



DBSA MINUTES BOARD MEETING

Wednesday 11 November 2020 at 6:00pm
At The Sailing Club and via Zoom

1 FORMALITIES

1.1 OPEN MEETING – 6:05pm

PRESENT:

Peter Button	Katherine Reid	Jen Bould
Julie Clinch	Allison Bretones	Valda Cooper
Mick Cahill		

1.2 APOLOGIES:

Maria Darby	Vi Duong
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1.3 DECLARATIONS OF INTEREST

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

2 REPORT – John Holland

- Junior Development – sessions as follows:
 - Approval given to renew App
- AusDBF
 - Coaching Course – noted there is some interest. Minimum of 8 needed to schedule and it can be held early in the new year. The majority of the course will be held online allowing more face to face time for practical.
 - Approval is being sought from AusDBF members to administer the Sweep records nationally. Noted would be no additional cost and Moodle could be used.
 - AusChamps discussion paper – circulated to members for feedback and decision at the November members' meeting.
 - Code of Conduct – new generic Code being designed to cover paddlers, Coaches etc.
 - IDBF – correspondence sent advising it is unlikely that Australia will compete in the 2021 Hong Kong event due to a number of the Aurora team members unable to travel to China.
 - AusChamps – alternate venues in 2021 being sought with AusDBF to provide assistance. DBVic, DBNSW and DBTAS are all seeking to host this event and DBSA has also been offered the option to consider this.
 - As a result of an incident at the Masters Games, a Concussion policy has been developed.

3 ADMINISTRATION

3.1 Previous Meeting Minutes

MOTION:
THAT the Minutes of the meeting held 13 October 2020 be accepted as a true and accurate record.
Moved: J. Clinch and Seconded: K. Reid CARRIED.

Action: Marie (#1844)

MOTION:
THAT the Minutes of the Governance meeting held 10 October 2020 be accepted as a true and accurate record.
Moved: M. Cahill and Seconded: J. Clinch CARRIED.

3.2 Business Arising

Nil.

4 BOARD DISCUSSION/DECISION MAKING

4.1 AusChamps 2021 – alternate event Adelaide

Noted DBSA was interested in the option of holding this event should the AusChamps in Perth be cancelled however would need further details from AusDBF. Follow up to be had on this for a copy of their paper circulated on this. **Action: Marie (#1845)**

Noted the AR Ramsay course is available from the first weekend in May and holding it then would not detract from the Regional Masters event in Wallaroo as there was a sufficient break between events.

4.2 CSC - Adelaide Canoe Club and Dragon Boat Shed, Bower Road

Noted Council received a complaint from a paddler concerned about a potential slip hazard due to the grassed area at the Boatshed becoming very muddy from wash down activities and had followed this up with DBSA.

This issue has since been resolved satisfactorily with the Council by DBSA putting in place a new cleaning and wash down protocol for the boats.

4.3 Paddles and Life Jackets stock

Noted there is a shortage of Small sized life jackets as a result of Clubs borrowing them for the season as a result of COVID-19. Several were temporarily relocated from the Torrens Boatshed during recent school events with the preference being to leave them at Aquatic as this venue is used significantly more.

Noted Chris Wood had enquired if DBSA would continue the colour coding of life jackets with the same colour being held at three different venues. The response to this was that the Board was not aware of this being the practice and that during recent stocktakes the colours had been mixed up at the various venues.

Funding opportunities would be sought to replenish the number of available life jackets.

Noted there are a number of paddles that need replacing due to being damaged or broken. Reminder to be given to Clubs not to use the blue ones at Presidents Forum (PF).

Action: Peter (#1846)

Noted current supply of paddles for DBSA and Club or paddler use was being arranged by John Holland and it had been done so for several years.

Agreed that DBSA would be responsible for the ordering of paddles (for DBSA use only) and that a quote would be sourced to obtain two types of paddles (racing / training) locally.

