

DBSA MINUTES AD HOC BOARD MEETING



Tuesday 5 December 2023 @ 6pm
At Aquatic Reserve meeting room / Zoom

FORMALITIES

- **OPEN MEETING – 6:05pm**
JL read to an Acknowledgement of Country.
- **PRESENT**
Chris Wood (CW) (ACDC) (Life Member), Tracey Gardiner (TG) (Powerblades), Julie Lister (JL) (Powerblades), Mary-Ann Holt (MA) (ASA), Jennifer Bould (JB) (Life Member)
- **APOLOGIES**
Nil.
- **INVITED**
Teresa Riccio-Goodwin (TRG).
- **DECLARATIONS OF CONFLICTS OF INTEREST**
Standard acknowledgement given to declare any conflicts of interest with agenda items as they arise.

1 GOVERNANCE

1.1 Previous meeting Minutes – 17/10/23

Agreed that the Minutes from the Governance Board meeting held on 5 November 2023 and the Special General Meeting held on 21 November 2023 be accepted as true and accurate records.

Action: Marie #2839

1.2 Action List (*end of meeting*)

Reviewed at end of meeting. Of note:

- #2765 – withdrawn.
- #2591 – note details of proposed Auditor required.
- #0034 – noted Risk Management policy will be aligned with AusDBF however own risk assessment needs to be undertaken still for all courses.
- #0036 – Policy #040 – Volunteer recognition – follow up is being done with Volunteer SA on aspects to consider introducing.
- #0039 – noted a contents location guide for the caravan has been produced. Agreed to source a second printer for use as a backup. **Action: Tracey / Julie #2840**
- #0042 – noted AusDBF will advise in January re an online training course for Level 1 Officials.
- #0071 – noted the area across from Aquatic is being developed by the council as a traditional land cultural tourist / recreation park and will be developed back around to the shopping centre car park.
- #0072 – Noted de-fib will be mounted on the side of the BSD locker. Paddle SA will relocate their unit from their locked office to the corridor and will follow up with the Council for one to be installed outside.
- #0074 – re hygiene products. Noted they are placed in one of the inside female toilets and in the ambulant toilet. Noted Paddle SA would not follow up installation of an additional unit for the second female toilet, female showers or for the installation of a sanitary products unit.

1.3 Acceptance of 'Information Only' Papers

Accepted.

1.4 Clearances

The clearance application from Julie Hyland from Powerblades to SADA was granted for the 2023/24 season. **Action: Marie #2841**

1.5 Policies

1.5.1 #045 – Reimbursement

Adopted. **Action: Marie #2842**

1.5.2 #035 – Social Media
Adopted. [Action: Marie #2842](#)

At 6:05pm Teresa Goodwin joined the meeting as an invited guest.

2 GENERAL

2.1 Board Positions / EOIs

- **Appointed Director Nomination – Teresa Riccio-Goodwin**

JL welcome TRG to the meeting and introduced those present. The opportunity was given to TRG to provide a brief introduction and for questions to be put to her by the Board.

Appreciation was extended to TRG for her time in attending the meeting and she was advised that she would be informed of the outcome of her application for the Board Appointed Director position in due course.

At 6:18pm Teresa Goodwin departed the meeting as an invited guest.

The Board considered the application noting that she was highly credentialled for the role.

MOTION

THAT the application from Teresa Riccio-Goodwin for a Board Appointed Director position be accepted for a 2-year term, commencing 1 January 2024 until 31 December 2025.

Moved: MA and Seconded: JB CARRIED.

Agreed to send a letter of appointment to TRG and advising of the requirement to have a WWCC and undertake the x2PBTR online courses (H&D, CP&S). [Action: MC #2843](#)

- **Casual Nomination – John Holland**

At this point in the meeting (6:56pm) CW departed the meeting due to a conflict of interest.

JL provided an update on the expressions of interest (EOI) received for the casual vacancy.

It was agreed that as Sandy Douglas had not progressed and resubmitted his initial EOI that it would be taken that he was no longer interested.

The only EOI remaining was from John Holland and duly considered.

At this point in the meeting (7:09pm) CW returned to the meeting.

MOTION

THAT John Holland's EOI for the casual Board vacancy be accepted with the term commencing from 1 January 2024 until the 2024 AGM.

Moved: MA and Seconded: JB CARRIED.

Agreed to send written confirmation to John Holland of his election to the Board.

