



**MINUTES
GOVERNANCE MEETING**

Wednesday 28 April 2021 at 7pm

The Sailing Club / Zoom

1 FORMALITIES

1.1 OPEN MEETING – 7pm

PRESENT:

Peter Button	Mick Cahill	Maria Darby
Julie Clinch	Jennifer Bould	Kat Reid

1.2 APOLOGIES:

Valda Cooper	Vi Duong	Allison Bretones
Katherine Reid		

1.3 DECLARATIONS OF INTEREST

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

1.4 MINUTES OF PREVIOUS MEETING – REMINDER

- Noted provided for reference only.

2 GOVERNANCE

2.1 Draft Constitution – review

- Noted has been updated with all of the recommended changes. Board members to review prior to next Board meeting. **Action: All (#1)**
- Follow up to be had with contact at Tindall Gask Bentley to ascertain if in a position to review the Constitution and provide a legal opinion. **Action: Maria (#2)**

2.2 ByLaws – Rules – discussion

- On hold until Constitution is finalised.

2.3 Team Manual – review

- Noted needs revision still and Julie Clinch to arrange first using Tracked Changes.
Action: Julie (#3)
- Priority is to finalise by September.

2.4 Policy #021 – Risk Management + Register

- Board to review the West Lakes Assessment spreadsheet by June AusChamps meeting.
Action: ALL (#4)

2.5 Life membership – review

- On hold until Constitution is finalised.

2.6 Annual Board Governance checklist

- On hold until after the AICD course in May.

2.7 DBSA Member Protection Policy

- Agreed there was a necessity for DBSA to have its own policy rather than refer to the AusDBF version which is for Members not participants especially given some of the content is not SA specific.
- To be reviewed by July Governance meeting. **Action: All (#5)**

2.8 Strategy to be discussed to assist regional Clubs with provision of coaching and governance type opportunities for them

- Noted activity to be reported on at each meeting.
- Mick Cahill – worked with Victor Dragons last year and with Mannum this Sunday.
- 5 June – Sweep & Drummer course in Wallaroo.

3 ADMINISTRATION

3.1 Charters – discussion

- Agreed to work through and review one at each meeting.
- Next one to be reviewed will be the Sweep Committee Charter.

3.2 Charter – review RC from Nov Board meeting

- The Charter was reviewed and revised.
- Agreed to circulate to the RC with the Agenda papers for the next meeting. **Action: Marie (#6)**

4 CLOSING

4.1 Any Other Business

- Follow up to be had with Sport SA to advise of panel to be formed for Club of the Year awards.
Action: Allison (#7)

4.2 Next meeting

- 7pm on Thursday 8 July 2021 at The Sailing Club and via Zoom.

5 MEETING CLOSE

- Meeting closed at 9:35pm.



Signed: _____
President

Date: 13 May 2021