

DBSA MINUTES BOARD MEETING



Tuesday 16 January 2024 @ 6pm
At Aquatic Boatshed meeting room / Zoom

FORMALITIES

▪ OPEN MEETING – 6:02pm

The Acknowledgement of Country was read by Mary-Ann Holt with Chris Wood to read it next meeting and a welcome was given to the two incoming Board members.

"We acknowledge the Kaurua people as the first nations of this land on which we meet today. The dreaming is still living from the past, in the present into the future and forever. I would like to acknowledge all cultures sharing this land today, past and present."

▪ PRESENT

Chris Wood (CW) (Life Member) (ACDC), Tracey Gardiner (TG) (Powerblades), Julie Lister (JL) (Powerblades), Mary-Ann Holt (MA) (ASA), Jennifer Bould (JB) (Life Member), John Holland (JH) (Life Member) and Teresa Riccio-Goodwin

▪ APOLOGIES

Nil.

▪ DECLARATIONS OF CONFLICTS OF INTEREST

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

1 ADMINISTRATION

1.1 Previous meeting Minutes – 12/12/23

Agreed as a true and accurate record. **Action: MC #2882**

1.2 Action List

Of note:

- #2862 – CW advised she is now familiar with how to enter corporate participants in RevSport after an event however would still follow up with DBVic on how to do so beforehand so can use both options.
- #2865 – agreed to schedule First Aid course on Saturday 4 May 2024. **Action: MC #2883**
- #2869 – follow up to be with VP to see if the boat they no longer require could be given to Solomon Islands as they will pay for overseas freight and there is already one ready to go. **Action: CW #2884**
- #2814 – agreed to change action to undertake some research on a trailer price and then offer to Clubs first before selling on Marketplace.
- #2591 – approval given for TG to provide copy of 2022/23 financial report to her colleague to provide a quote to Audit the books.
- #42 – list of juniors to be provided to JH for information. **Action: MC #2885**
- #42 – noted JH offer to conduct a workshop on a Saturday for those Clubs interested in having juniors would be advised at the upcoming PF. **Action: MC #2886**

1.3 Acceptance of 'Information Only' Papers

Accepted.

1.4 Clearances

Nil.

At this point of the meeting Jennifer Bould arrived.

2 PORTFOLIOS

2.1 Safety & Risk

2.1.1 Incident spreadsheet

Noted the spreadsheet is updated with a summary of incidents that occur between meetings with the actual Safe365 report filed electronically. An update was given on the only incident.

2.1.2 Email to Pat Doogue requesting incident report to be submitted for DBSA trailer and paddler car

Incident was noted.

2.1.3 ORS – New smoke-free and vape-free outdoor area laws

Agreed to circulate this to Clubs for information. **Action: MC #2887**

Agreed to look for suitable location to post to website and to update Policy #02 – Smoke Free. **Action: JB #2888**

2.2 Equipment & Maintenance

JL advised that AusDBF had requested State Members nationally to provide a list of boat assets held by their member organisations and this was currently being finalised for DBSA. Noted this will assist to update DBSA Asset register.

2.2.1 #2194 – 5-year lease – draft – clean copy – review and approve for use

The lease was reviewed and approved in principle with minor changes suggested, spelling to be reviewed and tailored specifically to each Club. **Action: TG / JL #2889**

2.2.2 #2194 – 5 year lease – draft – tracked changes

Noted for information only.

2.3 Participation, Marketing & Publicity

CW advised there has been little activity to date and will look to schedule a meeting middle of January when all committee members are available.

2.4 High Performance & Development

2.4.1 Flag Bearer AusChamps 2024 – Proposal Cassidy Burns

Agreed that an EOI needed to be sent to all Clubs in the first instance seeking nominations noting there is a short timeline for responses and decision. **Action: JL #2890**

As an aside noted Cassidy's nomination would be amended by ACDC to reflect correct Club history and resubmitted.

2.4.2 Juniors

JL advised it was unlikely there will be a state Juniors team due to limited number of paddlers however ACDC will have one for Club competition.

Training sessions for Dragonmites were being held on Sundays when numbers allow.

2.4.3 State team update (excluding Juniors)

JL provided an update:

- First training weekend held the previous weekend with fitness sessions and on water activities held over a 2-hour session both days.
- EOI sent to Clubs with signs posted in Boatshed and social media to be next.
- The EOI was semi successful with an additional 19 paddlers unregistered paddlers turning up making a total of 81 to date.
- Noted combining with WA for some categories.
- Noted some of the eligible U24 paddlers preference was to race with the Premier – Females team due to not being able to double roster. Agreed to follow up with AusDBF if this was the actual case as is a demonstration sport. **Action: JL #2891**
- Categories to be entered – all 10s racing. Premiers (all categories), Senior C (all categories), Senior A&B to be combined.
- Race entry fees will now most likely be around \$800.
- Noted there is a shortage of male paddlers for Senior A&B and efforts have been made to contact previous state paddlers.

