



**MINUTES  
GOVERNANCE MEETING**

**Tuesday 6 December 2022 at 6pm  
The Sailing Club / Zoom**

<b>1 FORMALITIES</b>			
1.1	Meeting Open	<ul style="list-style-type: none"> <li>6pm by Julie Lister (Chair) with a Welcome to Country acknowledgement given</li> </ul>	
	Present:	<ul style="list-style-type: none"> <li>Chris Wood (ACDC), Jennifer Bould (Life Member), Julie Lister (Powerblades), Norman Voss (ACDC), Mary-Ann Holt (ASA) and Tracey Gardiner (Powerblades)</li> </ul>	
	Apologies:	<ul style="list-style-type: none"> <li>Tasha Youngman (Powerblades)</li> </ul>	
1.2	Conflict of Interest Declarations	<ul style="list-style-type: none"> <li>Standard acknowledgement to declare any conflicts of interest with any issue as they arise.</li> </ul>	
<b>2 CHARTERS</b>			
2.1	Maintenance & Equipment	<ul style="list-style-type: none"> <li>Discussion held on the service requirements for the boat, caravan, and trailers.</li> <li>Noted the dates for registration expiry of the trailers and boat are on the website with the actual registration certificates: <a href="https://www.dragonboatsa.com/about/administration/trailer-registrations/">https://www.dragonboatsa.com/about/administration/trailer-registrations/</a></li> <li>Noted that all equipment was not required to be serviced annually and it could first be checked to see if it was required.</li> <li>Agreed to produce a spreadsheet with a schedule of review/service dates for all equipment with the registration expiry date being a good date to set for a reminder. <b>Action: Norman (#12)</b></li> <li>Agreed to provide details of the previous service dates of the various equipment and the cost at the time for inclusion in the spreadsheet. <b>Action: Jen (#13)</b></li> <li>The Umpire's Boat is maintained by Pacific Marine and was serviced last time by Pat Doogue and Steve Clinch.</li> <li>The caravan is serviced by Complete Caravan Solutions on site.</li> <li>Details of any issues with the caravan from when it was broken into recently to be provided to the Board for addressing. <b>Action: Jen (#14)</b></li> <li>The draft Charter was reviewed, and amendments made.</li> </ul>	
2.2	Social Media	<ul style="list-style-type: none"> <li>The draft Charter was reviewed, and amendments made.</li> </ul>	
2.3	High Performance & Development	<ul style="list-style-type: none"> <li>The draft Charter was reviewed, and amendments made.</li> </ul>	
2.4	Safety & Risk	<ul style="list-style-type: none"> <li>The draft Charter was reviewed, and amendments made.</li> </ul>	
2.5	Sweep Committee	<ul style="list-style-type: none"> <li>The draft Charter was reviewed, and amendments made.</li> </ul>	
<b>3 POLICIES</b>			
Held over.			
3.1	Policy 013 – Nomination process for elected DBSA Board Director position		
3.2	Policy 000 – Regulations & Event Organisation		
<b>4.0 GENERAL</b>			
Held over.			
4.1	Review Safe365 Task list to look to separate safety & paddler related tasks	Review	Board
4.2	AusDBF's Rules of Racing – adoption, or if not develop and adopt own local rules	Review	Board
<b>5.0 LIFE MEMBER - VOTE</b>			
5.1	Discussion After SGM held 17-Nov-22		

	<ul style="list-style-type: none"> <li>▪ Discussion held on this after a challenge was put forward by Norman Voss on the decisions made at the SGM as to whether or not Life Members were actually entitled to a vote under the revised Constitution.</li> <li>▪ As a result of the challenge, Julie Lister had sought some private legal advice which was circulated prior to the meeting.</li> <li>▪ The Board consensus agreed with the legal advice noting that the Constitution (18 August) had conflicting clauses around Life Members and whether they are entitled to a vote in general and was not clear if Life Members were entitled to a vote, prior to the adoption of the Constitution.</li> <li>▪ Noted some Life Members had been under the impression that they were not entitled to a vote prior to the SGM, and some did not attend as a result.</li> <li>▪ Discussion was held on the next steps to take.</li> <li>▪ Noted: <ol style="list-style-type: none"> <li>1. Constitution is not fit for purpose currently and this needs to be addressed.</li> <li>2. There is ambiguity relating to whether a Life Member can vote based on different interpretations within sections of the Constitution. The Board interpretation is that a Life Member cannot vote but the Board acknowledges how the wording in certain sections is ambiguous and needs clarity. This needs resolution before future voting on any aspect can be undertaken.</li> <li>3. There was a vote taken with the outcome 10-8 that included some Life Member voting however disadvantaged other Life Members who considered they did not have a vote. If all Life Members had or had not voted this may have changed the outcome.</li> </ol> </li> <li>▪ Agreed to write to Clubs and Life Members advising: <ol style="list-style-type: none"> <li>1. Life Member voting needs to be clarified. This will be done at an SGM prior to the next President's Forum with a proposal to be submitted for their information and background.</li> <li>2. Once Life Member voting rights have been clarified, a request will be put to Club Presidents to accept the previous vote approving three members of Powerblades to remain on the Board until the next AGM (August 2023).</li> <li>3. Should this request not be accepted then another vote will be taken at the time.</li> </ol> </li> </ul> <p><b>Action: Julie (#15)</b></p>		
<b>6.0 CLOSING</b>			
6.1	Any Other Business <ul style="list-style-type: none"> <li>▪ Revised Charters to be reformatted for review at next Board meeting.</li> </ul> <p><b>Action: Marie (#16)</b></p>	Discussion	Board
6.2	Meeting closed at 8:02pm with next meeting date to be advised.		

## ACTION ITEMS

NO.	ACTION	WHO	WHEN	STATUS
12	Produce a spreadsheet with a schedule of review/service dates for all equipment with the registration expiry date being a good date to set for a reminder	Norman	Jan meeting	
13	Provide to Norman, details of the previous service dates of the various equipment and the cost at the time for inclusion in the maintenance spreadsheet.	Jen	ASAP	
14	Details any issues with the caravan for addressing by the Board at next Board meeting.	Jen	12-Dec	
15	Write to Clubs and Life Member as advised above re another SGM being called to sort out Life Member voting.	Julie	ASAP	
16	Reformat revised Charters from meeting for review at next Board meeting.	Marie	ASAP	Done
NO.	ONGOING	WHO	WHEN	STATUS
2	Charter – Volunteers & Officials	MA	Next meeting	
4	Charter – Race Committee revisit.	Chris	Next meeting	

