



**DBSA MINUTES  
BOARD MEETING**

**Monday 13 September 2021 at 6:00pm  
At Angle Park Training Centre / Zoom**

**1 FORMALITIES**

**1.1 OPEN MEETING – 6:04pm**

**PRESENT:**

|              |              |               |
|--------------|--------------|---------------|
| Peter Button | Maria Darby  | Mary-Ann Holt |
| Mick Cahill  | Chris Wood   | Vi Duong      |
| Julie Clinch | Julie Lister | Deb Grant     |

**INVITED:**

|                |
|----------------|
| Jennifer Bould |
|----------------|

**OBSERVER:**

|              |
|--------------|
| Steve Clinch |
|--------------|

**1.1 APOLOGIES:**

**1.2 DECLARATIONS OF INTEREST**

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

**2 REPORT – John Holland**

The following reports were provided prior to the meeting:

▪ **Dragonmites**

The state coaches met on 9<sup>th</sup> September and agreed to request expressions of interest to try out for the State Team, from the DBSA membership, by October 17<sup>th</sup>.

Coaching plans and training times will then be established for all age groups.

There are no Dragonmites' training sessions currently planned – the sessions previously scheduled were cancelled prior to the board announcing their appointed coaches.

▪ **AusDBF Youth Committee Report**

The .pdf version of the Powerpoint Presentation produced by this new committee was tabled and it was agreed to circulate it to Clubs. **Action: Marie (#2167)**

**3 ADMINISTRATION**

**3.1 Election of Office Bearers**

The following elections took place:

|                        |   |
|------------------------|---|
| President:             | Peter Button: Moved: Julie Clinch, Seconded Maria Darby – Carried.  |
| Vice-President Male:   | Vi Duong: Moved: Julie Clinch, Seconded: Maria Darby – Carried.     |
| Vice-President Female: | Maria Darby: Moved: Julie Clinch, Seconded: Peter Button – Carried. |
| Secretary:             | Julie Clinch: Moved: Peter Button, Seconded: Maria Darby – Carried. |
| Treasurer:             | Deb Grant: Moved Julie Clinch, Seconded: Maria Darby – Carried.     |

**Action: Marie (#2168)**

**3.2 Portfolios**

The following appointments were made:

|                |   |
|----------------|---|
| Volunteers:    | Mary-Ann Holt                                       |
| Officials:     | Under ROMP role reps (to be revisited next meeting) |
| Maintenance:   | Mick Cahill   |
| Sweep Liaison: | Julie Clinch  |

|                              |                                    |
|------------------------------|------------------------------------|
| High Performance:            | Vi Duong working with Julie Lister |
| Participation & Development: | Vi Duong working with Chris Wood   |
| Cultural:                    | Mary-Ann Holt                      |
| Regional:                    | Mick Cahill                        |
| Policies & Procedures:       | Maria Darby                        |
| PAAF Rep:                    | Deb Grant                          |
| Social media:                | Marie Cunningham                   |
| Website:                     | Marie Cunningham                   |
| Funding:                     | Come under Finance                 |

### 3.3 Code of Conduct – Policy – #019 – Board of Directors (amended version)

The policy as amended was ratified with Maria Darby offering to review other such policies to ensure is in order. **Action: Maria (#2169)**

### 3.4 Code of Conduct – Policy - #019 – Board Members

The Board agreed to adopt the new policy.

### 3.5 Board induction

Noted there was currently no induction pack to give to incoming Board members to help them understand the various roles and their responsibilities. Agreed to look into this as it was felt there may have been some produced some time back.

**Action: Julie & Marie (#2170)**

Agreed to set up Gmail accounts as follows:

- President / Secretary / FemaleVP / P&D / High Performance / Maintenance

**Action: Marie (#2171)**

### 3.6 Board members – Child Protection & Safeguarding, H&D courses & WWCC

Agreed Board members as a matter of course would need to undertake these two PBTR courses and have a current WWCC in place. **Action: All (#2172)**

Links to both courses and WWCC to be circulated. **Action: Marie (#2173)**

Julie Lister advised she had issues with updating her PBTR courses as she was advised she could not do them until the expiry date. Suggested that she forward the respective emails to Marie to follow up with ORS&R. **Action: Julie (#2174)**

### 3.7 Previous Meeting Minutes

|  |
|--|
| <p>MOTION:<br/>           THAT the Minutes of the meeting held 4 August 2021 be accepted as a true and accurate record.<br/>           MOVED: M. Cahill and Seconded: V. Duong <span style="float: right;">CARRIED.</span></p> |
|--|

**Action: Marie (#2175)**

### 3.8 Business Arising

Nil.