Discussed sending out notification to all registered paddlers via RevSport however agreed to first look to other promotional opportunities such as social media.

Agreed to promote participation in the state team at Sunday's regatta and look to bring back the notice board which could be used to place notices re this event and others.

Action: JL / JH #2892 (I note we never actioned anyone to bring back the notice board)

2.4.4 PBs AusChamps exemption forms – request Board support to submit

Agreed to support the exemptions received from Powerblades for: Maxine Timbs (Victor Dragons), Rob Bowen (Victor Dragons), Julie Metcalfe (Mannum) and Mike Farrelly (Mannum). **Action: JL #2893**

2.5 Social media & Website

Nil update.

2.6 Cultural

ML advised she was endeavouring to meet with Charmaine (Vietnamese Association) to work through some of her suggestions for the opening ceremony.

2.7 Sweeps' Committee

2.7.1 SC Chair's report – 1/9/23 – 31/12/23

Noted a new template had been provided to Pat Doogue for quarterly reporting going forward.

Noted Pat Doogue provided an activity report instead, not on this template as he advised that it had been provided too late for him in the quarter to complete in a timely fashion.

2.7.2 Sweeps Charter – Updated to align to AusDBF and DBSA reporting requirements

Noted the draft Charter had recently been updated by JL and JH with the latter aligning it more to AusDBF and the National Sweeps Committee.

The Charter was duly reviewed, minor changes made and adopted. **Action: MC #2894**

At this point of the meeting John Holland and Chris Wood departed due to a conflict of interest.

2.7.3 Discussion on Sweeps Committee

Noted there was a great response received for EOIs from the following eight individuals which were each reviewed:

- Jason Kuhlmann (Victor Dragons), John Holland (ACDC), Pat Doogue (SADA), Janetta Angel (PBs), Charmaine Dos Santos (ACDC), Neil Parker (PBs), Tenielle Stokes (PDs) and Chris Wood (ACDC).

Agreed that the committee will be represented by four Sweeps Assessors and two apprentice assessors.

At this point of the meeting John Holland and Chris Wood returned to the meeting.

Appointments were noted as:

- Sweeps Assessors – John Holland, Pat Doogue, Janetta Angel and Neil Parker
- Apprentice Assessors – Jason Kuhlmann, Charmaine Dos Santos

Email advice to be sent out to successful candidates along with the Charter and to unsuccessful candidates. **Action: MC #2895**

Agreed that Pat Doogue will be the DBSA Representative to the AusDBF Sweep Coordinators Committee with advice to be given to AusDBF and Pat respectively. **Action: MC #2896**

As an aside JH advised that Mildura DBC were keen to send their sweeps to any DBSA training which was duly supported.

2.8 Volunteers & Officials

MA advised of process in place to manage the volunteers and officials on race days with their availability in advance being sought and that she was looking to learn the Race Secretariat role.

Noted there would be no marshalls or boat loaders at the next race due to insufficient number of volunteers with the consensus being that they were not needed.

Noted Subway catering for lunch would be trialled next race day. Barbara (Mobile Coffee Bean) had kindly offered to have her husband collect the order for this on MA's behalf as it would not be ready until after 8am. This was approved noting there were no vendor fees charged to her.

Brief discussion held on the status of pins to be awarded to Volunteers noting that the list had not been updated for some time. The process for this would be reviewed by MA. There had been no appreciation lunch for Officials & Volunteers in 2023 and would be scheduled this year.

Action: MA #2897

Noted Chief Officials for remaining race days would be:

- Race day #5 – Jennifer Bould
- Race day #6 – Julie Clinch
- States – John Holland

3 EVENTS

3.1 Events

CH advised that a request had been received from the Chairperson of a sub-committee helping to organise activities in Port Vincent on Sunday 14 April 2024 as part of the Yorke Peninsula Saltwater Classic and were seeking DBSA involvement.

It was agreed to follow this up as it would be the day after the SA Regional Masters Games and could possibly be arranged. **Action: Chris #2898**

3.1.1 Sun 14/01/24 – Regional Training Day

Noted at previous RC meeting that Jason Kuhlmann had reported that the event had a great turnout, was well organised, Pat Doogue did an excellent job and all Sweeps progressed up in levels. Mildura DBC participated.

3.1.2 Sun 11/02/24 – Lunar New Year

JL provided an update on this event noting that:

- The medals and lanyard orders have been placed and will arrive in good time beforehand.
- Clubs have all been asked to submit their entries.
- Corporate teams have been entered with at least a Mixed and Open Invictus crew with first Come & Try this Saturday for them.
- Drums will be dressed up with some Chinese ribbon.

