



# DBSA MINUTES BOARD MEETING

Tuesday 13 June 2023 at 6pm  
At The Sailing Club / MS Teams

## FORMALITIES

- **OPEN MEETING – 6pm**  
*"We acknowledge the Kaurua people as the traditional owners of this land we meet on. We acknowledge their living culture and unique role in the life of this region".*
- **PRESENT**  
Chris Wood (ACDC), Jennifer Bould (Life Member), Tasha Youngman (Powerblades) and Tracey Gardiner (Powerblades)
- **APOLOGIES**  
Julie Lister (Powerblades) and Mary-Ann Holt (ASA)
- **DECLARATIONS OF CONFLICTS OF INTEREST**  
Standard acknowledgement given to declare any conflicts of interest with agenda items as they arise. Agreed this would be done on a rotational basis going forward.

## 1 ADMINISTRATION

### 1.1 Previous meeting Minutes – 12/4/23

#### MOTION

That the Minutes of the Board meeting held 8 May 2023 be accepted as a true and accurate record.

Moved: T. Gardiner and Seconded: T. Youngman

CARRIED.

**Action: Marie #2694**

### 1.2 Acceptance of Information Only Papers

Noted were included at Appendix A of the Agenda for information only.

### 1.3 Clearances

#### 1.3.1 #11 – Tony Morbidelli – ACDC to Black Sea Dragons

Ratified.

#### 1.3.2 #12 – Rob Bowen – Subsonix to Victor Dragons

Ratified.

#### 1.3.3 #13 – Sharon Knights – ACDC to no other Club and not to DBSA

Ratified.

**Action: Marie #2695**

### 1.4 Governance Minutes – 7/5/23

Held over.

## 2 GOVERNANCE

### 2.1 Next meeting

Held over.

### 2.2 Policy #07 – Participant Clearance Procedure

Noted to be recirculated with "participant" changed to "individual" where applicable and circulated to Board to allow time for review prior to next meeting. **Action: Chris #2696**

### 2.3 Policy #20 – Life membership

The revised version submitted by Jennifer Bould prior to the meeting was discussed and noted that Julie Lister had responded with some queries.

It was noted that at this stage that the only change that could be made to the Policy was to the Purpose or Criteria/Eligibility for Life membership sections which was what was being proposed. There could be no amendments made to the rest of the Policy as it was extracted direct from the current Constitution (Aug-22) and therefore could not be changed in this forum. It would have to be revisited.

It was agreed to update the Policy to include: "It is bestowed on a person for outstanding service to the Association for the term of their natural life." **Action: Marie #2697**

### **3 PORTFOLIOS**

#### **3.1 Safety & Risk**

##### **3.2.1 Incident Report summary**

Noted latest version circulated for information.

#### **3.2 Equipment & Maintenance**

Held over.

#### **3.3 Participation, Marketing & Publicity**

Noted first meeting of sub-committee is scheduled for Thursday 22 June.

#### **3.4 High Performance & Development**

Held over.

#### **3.5 Social Media**

Noted social platforms are being updated regularly and especially with any AMG information and annual portfolio report is being prepared for the Annual Book.

#### **3.6 Officials / Training & Development**

##### **3.6.1 Course Levels 1-3 on Sat 22 & Sun 23 Jul**

Noted course date had to be changed at the last moment to accommodate the AusDBF trainers' availability which changed.

#### **3.7 Cultural**

##### **3.7.1 10/9/23 – Opening ceremony arrangements**

Noted MA Holt would be arranging this ceremony and taking into consideration other options to include the monks.

#### **3.8 Sweeps' Committee**

##### **3.8.1 Course Sat 17/6/23 – status**

Noted there are 10 registered for this course.

#### **3.9 The Sailing Club**

##### **3.9.1 Relocation**

Held over.

#### **3.10 Australian Masters Games Working Group**

- Noted next meeting is scheduled for Thursday 15 June.

#### **3.11 Volunteers**

Noted the application submitted for the Mark Butler MP awards was successful with awards going to John Holland, Pat Doogue and Peter Lister.

### **4 EVENTS**

#### **4.1 Events (schools, corporate)**

Noted there is a corporate team keen to paddle regularly for the AMG in preparation which is being managed by Chris Wood.

#### **4.2 SA Regional Masters Games – Copper Coast**

Noted report received prior to the meeting which was circulated for information. The event met the budget set and made a profit of \$1,232.30 which was being transferred by Copper Coast. The final P&L is yet to be received.

#### **4.3 AGM – reports status**

Noted the draft paperwork and revised Nomination form (AusDBF template) had been provided to Chris Wood so she could prepare the AGM paperwork as Secretary and become familiar with the process. The various timelines had also been provided.

Noted very few Portfolio reports have been submitted at this stage and a reminder is to be sent.

**Action: Marie #2698**

#### 4.4 End of season dinner and awards

##### 4.4.1 New date

Noted event will be relocated to the British Hotel with invitations extended only to those Clubs who responded that they would be attending the cancelled event. Contact details of the publican to be provided to Chris Wood. **Action: Tracey #2699**

Agreed that the event needed some reinvigoration to garner interest by Clubs to attend.