### 3.9 Board Club Liaisons – assign

| CLUBS – METRO              | BOARD MEMBER  | CLUBS – REGIONAL           | BOARD MEMBER |
|----------------------------|---------------|----------------------------|--------------|
| ACDC                       | Peter Button  | Blue Water Raiders         | Mick Cahill  |
| Adelaide Phoenix           | Vi Duong      | Copper Coast               | Mick Cahill  |
| Adelaide Survivors Abreast | Julie Clinch  | Coorong Dragons            | Mick Cahill  |
| Black Sea Dragons          | Deb Grant     | Dragons Abreast Pt Lincoln | Mick Cahill  |
| Blade Runners              | Julie Lister  | Kangaroo Island Dragons    | Mick Cahill  |
| Dragons Abreast Adelaide   | Mary-Ann Holt | Mannum Dragons             | Mick Cahill  |
| Powerblades                | Julie Lister  | Vicki's Pride              | Mick Cahill  |
| SA Dragons Abreast         | Julie Lister  | Victor Dragons             | Mick Cahill  |

|                |             |  |  |
|----------------|-------------|--|--|
| Subsonix       | Vi Duong    |  |  |
| Waiwilta       | Mick Cahill |  |  |
| Water Warriors | Chris Wood  |  |  |

**Action: Marie (#2176)**

#### 4 BOARD DISCUSSION/DECISION MAKING

##### 4.1 Council – Verified Bookings - Rowing SA - Oarsman & Rowing Club Reserves - 2021/2022

Noted advice received re new online program (SpaceToCo) to book race season events.

##### 4.2 Changing Early-Bird period future seasons – 1 Jul-14 Jul

Noted this reduced rate and period was offered several years previously in order to get a cash injection into the accounts and that there was no real need to encourage Clubs to register their paddlers early anymore as they would register anyway. Noted also that DBSA is the only AusDBF member that offers this reduced registration rate, and it causes problems with the roll over in RevSport each year as the normal date for this is 1 July.

Agreed to change the Early-Bird registration process for the 2022/23 season to be from 1 July – 14 July only. After that date DBSA will not accept the responsibility / liability for any paddlers not registered.

##### 4.3 Max Stevens – Race announcer engagement

Supported.

##### 4.4 Course: next First aid

Agreed to schedule annually in May and November. **Action: Marie (#2177)**

##### 4.5 RE: Brook Group - Dragon Boat SA (Network Com Port Plug-In) Rev Sports

An update was given on the setting up of Finish Lynx and RevSport for the setting up of race draws and posting race results. Noted there was a need to replace the laptop purchased back in 2015.

Agreed to accept the quote from Brooke (\$2,750 plus GST, plus freight & packaging).

**Action: Jen (#2178)**

Noted in the interim that this new system will be trialled in the background with stop watches being used to record times and then manually enter results.

Agreed no need to accept quote to purchase a Starter gun as Brett Ralph (Rowing SA) provided a Starting button for use.

Noted the DBSA website linked to RevSport would need to be up and running to allow race results to be published. **Action: Marie (#2179)**

##### 4.6 Grant application – Submission IP0891 submitted

Noted grant application submitted for about \$80,000 for new stackers for the Boatshed.

##### 4.7 Minister for Sport: 40:40:20 gender diversity

Noted is being met.

##### 4.8 Battery replacement

Noted new unit is in place now from a local supplier and Susan Stevens will provide a brief training session.

##### 4.9 Sports SA AGM – Thu 28/10/21

Noted Peter Button will attend the AGM with Vi Duong as back up. **Action: Marie (#2180)**

#### 5 EVENTS & PARTICIPATION

##### 5.1 Course – Sweep & Drummer – Sat 28/8/21

Noted course was relocated to Victor Harbor which catered for a large number of participants from Coorong Dragons and Victor Dragons with Powerblades participants also attending. The feedback from the course was most positive. Noted will be held in a regional location annually.