CW confirmed that the lion dancers have been booked, a Vietnamese food van was being sought and that it was disappointing that the announcer was no longer available and being difficult to commit for the remainder of the season.

MA offered to follow up with some announcers that she knows to check their availability.

Action: MA #2899

3.1.3 DVA Come & Try – Pat Doogue's report

Noted.

3.1.4 Invictus Australia Come and Try Report – TG's report

Noted.

3.1.5 Peter Bristow Long Course Race

JL provided background to the introduction of this document.

Consensus was that as it was a race that there was no need to follow the Maritime rules and that the shortest and direct route should be taken.

Agreed that the document needed further review and to be kept succinct with the on-water rules section to be reviewed first. **Action: JH / CW #2900**

As an aside it was agreed that the remembrance recognition would continue at States every two years.

3.2 SA Regional Masters Games 2024

JH provided an update noting the new date was Saturday 13 April 2024 and that Copper Coast were not in a position to coordinate this event. It was agreed that DBSA would do so on their behalf.

4. AusDBF

4.1 Level 1 Coaching Course – 3&4 Feb- registration status

Noted course would proceed as further registrations were expected. Reminder to be sent out to Clubs. **Action: MC #2901**

4.2 ASC: Online Directors modules

Noted that AusDBF advised that the Australian Sports Commission now offers the following free online Directors modules designed to support new and existing Directors at all levels of sports from NSO, to State level organisations, associations and local clubs and encouraged all State Board Directors to complete them.

1. The Start Line – Sport Governance Foundation course
2. The Defence – Risk Education for Directors
3. The Spirit of the Game – Organisational Culture

Agreed that current Board members should at least undertake the first course and were encouraged to do the remainder. **Action: Board #2902**

Agreed that nominees for future Board positions would be advised of the requirement to complete at least the first course as part of their election. **Action: MC #2903**

4.2 Opportunity to hold a coach workshop with international coach

Advice received from AusDBF about DAA looking to hold a workshop with Kamini Jain in Hobart in October this year aligning with their next Pink Paddle Power regatta. Agreed to forward to DAA for information. **Action: MC #2904**

5. FINANCE

MOTION

THAT the financial reports as at 31 December 2023 be accepted with Tracey to follow up.

Moved: TG and Seconded: JH.

CARRIED.

Noted some queries raised about status of long term debtors and re the bank balances in the reports and would be followed up. **Action TG #2905**

JH advised that as The Sailing Club is no longer and reimbursement was made for any cancelled bookings that the account can be closed and PAAF reimbursed 50% of the balance with the other 50% to be deposited into the DBSA account. **Action TG #2906**

6. GOVERNANCE

6.1 Constitution – amendments to note prior to SGM

JL provided a background to the amendments made to the draft version of the Constitution and noted it would be put for a vote only (no discussion) at an upcoming SGM on Wednesday 7 February, with anyone wishing to submit a statement to do so 10 days prior to the meeting for.

7. CLOSING

7.1 Any Other Business

- The local rules for racing which were reviewed at the previous RC meeting and changes subsequently put forward afterwards were discussed. It was agreed to modify as follows:
 - If a Club needs to borrow a Sweep to paddle to make up a crew of 10 (excluding drummer) they can borrow a Sweep.
 - This crew will be a qualifying crew and is eligible for the State Championships.
- CW provided an update on follow up with Council re parking limitations at Aquatic due to development project over the road no longer providing parking options. An aerial view of the area had been provided by Council with follow up to be had with them seeking approval to park on the large grass area near the furthest designated car park for overflow parking. **Action: CW #2907**

Noted if approved that preference would be for it to be used by SUVs or larger vehicles so they can readily access the kerb without causing damage and car park monitors would need to advise this.

- JL advised that PBs have a carpool App which they use for all their events and Clubs should be encouraged to use this. Details to be circulated to Clubs. **Action: JL / MC #2908**

- JH provide some background to Policy 26 – New Paddler allocation and noted that it had moved away from the initial intent and that the four free tries should be removed. Agreed to review policy and provide feedback. **Action: Board #2909**
- Agreed to change Thursday 14 March Board meeting to Wednesday 13 March.
Action: MC #2910
- JH advised that ACDC have renegotiated to continue paddling on the Port River.
- CW offered to follow up the City of Port Adelaide / Enfield Mayor re facilities in the Port.
Action: CW #2911

7.2 Next meetings

Next meeting date is set for 6pm on Monday 12 February 2024 at 6pm at the Aquatic meeting room and online.

Meeting closed at 9:35pm.