Action: Valda (#1847)

Agreed any Club or paddler wishing to order a paddle could contact John Holland direct or arrange this themselves.

4.4 Aquatic Reserve - Environmental Protection Act (EPA) concerns of current onsite washing down activities

Discussed and resolved as part of Agenda item #4.2.

4.5 2021 AusDBF Event

Noted follow up is being had separately with AusDBF on this for the discussion paper.

4.6 RC meeting – review of Volunteer numbers required due to COVID and inactivity for some on race day.

This was discussed and noted that the intention behind having additional volunteers on a race day is to assist with rotations and breaks.

4.7 RC meeting – Safety Boat requirement – Peter Bristow

Discussion was held on where best to position the Umpire Boat during this event with it agreed that it should follow the last boat.

All Sweeps are to have the radio placed around their neck so they can contact the Umpire's boat on any issues with boats around them and have a mobile phone. Spotters to be positioned on each bridge with a mobile phone to report on any incidents. **Action: Marie (#1848)**

Noted that Glynn Wyngard (one of the boat drivers) has a First Aid Certificate.

4.8 People traffic management plan_Aquatic regattas

Noted the cost to purchase bunting and bollards to assist with the loading and unloading of boats and people management on the beach was \$250. Agreed to delay this until next season due it not being budgeted.

4.9 Discussion on offering rebate to Clubs for paddler registrations and discounted membership for remote members.

Noted a small working group had been formed to review this with a final position yet to be reached. As part of this process Regional Clubs were being contacted for their input.

4.10 RC Minutes – clarification

Noted.

4.11 RC Minutes – Umpire's Boat – permit

Noted that CSC had renewed the permit from 1 November.

4.12 CSC – Parking – bunting – map

Noted Council to be advised that DBSA will not be proceeding with submitting any traffic management plan. **Action: Marie (#1849)**

4.13 Email – Barry Gower (WOW FM)

Noted correspondence received from Barry Gower that he was no longer willing to take on the announcer role on race days due to several reasons. Correspondence had been sent in response acknowledging his feedback and thanking him for his services.

Agreed to contact Max Stevens (Copper Coast) to ascertain whether he would be willing to take on this role. **Action: Valda (#1850)**

4.14 Courses 2021

Noted courses tentatively scheduled as follows and subject to demand:

- AusDBF Sweep & Drummer – scheduled for 1 May 2021.
- AusDBF Level 1 Coach – to be held first quarter 2021 if sufficient number of registrations received.
- Volunteers – February
- First Aid - August

Mick Cahill advised that he was available to provide Sweep assistance and mentoring training to regional Clubs upon request and in a similar fashion to that being offered by Vi Duong.

4.15 Club Affiliate Member – registration category

Agreed to defer discussion on this registration category to before next season.

5 EVENTS & PARTICIPATION

5.1 AusChamps 2022 – Organisational Committee

Noted EOIs would be sought for this committee to fill some of the below positions:

- administrator, sponsorship, grants, accommodation, electronics, medical, site, social events, transport, volunteers, marketing, committee

5.2 Volunteers' appreciation event

Noted Save the Date email has been circulated with invitation to be sent next.

Follow up to be had with Sharon Knight for the location of the Volunteer pins.

Action: Kat (#1851)

5.3 SA Regional Masters Games – Copper Coast 2021 - – Thu 15th – to Sat 17th April

Noted planning meeting had been held after previous RC meeting.

Task list was reviewed and updated, and email invitation sent out to B-Grade Clubs to invite them along. Mildura will be attending.

5.4 Vogalonga Down Unda 2021 date

Noted new date being proposed is Sunday 16 May which should not conflict with any racing activity.

6 CLUB / PADDLER MATTERS

6.1 Clearances:

The following clearances were ratified:

- Reg Stone – BSD to SADA
- Luca Nicolotti – DBSA to PBs

Action: Marie (#1852)

6.2 SOU – ACDC – status

Noted this issue has now been resolved after recent tribunal hearing held.