## 5.2 Dragon boats in Barmera

Noted event will be held from Tuesday 5 – Thursday 7 October with Mick Cahill, Bobana Stanimirov, Pat Doogue, Maxine Timbs, Adriana & Ron Ottaway representing DBSA. Ron will tow the boat up on Tuesday morning with Powerblades to assist loading the boat on the Monday evening after training.

Cost per participant is \$11 (GST inclusive) with roughly 150 participating.

Paddles & PFDs to be obtained from the Boatshed. **Action: Mick (#2181)**

Discussion held on status of life jackets as to whether there was enough stock and agreeing that they should be included in the capital replacement program. Suggested money from corporate events can be channelled into this budget line.

Agreed to look into suppliers for life jackets and advise. **Action: Chris (#2182)**

## 5.3 Round 1 – feedback

Noted decision had been made the day prior to consult with Club Presidents to seek their approval to cancel the race day due to the inclement weather expected. There was only one Club not in favour of this and the event was cancelled.

Agreed to raise at RC meeting that the policy would be changed to allow DBSA to make the decision if needed and that this can be done the day prior upon checking the 4pm BOM forecast.

**Action: Marie / Julie (#2183)**

## 6 CLUB / PADDLER MATTERS

### 6.1 Clearances

Clearance application received and granted as follows for the 2021/22 season:

- Julie Davies – Vicki's Pride to Mannum Dragons – ratified
- David Gillies – DAPL to ACDC (GRD) – ratified
- Dianne Gilles – DAPL to ACDC (GRD) – ratified

**Action: Marie (#2184)**

### 6.2 Chris Wood re voting process – candidate order

Noted candidate order on voting slip was changed as a result of this advice.

### 6.3 Email Tony Morbidelli – re FB page for AusChamps

Noted separate FB page has been set up for the State Team.

### 6.4 VDs re team sheets

This was discussed and response to be given that the Attendance records should be kept for a two year period. **Action: Marie (#2185)**

### 6.5 ACDC RE: Maintenance Update

Appreciation noted.

### 6.6 VDs letter of appreciation

Appreciation noted. Letter to be sent to Pat Doogue & Steve Clinch. **Action: Marie (#2186)**

### 6.7 SADA's 20th Anniversary - change of date to January 2022 - Just in case you haven't heard

Noted has been circulated to Clubs.

### 6.8 CDs – Cox Mate query

Noted the website is to be updated to remove any reference to Cox Mates and paddles being available to purchase under Equipment for Sale. **Action: Marie (#2187)**

Advise details of Cox Mate supplier. **Action: Chris (#2188)**

### 6.9 ACDC – Boat Request and Allocation Form

Agreed that requests are to be placed on the Boat Allocation Register and uploaded to the website. If there are no other bookings, there is no need to seek Board approval. **Action: Marie (#2189)**

## 7 FINANCIAL REPORT

### 7.1 As at 31/8/21

MOTION:  
TO accept financial reports for August 2021 as tabled.  
Moved: J. BOULD and Seconded: J. CLINCH CARRIED.

### 7.2 The Sailing Club finances

Bank balance at 31/8/21 = \$3,087.39

### 7.3 Email re DBSA continuing to handle finance

Noted PAAF are comfortable with DBSA continuing to handle the finances for The Sailing Club.

### 7.4 Discussion on Capital fund establishment – modelling 3-year

Discussion held on the formation of a fund to accrue funds for capital purchases and how best to accumulate funds (ie per paddler levy). Agreed to work towards preparing a paper for the next AGM to present to Clubs taking into consideration forward projections. **Action: Deb & Jen (#2190)**

Agreed to set up Account #3 as a Capital Fund account and to transfer the amount of \$14,000 from the surplus from 2020/21. **Action: Jen (#2191)**

### 7.5 Discussion on purchase of tablets for online marshalling

Noted no need to purchase these currently.

### 7.6 Budget – include line item to promote the sport from the DBSA perspective

Noted proposal was needed first for consideration. **Action: Chris (#2192)**

### 7.7 Bank signatories – change

MOTION  
1. THAT the Bank SA account signatories will be: Peter Button, Julie Clinch and Debra Grant-Clark with any two of three to sign/approve.  
2. THAT Debra Grant-Clark be added as an account user in addition to Peter Button and Julie Clinch.  
3. THAT Jennifer Bould be allowed restricted access to the bank account.  
Moved: M. Darby and Seconded: V. Duong CARRIED.