Noted the COTY awards had been forwarded to some of the AusDBF Board members to judge as Sport SA was no longer in a position to assist.

### 5. GENERAL

#### 5.1 Come & Try

Noted an "in camera" conversation was held.

#### 5.2 RC meeting 23/5/23 actions

##### 5.2.1 Advise status of update to Composite Teams – Policy #005

Noted John Holland would be meeting with the regional Clubs for their perspective on this policy and the number of B-Grade races to be scheduled. The outcome would need to be included in any policy update and to look at:

- the wording around the Sweep & Drummer to ensure that it is only the Drummer that can be 12 years old.
- how to oversee that sports paddlers only paddle in a B-Grade crew a maximum of three times.

**Action: Chris #2700**

##### 5.2.2 Update State Champs Policy (#018) to: "if a team registers for every race day they can then race in whatever category they want to"

Held over.

Discussion held on preference for the Board to set the Race Program rather than Clubs and noted this would need to be discussed further and the Charter updated prior to next race season.

#### 5.3 PF meeting 31/5/23

##### 5.3.1 Handicapping – Pat Doogue submission

Noted this initiative was presented at the last PF and discussed at the last RC meeting. The consensus was in favour for it to be trialled at Race day #1 for 10s teams only. Noted Pat Doogue had been asked to follow up to ensure that it would work with RevSport and FinishLynx.

Jennifer Bould advised she would follow up with Craig Ryan (DBVic) on this as they use the same system and inform the Board and Pat Doogue if there are any issues for consideration or addressing. **Action: Jen #2701**

#### 5.4 RC meeting 7/6/23 actions:

##### 5.4.1 Follow up status of relocation of boats from Angle Park to Torrens

Held over.

##### 5.4.2 Enquire if sensor light can be placed at Boatshed to avoid any potential tripping hazards

Held over.

##### 5.4.3 Follow up response back to Club for x3 Safe365 incident reports lodged by CDs on 9<sup>th</sup> March

Held over.

##### 5.4.4 Note interest for Clubs to display trophies in any new club room in the Port

Noted.

## 6. AusDBF

### 6.1 AusDBF Update

Nil update.

### 6.2 Q3 Members Forum 25/5/23

Nil report.

### 6.3 Invictus Australia x AusDBF

Held over.

## 7 FINANCE

### 7.1 Reports – 31/5/23

MOTION

THAT the financial reports as at 31 May 2023 be accepted.

Moved: T. Gardiner and Seconded: T. Youngman CARRIED.

### 7.2 The Sailing Club – finances 31/5/23

Held over.

### 7.3 Registration fees 2023/24 – to pass on fees or not

A discussion was held on whether to pass the various transactional fees on to individuals registering or to absorb them.

MOTION

THAT the Board agreed that with respect to the registration fees for 2023/24 that the pin payment fees (2% and .60c per transaction) would be passed on however the \$1 fee per transaction to RevSport would be absorbed.

Moved: J. Bould and Seconded: T. Gardiner CARRIED.

Action: Marie #2702

### 7.4 ORS&R – SmartyGrants forms due for submission

#### 7.4.1 Industry Profile Report

The draft template response was reviewed online. Noted is being submitted by Julie Lister and due in by 30 June. There were no issues with the responses to date.

Action: Julie #2703

#### 7.4.2 Governing Board Composition

The draft template response was reviewed online. Noted is being submitted by Julie Lister and due in by 30 June. There were no issues with the responses to date.

Action: Julie #2704

#### 7.4.3 Covid19 – Recovery Stimulus – Final Report & Expend Declaration Form.

The draft template response was reviewed online. Noted still requires a lot of detail to be provided so grant can be acquitted. Action: Jen & Tracey #2705

### 7.5 ORS&R – CR&SFP Grant – advice

Noted grant application for funding to cover some of the expense of the key fob system was unsuccessful.

### 7.6 Storage facility / container - quote

Noted John Holland has obtained a cheaper quote for one of the storage facilities in the Port which would be followed up.

## 8 CORRESPONDENCE

### 8.1 Email – Jordan McKenna re offering announcement services

Agreed to follow up this offer. Action: Chris #2706

## 9 CLOSING

### 9.1 Any Other Business

- Chris Wood enquired if there had been any follow up to occasion when she had been asked to leave the meeting due to a perceived conflict of interest. The response was not known so agreed to follow up with Julie for further details. Action: Julie #2707
- Agreed that the RC meeting set for Tuesday 29 August would be held via Zoom only as Marie Cunningham would still be overseas. Meeting details would still be managed by her however a Minute taker would be sort from amongst the RC committee members.

## 9.2 Next meetings

The next Board meeting is set for 6pm on Wednesday 19 Jul at The Aquatic Boatshed.

**Action: Marie #2693**

Meeting closed at 7:26pm.