6.3 Mannum – top

Noted no issues with logo and uniform design provided. Action: Marie (#1853)

6.4 ACDC DD – old boat and paddles

Suggested that paddles be returned, and photos of the old boat provided so that it can be assessed by the Board before any decision is made. Noted request has been made for photos separately.

6.5 Subsonix PFD Exemption: Water testing and dry water capsize drill certification

Noted.

6.6 Jan Bice – Invoice for 1 x paddle

Noted invoice issued by John Holland for purchase of 1 x paddle held on behalf of DBSA. Correct logo to be provided for use. Action: Marie (#1854)

Noted earlier decision to take over the ordering of paddles for DBSA use only.

As an aside, contact details to be sourced from John Holland for overseas supplier of boats, medals, paddles and ID card ribbons. Action: Peter (#1855)

7 FINANCIAL REPORT

7.1 As at 31/10/20

MOTION:

TO accept financial reports for October 2020 as tabled.

Moved: J. Bould and Seconded: J. Clinch

CARRIED.

Discussion held on transferring some of the funds in Account #1 to a term deposit to attract more interest.

Noted AusDBF levy for registration fees due for payment.

Agreed to increase payment limits to ATO and some suppliers to avoid having to pay over two instalments. **Action: Jen (#1856)**

Budget estimate for 2020/21 is c\$3,600.

Noted renewal lease received from Scotch College for River Torrens boatshed use in 2021 at \$2,000. Discussion held on viability of renewing lease considering limited use of the asset and agreed at this stage to renew. **Action: Jen (#1857)**

7.2 Quotation/Pro-forma Invoice 301020-2986 from Cardiac Defibrillators

Noted quote obtained for replacement of adult and paediatric pads for the Defib unit at the Boatshed and they have been purchased and will be replaced forthwith.

7.3 Treasurer's Role

Noted Jennifer Bould had provided a Position Description for this role which would be circulated to Clubs and placed on PF Agenda. **Action: Marie & Kat (#1858)**

7.4 PAAF Finances

Bank balance 31st October = \$1,181.96 with no expenditure outstanding.

Noted next round of Council Rates will be for the December quarter and include the balance of deferred payment from the previous quarter.

8 GOVERNANCE

8.1 Strategic Plan – status

Reviewed (pg 6 – Governance, Business & Membership) – no action at this stage.

8.2 Draft Constitution

Noted had been reviewed by the Board at the recent Governance meeting with final round of amendments put forward in preparation for seeking legal advice. Latest amended version to be circulated to Board for one last review. **Action: Board (#1859)**

8.3 BSO position status

To be discussed at next Governance Meeting Agenda for consideration as a priority.

8.4 Risk Assessment Quarterly Review

All up to date.

8.5 DBSA Policies for review

The following policies were reviewed:

- 010 – Heat – v8 - ratified
- 020 – Life membership – ratified
- 027 – Race Day Organisation & Draws
- 030 – On water training protocol – West Lakes & Port River
- 036 – AusDBF Member Protection

Action: Marie (#1860)

Agreed to review Policy #036 to determine if there are separate DBSA policies required for any of the content as it was not always applicable to the association or DBSA member Clubs.

Action: Mick (#1861)

8.6 Discipline Policy – email

Noted there is no need for DBSA to produce a policy on this as it is covered sufficiently in the AusDBF Member Protection policy.

9 AusDBF

9.1 AusDBF Working Committees (see link)

<https://www.ausdbf.com.au/about/ausdbfworkingcommittees/>

Agreed to place on Governance Agenda for review. **Action: Marie (#1862)**

9.2 RevSport User Group Minutes – 28 Sept & 26 Oct

Noted.

9.3 AusDBF Update #8

Noted.

9.4 2020 AusDBF AGM + General Meeting Agenda + papers

Agreed Peter Button and Maria Darby would be the DBSA Delegates.