### 7.8 MYOB online – handover

Noted cost to upload the MYOB account to an online account would be \$77 per month. This would allow more than one user to access the account online rather than only the one from a laptop. Agreed to advise Pat Doogue to arrange this. **Action: Jen (#2193)**

### 7.9 Other

Noted there was uncertainty if the boat leases were in perpetuity or annual and that they had not been renewed in some time. Kat Reid had been tasked with providing leases to KIDS and Mannum and noted they would be required also for ACDC (x2). Follow up to be had with Kat on this and for lease to be checked. **Action: Julie C (#2194)**

## 8 GOVERNANCE

### 8.1 DBSA Policies for review

Nil.

## 9 AusDBF

### 9.1 Members Forum Q3 - Thursday 19 August

Noted meeting held and Peter Button represented DBSA. A brief update was given on issues discussed. Issue of note needing feedback is the AusChamps rotation notion and this would be discussed at the next Board meeting. **Action: Marie (#2195)**

### 9.2 Membership invoice

Paid.

### 9.3 Memo re Dual Membership discussion – RevSport for Q3 Members meeting

Noted.

- 9.4 **Youth Racing Committee – Letter of Appointment – Cassidy Burns – ACDC**  
Noted.
- 9.5 **Diversity & Inclusion – Letter of Appointment – Julianne Kuhlmann – SADA**  
Noted.
- 9.6 **Alternative Race Format – Mixed, Women, Open**  
Noted. Need to be mindful we have Juniors, B-Grade and BCS races which need to be included in the program and other States don't necessarily have these.
- 9.7 **AusDBF Update #13 – August 2021**  
Circulated.
- 9.8 **AusDBF AGM – Adelaide Sunday 14 November (Atura Hotel)**  
Noted.
- 9.9 **AusDBF committees – DBSA Rep:**
  - **Marketing Working Group (MWG) – new rep needed to replace Kat**  
Agreed to seek EOI from Clubs for this position formerly held by Kat Reid.  
**Action: Marie (#2196)**
- 9.10 **DRAFT – Minutes Members Q3 Forum**  
Noted.
- 9.11 **059 – AusDBF General Update 13**  
Noted has been circulated to Clubs.
- 9.12 **Safe365 – contact person**  
Agreed that Marie Cunningham would be the main contact assisted by Debra Grant-Clark.

## 10 REPORTS

### 10.1 Secretary

Noted Julie Clinch is working with Kat Reid for handover on this position (ie Outlook, Google Drive, Picktime) with Kat willing to assist as needed.

Agreed to send Kat Reid a congratulatory basket on the birth of her baby. **Action: Julie (#2197)**

### 10.2 Safety

Noted that the two tents in the caravan would be removed for safety reasons as it was proving difficult to access the caravan otherwise and would be placed in the Aquatic office. **Action: Peter (#2198)**

Clubs to be advised of this at upcoming RC meeting and Task List updated accordingly.

**Action: Marie (#2199)**

#### 10.2.1 Incident Report – CDs – Roylene Nixon

Reviewed. Findings to be investigated with Club. **Action: Julie (#2200)**

### 10.3 Equipment

Agreed to replace the plastic containers in the caravan with a sturdier option. **Action: Mick (#2201)**

Noted there is a Sweep oar missing from the Torrens boatshed. Agreed to follow up John Holland to purchase x2 Sweep oars on his next overseas order. **Action: Chris (#2202)**

### 10.4 Maintenance

Noted when maintenance is undertaken on the undersides of the boats that they would be done one at a time leaving only x9 boats each time.

Noted DBSA decals will be purchased for placement on assets.

Appreciation was extended to those Clubs and individuals who have assisted with the recent maintenance program.

#### 10.4.1 Removal of Boat stickers

Noted is not an easy process to remove.

## 10.5 Participation & Development

Vi Duong advised of the following events:

- KPMG – Come & Try in November
- Islamic Society SA – wanting to know if any Clubs will run a Come & Try
- Annual Department of Education School Sports carnival on 12 November with three schools interested. 8x boats will be utilised.

## 10.6 High Performance

Noted Facebook post and email will be sent to Clubs seeking EOIs for the State teams.

## 10.7 Publicity

Nil report.

## 10.8 Sweep Committee

Noted next S&D course date is Saturday 4 December 2021.

