Plan redesign. Follow up to be had on quote for changes to be made at a later stage. **Action: Maria (#1)**

Photos of officials, state team, juniors, volunteers to be provided along with “Nessie” logo.

Action: Marie (#2)

3 ADMINISTRATION

3.1 The Boatshed – upgrade

Held over

3.2 BSO position

Noted is a priority.

4 CLOSING

4.1 Any Other Business

- The email from DPTI seeking answers to the below questions as part of seeking an exemption to wearing life jackets at West Lakes were discussed:
 1. What is the reasons behind needing an exemption for wearing of lifejackets?
 2. Could you please provide lists of those members that have participated in capsized drills and clothed swims of 50 metres?
 3. Could you please provide current certificate of insurance, with acknowledgement from the insurance company that participants will not be wearing Lifejackets?
 4. The exemption if granted will need to include a list of exempt people on the exemption as it relates to an individual offence, would a list of participants be available?
 5. Has Dragon Boat SA considered the use of lifejackets during training and apply for an exemption when competing?
 6. Has Dragon Boat SA considered all available types of lifejackets on the market specifically designed for paddle sports?

Agreed priority is to find out from insurer if an exemption was received from DPTI would they still provide coverage. **Action: Jen (#3)**

Follow up then to be had with DPTI with a possible meeting held to discuss. **Action: Peter (#4)**

Noted the exemption requires paddlers to “have participated in a capsized drill during the previous twelve months”. The AusDBF Safety Manual (2013) was then reviewed noting that “on water safety drills to be practiced at least twice in a season”.

Noted some Clubs were not in favour of undertaking actual capsized drills due to potential safety concerns. Agreed to review the AusDBF Safety Manual to look towards adoption.

Action: Maria (#5)

Email to be sent to Clubs advising them that until an exemption for the 2020/21 season was received from DPTI that life jackets MUST be worn between sunset and sunrise out of daylight savings time. **Action: Peter (#6)**

- The Dragonboat Trailer Towing Exemption form online was then reviewed and the Road Traffic Act 1961. Follow up to be had with DPTI. **Action: Peter (#7)**
- Noted that Pro Performance were not interested in repairing the canoes. Agreed to give approval to Julie Lister’s husband to restore one initially and if is satisfactory to do the other. Costs to be covered plus a token fee. **Action: Mick (#8)**
- Agreed to include on next Board Agenda discussion on AusChamps having an observation boat. **Action: Marie (#9)**

4.2 Next meeting

Saturday 1 August 2020 at Angle Park Training Centre.

Meeting close – at 2pm.

Signed: -



President

Date: 15 July 2020