9.5 2020 AusDBF GM + Agenda + papers

9.5.1 GM – Position – National Code of Conduct

Noted and supported a generic Code for all users.

9.5.2 GM – Position – Recommendations from Sweep Committee

Noted DBSA position would be sought on the below:

a. Adoption of national policy to for sweeps to wear PFDs during training

b. Sweep accreditation to be entered nationally from the AusDBF level

Note: refer to paper provided by Sweep Committee

The Sweep Committee (SC) had been contacted for their position on this with feedback provided to the Board.

Noted that Pat Doogue was now the SC Chair and that he had requested to be the DBSA representative on the AusDBF Sweep Working Group. Currently the group included John Holland and Chris Kelley as DBSA representatives. It was agreed that only one representative was needed, and it should always be the SC Chair. Advice to be given to AusDBF to update their records. **Action: Marie (#1863)**

Agreed for SC Chair to contact AusDBF for clarification of what the “administering” of this will actually entail before a decision can be made. **Action: Pat (#1864)**

9.5.3 “Are you ready” campaign DBSA

An update on the progress of this campaign was given with the intent being for the first round to be focused on encouraging previous paddlers to return to the sport.

Noted a number of DBSA participants (Chris Kelley, Andrew Akkermans, Leonie Mouthaan) had offered to be part of the FB promotion.

9.5.4 AusChamps National Review

The position paper on this was received and circulated prior to the meeting.

Noted there were a number of recommendations put forward however the only two for adoption by AusDBF are:

02	Enforce “CR10.9 – Double rostering”	• Approx. 1 hour	• Alignment with IDBF • Technical development to support registration process in RevSport	• Increased pressure on club’s crews management (high) • Untested technical solution (high)
03	2km racing for Seniors will be cancelled if not enough daylight to run all 2k races	• Pending on number of 2k races, can be up to 1.5 hours	• finish on time • reduce health risks on volunteer working extended long hours	• missed opportunity for Snr 2k race (high) • disgruntled athletes who missed out on racing 2k (high)

Agreed to place on PF Agenda and circulate to RC for their information with a particular focus to be placed on the highlighted blue recommendations and the secondary focus on the other recommendations. **Action: Marie (#1865)**

10 REPORTS

10.1 Secretary

An update was given on the correspondence received.

Noted request forms received from Clubs to use and borrow DBSA Equipment would be placed on the GDrive and the Boat Booking Roster checked first before approving.

10.2 Safety

An update was given on the incident at Wallaroo with a spectator falling through a rope barrier on to the rocks below. There were no serious injuries, and a report was placed with the Council.

10.2.1 Approach to SLSA to assist by doing safety boat for round the island and any further events

Noted this was a fee for service with follow up to be had for an indication of costs.

Action: Peter (#1856)

10.3 Equipment

Photo to be provided of TK1 to Kat Reid for updating to the online booking form.

Action: Peter & Mick (#1857)

10.4 Maintenance

Noted the OC1 is still being repaired.

The neon sign at Aquatic has been updated to remind Clubs to follow up any maintenance issues with their Club delegate first and if any assistance needed to then contact Mick Cahill.

The Reimbursement Claim form was reviewed and agreed to update to delineate Maintenance expenditure levels. **Action: Mick (#1858)**

Discussion held on benefits of using artificial turf for the landing of boats as was being used by Vitor Dragons. Agreed to trial sample to be provided by Allison Bretones.

Action: Mick & Allison (#1859)

10.5 Participation & Development

Nil report.

10.6 High Performance

Nil report.

10.7 Publicity

Noted recent full page article and photos on the Wallaroo Marina Challenge published in the York Peninsula Times authored by Valda Cooper.

10.8 Sweep Committee

Minutes of 27 October 2020 meeting noted.

10.9 RC Update

Minutes of 28 October 2020 meeting noted.

10.10 Website / Facebook

Being updated.