### 10.8.1 Minutes – 14/5/21

Tabled as read.

### 10.8.2 Email Pat Doogue re First Aid Qualification - all sweeps - Clarification - from L2..... + AusDBF Minutes

Tabled as read.

## 10.9 Website / Facebook

Nil report.

## 10.10 PAAF

Nil report.

## 11 AUSCHAMPS 2022

### 11.1 Contact Council and arrange meeting to discuss event (checklist / Port Road signs)

Noted meeting will be scheduled with Council.

### 11.2 Sponsorship proposal – work out process to seek sponsors

Noted to be discussed at next AusChamps meeting.

Vilis have been contacted in regard to sponsorship with the sponsorship proposal being sent to him.

### 11.3 Souvenir program – production of / budget – AusDBF to produce

Noted.

### 11.4 Opening ceremony – run sheet

Noted to be discussed at next AusChamps meeting.

## 12 CORRESPONDENCE

The following correspondence was included in the Agenda papers and noted.

- 12.1 Volunteering SA/NT – welcome...
- 12.2 Verified Bookings - Rowing SA - Oarsman & Rowing Club Reserves - 2021/2022
- 12.3 RevSport – Exclusive Platform Insiders Newsletter Announcement
- 12.4 Volunteering SA&NT Membership Certificate
- 12.5 River Torrens Activity Licence Holders - 2021/22
- 12.6 COVID Safe Plan – The Sailing Club
- 12.7 SARRC - Adelaide Marathon Road Closure Notification
- 12.8 Sport SA – Outcome of meeting with Minister
- 12.9 River Torrens Activity Licence Holders - 2021/22
- 12.10 Hey Marie Cunningham, some of your regular bookings have just been updated - (5:11pm 20/08/21)
- 12.11 Sport SA - NOMINATIONS ARE NOW OPEN – 2021 South Australian Sport Awards
- 12.12 IN/OUT – OzAsia – cancellation
- 12.13 OUT – DIT Life jacket exemption
- 12.14 revolutioniseSPORT Monthly EDM
- 12.15 Good Sports Awards 2021 NOW OPEN!

- 12.16 Welcome to our refreshed once a month VNews
- 12.17 Notice of the 2021 Annual General Meeting - Sport SA
- 12.18 ACC Licence Fee – acknowledgement
- 12.19 Sports Connect - Edition 4 2021

### 13 SPONSORSHIP AND MARKETING OPPORTUNITIES

#### 13.1 Draft sponsorship packages season 2021/22

Agreed to follow up with Barbara Clarkson (AusDBF) if she can assist with the marketing of this sponsorship package document. **Action: Mick (#2203)**