[Action: MC #2844](#)

2.2 Lunar New Year – medals – cost / budget / club feedback

Discussion held on the planning for this event on Sunday 11 February 2024. Noted it was a good opportunity to promote the sport, build rapport with paddlers and attract new paddlers.

Of note:

- Clubs had been requested to tentatively register their categories so the number of medals to be ordered could be ascertained in time to order the medals.
- Hoping to have at least one corporate crew from Invictus Australia. The local reps are keen to first have a Come & Try on 7 January, or the following weekend to gauge the interest of those in participating in this event.

Medals and ribbons were discussed along with the costings of both noting that a quote had been provided by a local SA company. Agreed that:

- Corporate crews would be presented with current medals.
- DBSA Registered participants would be presented with the new medals and ribbons.
- Noted registration and event paperwork had not yet been distributed.
- Noted Taiko drummers would be too expensive.

The budget for this event was discussed. Agreed:

- Expenses: Lion dance - \$600 and Miscellaneous up to \$1,000. Medals would be capped at \$4,000, events to be determined.
- Income: Registrations – Corporate - \$15 (plus GST) / race fees - \$10 (plus GST).
- Overall budget: \$6,500.

Agreed to send the new medal design to the current Hong Kong medal supplier for a quote for future State Championship medals (or similar).

Action: [Julie #2845](#)

An update on the quantity of both types of medals required would be provided at the next Board meeting. Action: [Julie #2846](#)

Agreed to book the Lion dancer and circulate event registration paperwork by the end of this week.

Action: [Chris #2847](#)

2.3 Constitution – agree action Going Forward – SGM January PF

Agreed that Constitution would be updated to reflect changes to Life Membership voting as agreed upon at the SGM held on 21 November 2023 and presented to Members at an SGM prior to the next Presidents' Forum. Action: [Julie #2848](#)

Agreed to circulate the tentative meeting schedule for 2024 for Board members to advise of availability prior to the next Board meeting where it will be adopted. Action: [Marie #2849](#)

2.4 State Team Coaching and Training

JL provided an update on the EOIs received.

MOTION

THAT the following be appointed as Coaches for the DBSA State Team for the 2024 AusChamps:

- Premiers: Julie Lister (Powerblades)
- Senior A: Julie Davies (Black Sea Dragons)
- Senior B: Sharon Etherington (Powerblades)
- Senior C: Mike Farrelly (Mannum)
- Juniors: John Holland (ACDC)

Moved: TY and Seconded: JB

CARRIED.

Agreed to inform the above of their appointments and to inform Clubs thereafter.

Action: [Julie #2850](#)

Noted JL would have oversight of the coaches and develop the training program.

With respect to the application received from Tony Morbidelli (Subsonix) JL would follow up with him in person as to the reasons for it being unsuccessful. Action: [Julie #2851](#)

Noted first training sessions will be scheduled on Saturday 13 & Sunday 14 January 2024 at 9:30am with some testing to be undertaken (ie ergos). Will look to schedule social BBQs during the period as well.

Noted there is a supply of state tops left over however a new order will be placed to meet demand for sizes.

An order will be placed for a supply of caps and visors. Polo shirts and jackets had also been requested by former state team paddlers with payment required up front first. Follow up will be had with Merino on this. Action: [JL #2852](#)

EOIs will be sought for the state team by a QR code / link with posters to be placed in the boatshed.

Action: [JL / Tash #2853](#)

3 ANY OTHER BUSINESS

- Chris Wood advised that the AMG financials will be presented at the next Board meeting and that John Holland had purchased six new slings for the gantry which will arrive on Friday.
- Agreed to send contact details at Paddle SA to make room bookings. **Action: Marie #2854**
- Note Task List to be updated to reflect that toilet paper is not to be supplied in the outside (council) toilets. **Action: Marie #2855**
- Noted there was some confusion from the race day around the borrowing of a Sweep for B Grade clubs when a sweep is in the boat as a paddler to make a crew of 10 paddlers. Clarification is required in the Rules of Racing. **Action: Julie & Chris #2856**
- Agreed to park discussion re requirement of Sweeps to have First Aid Certificate for now.
- An “in camera” conversation was held.
- Noted AusDBF (Melanie) will be providing dates for a Level 1 Officials online course in January. This was discussed with one suggestion being put forward that it should be held in person rather than online. Agreed to revisit this when dates have been provided.

4 NEXT MEETING / MEETING CLOSE

Noted 2024 meeting dates would be confirmed at the next meeting.

Meeting closed at 8:25pm.