11 CORRESPONDENCE

The following correspondence was included in the Agenda papers and noted

- 11.1 Sport SA – Annual Report
- 11.2 Volunteering SA/NT – Vnews
- 11.3 City Tram Extension Project - City Light Pole Replacement Works
- 11.4 Active Inclusion Connected Communities Grants - Submission extension
- 11.5 Changing the Game: Mental Health and Wellbeing in Sport (new guest speaker - Kane Cornes)
- 11.6 It's a wrap: VSA&NT AGM & Breakfast
- 11.7 The Sailing Club Minutes 201006
- 11.8 RE: Washing down issue identified by clubs at Aquatic Reserve
- 11.9 Notification of Event Elder Park - Lucky Dumpling Market 30th October to 15th Nov 2020
- 11.10 Vogalonga Down Unda Update - Stay in the loop
- 11.11 West Lakes Course Closures / Restrictions, Sat 31st Oct , RowingSA 4,8k TT, Junior Regatta#1
- 11.12 Fortnightly news and updates for the volunteering sector
- 11.13 CSC response re Rowers incident race day
- 11.14 CSC – Aquatic Reserve Map
- 11.15 PAAF Minutes 6/10/20
- 11.16 PBTR new Resources
- 11.17 Sport SA - Funding message to Members
- 11.18 Calling all South Australian Good Sports Clubs

12 SPONSORSHIP AND MARKETING OPPORTUNITIES

Next Complete Caravan Solutions would sponsor the 13 December 2020 and 31 January events – \$400 cash contribution.

Noted BBC Plumbing sponsored the 25 October event which was well received – in kind support.

Agreed to remove La Tombola and Paint Supplies logos from the website as they are not current sponsors.

Action: Marie (#1870)

Agreed to look at offering a sponsorship promotional pack offering different levels. Copy of previous one from many years back to be located. **Action: Julie & Allison (#1871)**

13 GENERAL BUSINESS

13.1 PAAF update

Nil.

13.2 Action List

ACTION ITEMS – 13/10/20				
NO.	ACTION	WHEN	WHO	STATUS
1809	Provide AusDBF background data on ageing members for upcoming recommendation for 40+ and 55 at AusChamps.	ASAP	John	Done
1810	Upload September Minutes to website.	ASAP	Marie	Done
1810	Produce a position paper on the fees with a recommendation for the allocation per zone to propose a fairer allocation of the expenses to run the association.	ASAP	Valda & Jen	Ongoing
1811	Send updated Sweep Committee Charter to Sweep Committee.	ASAP	Marie	Done
1812	Contact AusDBF for details of the DBSA State reps on their various committees.	ASAP	Marie	Done
1813	Send out DIT pdf exemption along with Policy #038 – Annual Skills and Capsize Swim Test.	ASAP	Marie	Done
1814	Advise Mobile Coffee Bean that alternate arrangements are in place for the catering for volunteers on race days. Advise Snag Wagon they can provide catering for volunteers provided they have a Council permit and PL in place. <ul style="list-style-type: none">▪ Noted is waiting on Council permit first.	ASAP	Julie	Ongoing