### 14 ACTION LIST

| ACTION ITEMS – 4/8/21 |  |                 |              |         |
|-----------------------|--|-----------------|--------------|---------|
| NO.                   | ACTION   | WHEN            | WHO          | STATUS  |
| 2142                  | Upload Minutes from July meetings.   | ASAP            | Marie        | Done    |
| 2143                  | Advise Clubs and Life Members of voting process for AGM and send them form etc.  | Urgent          | Marie        | Done    |
| 2144                  | Seek from Clubs how they will be attending the AGM and who their rep will be.  | Urgent          | Marie        | Done    |
| 2145                  | Follow up Council to express further dismay with revised reduced allocation of space for the redevelopment at Aquatic.   | Urgent          | Allison      | Done    |
| 2146                  | Arrange to purchase software and wi-fi access as needed to set up Finish Lynx access and RevSport.   | ASAP            | Jennifer     | Done    |
| 2147                  | Advise Clubs at PF of trialling new online entry via RevSport of race draws and results and that Organising Club will no longer need to do the race draw.  | PF              | Peter        | Done    |
| 2148                  | Phil Egel to be contacted to arrange to have the Finish line equipment serviced  | ASAP            | Mick & Peter | N/A     |
| 2149                  | Review Race Day Task List for any changes to be made to be advised to Julie Clinch.  | ASAP            | All          | Done    |
| 2150                  | Follow up Port River Sports Festival event contact for details of event. <ul style="list-style-type: none"> <li>▪ Agreed ACDC would work with the organisers in the initial planning stages and provide updates accordingly.</li> <li>▪ Noted event was planned for early December which would appear unlikely at this stage.</li> </ul> | ASAP            | Julie        | Done    |
| 2151                  | Advise Clubs that the S&D course will be relocated to down south location with Pat Doogue & Steve Clinch to present the course there.  | ASAP            | Marie        | Done    |
| 2152                  | Process clearance approvals for: <ul style="list-style-type: none"> <li>▪ Chris Young – Central Coast to Subsonix</li> <li>▪ Terry Baker – WWs to DBSA</li> </ul>  | ASAP            | Marie        | Done    |
| 2153                  | Advise ACDC of approval given to applications (x4) for boats and equipment.  | ASAP            | Marie        | Done    |
| 2154                  | Provide boat lease agreement to KIDS and Mannum.   | ASAP            | Kat          | Ongoing |
| 2155                  | Upload policies #35 – Social media and #43 – AusDBF Anti-doping.   | ASAP            | Marie        | Done    |
| 2156                  | Work with Pat to produce a discussion paper for upcoming AusDBF quarterly members meeting on their takeover of handling the accreditation records for Sweeps and First Aid qualifications.   | Urgent          | Julie & Pat  | Done    |
| 2157                  | Send link to draft AusDBF website to Board for feedback. <ul style="list-style-type: none"> <li>▪ Noted Julie C to follow up Kat.</li> </ul>   | ASAP            | Kat          | Ongoing |
| 2158                  | Respond to incident reports from VDs and CDs as noted. <ul style="list-style-type: none"> <li>▪ Noted Julie C to follow up Kat.</li> </ul>   | ASAP            | Kat          | Ongoing |
| 2159                  | Check with Cassidy Burn if he is willing to take on the role of Junior Coach and advise Marie so Clubs can be advised of all appointments.   | ASAP            | Vi           | Done    |
| 2160                  | Advise Clubs of State Coach appointments.  | When Vi advises | Marie        | Done    |



|                               |   |                  |                 |         |
|-------------------------------|---|------------------|-----------------|---------|
| 2161                          | Advise Steve White that his email suggestion re socialisation of Senior A state team would be sent to Senior A coach to consider.   | ASAP             | Peter & Vi      | Ongoing |
| 2162                          | Follow up to be had with Neil Parker for quotes for tents and also with Rowing SA as to their large tent used for recent national events.   | Urgent           | Mick            | Done    |
| 2163                          | Look if suitable to nominate Valda Cooper for the SA Community Achievement Awards for her coordination of Regional Masters Games in Wallaroo.   | Urgent           | Kat             | Done    |
| 2164                          | Relocate yellow PFDs from Torrens to Aquatic and red ones from Aquatic into the office.   | ASAP             | Mick            | Done    |
| 2165                          | Arrange a farewell Board dinner at Portabellos for Thu 2-Sep  | ASAP             | Maria           | Done    |
| 2166                          | Follow up eligibility for recent round of grants promoted by Sport SA.<br>▪ Maria Darby to contact Allison for status.  | ASAP             | Allison         |         |
| <b>ACTION ITEMS – 15/7/21</b> |   |                  |                 |         |
| 2111                          | Contact Dennis Whitford for a quote to set up the Race Draw and attend race days. Ask if he would be prepared to train a few up as a group.   | On hold          | Mick & Peter    |         |
| 2112                          | Contact Joy Fisher and Wendy Campbell to see if willing to assist in the caravan this season on the Finish Line.<br>Joy is happy to do so -   | Urgent           | Julie           | Done    |
| 2114                          | Advise at RC meeting of cut-off time for race entries and no further changes allowed after first draw is issued.  | 31-Aug<br>RC mtg | Mick            | Done    |
| 2116                          | Advise ACDC of their being awarded the Tatiara Games to coordinate. The conditions will be that any dragon boats used would be sourced from interstate given the remainder would be used for AusChamps (19 x DBSA and 1 x GRD) and for a budget to be provided. Noted the GRD dragon boat would not be available for use as it would be collected by DBSA three weeks before AusChamps. | ASAP             | Kat             | Done    |
| 2123                          | Advise at PF that a Capital expenditure line has been set up to accumulate funds for purchase of future dragon boats, paddles, PFDs etc.  | PF 18-<br>Aug    | Peter           | Done    |
| 2132                          | Obtain quote for replacement stackers and advise Allison so grant can be submitted.<br>▪ Noted approx. \$26k per stacker.   | Urgent           | Peter & Allison | Done    |
| 2133                          | Advise State Coach applicants whose accreditation has expired of need to re-accredit or prove working towards re-accreditation.   | Urgent           | Vi              | Done    |
| 2138                          | Create a template based on the DBNSW Chief Official's report template modified for use when reporting back at RC meetings. A third document would be created by the Sweeps' Committee to provide feedback to a Club to inform them when a paddler/sweep/drummer has erred.  | ASAP             | Julie           | Ongoing |
| <b>ACTION ITEMS – 8/6/21</b>  |   |                  |                 |         |
| 2089                          | Update Good Sports Club website.  | Ongoing          | Marie           | N/A     |
| <b>ACTION ITEMS – 13/5/21</b> |   |                  |                 |         |
| 2079                          | Caravan – provide flip chart for setting up and instructions for relocation, set up and pack down.  | ASAP             | Maria & Mick    | Ongoing |
| <b>ACTION ITEMS – 14/4/21</b> |   |                  |                 |         |
| 2047                          | Contact Jacky Smith (WWs) to establish her interest in setting up a school program under the P&D portfolio with a vision for students to compete at the States and Nationals.<br>▪ Noted will be managed now by Vi Duong and Chris Wood working with Jacky as needed.   | ASAP             | Julie           | N/A     |
| 2060                          | Advise AusDBF of the revised ROMP mentors.  | ASAP             | Marie           | Done    |