1815	Circulate Strategic Plan to Clubs.	ASAP	Kat	Done
1816	Arrange to have all electronic equipment tested and tagged annually.	B4 next race day	Mick	Done
1817	Contact Chris Wood and John Holland to ascertain if they still want to be Chief Official if they cannot paddle or sweep going forward.	ASAP	Marie & Kat	Done
1818	Create a template for Chief Official's reports.	ASAP	Marie	Done
1819	Accept quote from Sports Centre for coloured Hi-Vis vests as agreed. <ul style="list-style-type: none"> ▪ Noted colours had to be changed due to unavailability of stock and are now: <ul style="list-style-type: none"> ○ Light blue – Chief Official ○ Red – Race Official ○ Yellow - Volunteer 	ASAP	Jen	Done
1820	Write a position paper on having a Race Jury for Peter Bristow comprising the Sweeps on the water.	ASAP	Julie	Ongoing
1821	Update Come & Try form, separate into two documents and circulate to Clubs.	ASAP	Marie	Done
1822	Arrange for final amendment to Dragonmites brochure so it can be printed (info@)	ASAP	Marie & Vi	Ongoing
1823	Send out EOIs for AusChamps 2022 Organising Committee	ASAP	Marie & Kat	Ongoing
1824	Send out invitation for Volunteers lunch on Sunday 29 November on the River Dolphin cruise from 11am. Organise 5-year pins.	31 Oct	Julie & Kat	Done
1825	Process clearances for: Lynda Edwards – WAI to VDs and Pamela Howard – ASA to DBSA.	ASAP	Marie	Done
1826	Advise CDs of no need to provide Good Sports with a copy of their "Event Risk Management Form" as part of their application and that they adopt DBSA policies and procedures.	ASAP	Marie	Done
1827	Send out form to request to use DBSA boats, trailers and equipment and advise Clubs are to submit their application for use of equipment and the Board will determine on a fair allocation.	ASAP	Marie	Done
1828	Ask ACDC to complete booking equipment form for Torrens activity.	ASAP	Kat	Done
1829	Send letter of congratulations to Mannum Dragon Boat Club for their membership being ratified and setup accordingly (ie RevSport).	ASAP	Kat & Marie	Done
1830	Advise Mannum of clearance approvals for: Alison Barr, David Barr, Simone Berry, Bronte Elliot, Bronwyn Ellul, Rhonda Fey, Carolann Hodshon, Jason Kuhlmann, Robyn McLaren, Georgia McLaren, Julie Metcalfe, Janice Mildwaters, Susie Pethick, Colleen Walker and Joy Vincent.	ASAP	Marie	Done
1831	Book The Sailing Club for constitution review meeting on Tue 10 th Nov.	ASAP	Marie	Done
1832	Send out Policies: #033 and #018.	ASAP	Marie	Done
1833	Purchase supply of toilet paper, hand rolls and sanitiser and place in the office at Aquatic.	Next Race Day	Peter	Done
1834	Inform Clubs of new online booking process for TK1 and availability.	ASAP	Kat	Ongoing
1835	Make a 35mm standalone base for caravan for extra height. <ul style="list-style-type: none"> ▪ Noted looking at other suitable options such as raising the height of the ground. 	ASAP	Peter	Ongoing
1836	Send email out seeking EOIs for school event on 30 th October seeking volunteers.	18-Oct	Vi	Done
1837	Send out email seeking EOIs for State Coach positions.	ASAP	Marie & Kat	Done
1838	Place BBC Plumbing's logo everywhere and make announcements of them during "BBC Plumbing 500s" event on Sunday 25 Oct.	25-Oct	Marie & Jen	Done