| ACTION ITEMS – 10/2/21  |  |          |       |         |
|-------------------------|--|----------|-------|---------|
| 2023                    | Follow up ACDC on status of capsize video and that a blend of Club uniforms will be worn, an ROI to be sent out and project plan to be provided. Will now be produced in warmer weather. | Priority | Peter | Ongoing |
| ACTION ITEMS – 8/12/20  |  |          |       |         |
| 1913                    | Replace the block & tackle dated September 15 with one of the new ones purchased and load test once trolley is modified.   | 18-Jul   | Peter | Done    |
| 1926                    | Follow up Council for placement of another set of steps to assist with people traffic management.  | On hold  | Peter | Ongoing |
| ACTION ITEMS – 13/10/20 |  |          |       |         |
| 1835                    | Make a 35mm standalone base for caravan for extra height or look into other option to increase ground height by filling ditch with dirt.   | On hold  | Peter | Ongoing |

## 15 GENERAL BUSINESS

### 15.1 Assign next RC meeting reps

Noted Mick Cahill would attend the next RC meeting.

### 15.2 Governance meeting

After AusChamps. – Monday 18 October @ 6:30pm. **Action: Marie (#2204)**

### 15.3 Meeting dates 2021/22:

Meetings changes / bookings as follows:

#### Board meetings:

|              |       |              |                   |
|--------------|-------|--------------|-------------------|
| ▪ Tue 12-Oct | Board | ▪ Thu 11-Nov | Presidents' Forum |
| ▪ Wed 10-Nov | Board | ▪ Wed 08-Dec | Board             |

#### RC meetings:

|              |              |              |
|--------------|--------------|--------------|
| ▪ Wed 29-Sep | ▪ Wed 01-Dec | ▪ Wed 09-Feb |
| ▪ Tue 02-Nov | ▪ Thu 06-Jan | ▪ Wed 23-Feb |
| ▪ Thu 18-Nov | ▪ Tue 18-Jan | ▪ Tue 15-Mar |

## 16 ANY OTHER BUSINESS

- Noted the season opening ceremony would now be held on Race Day #2.
- The MOU from AusDBF with two minor changes as previously circulated was reviewed and agreed to sign. **Action: Peter (#2205)**
- Mick Cahill advised that after AusChamps is held he would look towards commencing a project to increase membership numbers to 1,000 over a three year period and as part of this include marketing and sponsorship strategies. He will work with Jacky Smith and Emma Sherratt and outlined how he envisaged this working.
- Noted Subsonix have a paddler who is 8 years of age and soon to turn 9 and it was unclear whether this person could train at this stage and not race. Agreed to check the Rules. **Action: Chris (#2206)**

## 17 NEXT MEETING

The next Board meeting is set for Tuesday 12 October 2021 at 6pm at The Sailing Club / Zoom.

**Action: Marie (#2207)**

**Meeting close** – at 9:55pm.

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

President

Date: 20 September 2021