1839	Place Complete Caravan Solutions logo everywhere and make announcements of them during race day on 13 December.	13-Dec	Marie & Jen	Ongoing
1840	Review Charter for RC to update as needed. – Governance meeting	Gov'nce meeting	Board	Ongoing
1841	Register Peter to attend Volunteering SA/NT AGM breakfast on 22 October.	15-Oct	Marie & Peter	Sold out
1842	Send EOI for Treasurer's role – handover.	ASAP	Kat & Marie	Ongoing
1843	Review allocation of keys to Clubs. ▪ Will review spreadsheet at the next meeting.	ASAP	Kat	Ongoing
ACTION ITEMS – 3/9/20				
NO.	ACTION	WHEN	WHO	STATUS
1766	Advise Clubs of Office Bearers and Portfolio allocations.	ASAP	Kat & Marie	Done
1769	Send out email seeking EOIs for a P&D committee.	ASAP	Kat	Ongoing
1776	Follow up paddler contact to ascertain interest in taking on the Treasurer's role next financial year.	ASAP	Vi	Done
1787	Work with Allison on determining Volunteer pin requirements.	ASAP	Julie & Allison	Ongoing
1793	Write a COVID-19 Safe Plan for the River Torrens and also needed for Scotch College.	ASAP	Vi	Ongoing
1796	Look into water damage in Male toilet roof at The Sailing Club.	ASAP	Mick	N/A
1798	Follow up discussion re possible use of shared facilities down the road.	ASAP	Mick	N/A
1801	Respond to Subsonix Issue paper re "reinstatement of Senior A, B and Open at AusChamps" that AusDBF were only considering data from previous events.	12-Nov-20	Peter	Done
1805	Advise Clubs of new Traffic Management Plan for beach access via steps and egress via the ramp.	Next race day	Mick	Next year
1806	Strategy to be discussed to assist regional Clubs with provision of coaching and governance type opportunities for them.	ASAP	Board	Governance
1808	Obtain quote from Pacific Marine for Umpire's Boat service.	20-Nov	Julie	Ongoing
ACTION ITEMS – 11/8/20				
1730	Review and update Risk Assessment for West Lakes courses.	Next Race day	Kat & Maria	Ongoing
1731	Review AusDBF's policy on Risk Management to see if it should be incorporated into DBSA draft Policy #021.	ASAP	Maria	Ongoing
1745	Review AusDBF's Regatta Operational Guidelines to ensure procedures are being followed and produce a policy if needed.	ASAP	Maria	Ongoing
1761	When received from AusDBF, circulate to Board revised AusDBF Safety Manual Policy for review first before sending out to Clubs.	When received	Marie	Ongoing
ACTION ITEMS – 2/8/20				
4	Follow up ACDC re Groupon issue. ▪ Noted no longer an issue.	ASAP	Peter	N/A
▪ ACTION ITEMS – 15/7/2020				
1707	Draft a Policy: <i>outlining rules and criteria for racing for composite teams, cross referencing policy #05 clearly outlining those paddlers when racing in a composite crew are exempt from sections 1.6, 1.7 and 6.1 for that race.</i>	ASAP	Maria	Ongoing
ACTION ITEMS – MEETING 11/3/20				
1639	Setup a trophy register once Clubs respond.	ASAP	Kat	Done
ACTION ITEMS – MEETING 11/2/20				
1570	Review the BSO PD to ensure that it meets requirements and note any changes to be made for discussion at next Governance meeting.	Next Gov'n meeting	Board	Governance

14 CLOSING

14.1 Any Other Business

- De-fib review plan – noted that the unit checks itself however a laminated sign will be made up and placed to advise of expiry dates. **Action: Peter (#1872)**
- First aid kit – arrange to purchase one for Umpire’s Boat. **Action: Peter (#1873)**
- An update was given on discussions held with Council contact on earlier DBSA submission for their consideration re The Boatshed revamp noting he was unaware of this. There is a possibility of funding opportunity from ORS&R.
- Clubs to be asked at PF to advise by 30 November of their categories being raced for State Champs so medal inserts can be ordered in time. **Action: Peter (#1874)**

14.2 Review of the meeting

Done.

14.3 Remaining Board meeting dates/times 2020:

DATE	MEETING	DATE	MEETING
▪ Tue 08-Dec-20	Board + Christmas dinner		

RC meetings 2020/21:

DATE	BOARD REP	DATE	BOARD REP
▪ Tue 17-Nov-20	Mick & Maria	▪ Thu 18-Feb-21	TBA
▪ Thu 03-Dec-20	Mick & Maria	▪ Wed 03-Mar-21	TBA
▪ Tue 29-Dec-20	Peter & Mick	▪ Wed 17-Mar-21	Peter Button
▪ Wed 20-Jan-21	TBA		

Noted Julie Clinch would be back up if needed.

14.4 Next meeting

The next Board meeting is set for Tuesday 8 December 2020 at 6pm.

Meeting close – at 10:30am

Signed:



President

Date: 8 December 2020