



# DBSA MINUTES BOARD MEETING

Thursday 14 March 2024 @ 6pm  
At Aquatic Boatshed meeting room / Zoom

## FORMALITIES

### OPEN MEETING – 6:0pm

The Acknowledgement of Country was read by Chris Wood (Chair).

*"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

Jennifer Bould (JB)	Life Member	
Tracey Gardiner (TG)	Powerblades	
John Holland (JH)	Life Member / ACDC	Until 7:30pm only
Mary-Ann Holt (MA)	ASA	
Julie Lister (JL)	Powerblades	Until 7pm only
Chris Wood	Life Member / ACDC	
Teresa Riccio-Goodwin (TRG)	Appointed Board member	

### 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 – 12/2/24

Agreed as a true and accurate record. [Action: MC #2937](#)

### 1.2 Action List (reviewed end of meeting)

### 1.3 Acceptance of 'Information Only' Papers

Accepted.

### 1.4 Clearances

Noted the restriction period remains in place until 30 April.

## 2 PORTFOLIOS

### 2.1 Safety & Risk

#### 2.1.1 Incident spreadsheet + Quarter Period comparative report

JL noted there were an exception number of incidents reports this period and advised of the two that were submitted this week and not included in the tabled report.

Noted there have been several safety concerns because of some indigenous people in the area recently.

Consensus was that the reporting provided along with new graphs provided a good understanding of what is happening in both the short and long term.

#### 2.1.2 Risk Assessment Report: Race Day Boat Loading

Report noted.

Other documents for noting:

- Risk Assessment – Boat loading – documents
- Risk Assessment – Boat loading – JL / JH feedback
- Boat loading – Jennifer Bould's objection to new local ruling "Boats can be loaded safely without the Sweep and once present, they can head off to the start line" was noted.

## 2.2 Equipment & Maintenance

### 2.2.1 Fines for Clubs not reporting equipment damage in Safe365

Noted Clubs had been advised that they or individuals may incur a fine for damaging equipment and not reporting it and each case would be addressed on its merits going forward.

### 2.2.2 Gantry Operational instructions

The instructions were reviewed and noted that the second photo needs to have reference that “tension should be taken off the slings – unlike in this photo” and then it can be circulated.

**Action: MC #2938**

### 2.2.3 Finish Line – set up instructions

Document produced by SADA was reviewed and agreed to circulate to Clubs for feedback.

**Action: MC #2939**

## 2.3 Participation, Marketing & Publicity

Noted Sub-committee meeting cancelled.

## 2.4 High Performance & Development

### 2.4.1 State Team report

Taken as read.

JL advised that she is now sorting out the seating and finalising crews. All participants bar one have their race top which is in the back of her car currently.

Crews are looking good, enthusiastic and have been training in 10s boats.

### 2.4.2 Juniors

JH advised that the junior team would be racing in a combined team with DBVic juniors in Open, Women and Mixed – standard boat with equal numbers. CW will sweep.

## 2.5 Social media & Website

Noted there has been little promotion on Instagram or Facebook recently re any race days or activities.

Agreed that MC should return to taking photos at events when available and to revisit this next season to seek EOs for someone to assist with Instagram next season. **Action: MC #2940**

## 2.6 Cultural

Noted JB had reviewed the document and removed the Publicity content. Agreed MA to look to review it next. **Action: MA #2941**

Discussion held on preferences as to the format of the opening ceremony with MA advising that she would be catching up with the coordinator for a coffee soon to discuss options for consideration next season.

With respect to arranging a “closing of the eyes” ceremony for the dragon boats at the end of the season it was agreed to revisit this next season.

## 2.7 Sweeps' Committee

### 2.7.1 Regional training day – 25/2/24 – summary report

Noted it was a positive report.

Agreed to include the scheduling of the regional training day as part of the RC 2024/25 season race day planning.

## 2.8 Volunteers & Officials

### 2.8.1 VS&NT Volunteering Conference – Wed 22/05/24

Noted.

## 3 EVENTS

### 3.1 Events

CW advised of an approach from Maggie Beer for a corporate event and there is a combined school event in May with Westminster, Pulteney and Walford.

#### 3.1.1 Chief Official's Report

Discussion held on there being no Chief Official's report still from the race day #6 held on 3 March.

Agreed to change the template to note that the report is due within 10 days of the race day regardless of any outstanding content awaited. **Action: MC #2942**

### **3.1.2 End-of-season event – Volunteers & Officials**

Agreed to combine this event with the End-of-Season Awards dinner and look to subsidise their attendance if possible.

### **3.1.3 End-of-season Awards dinner**

Agreed to schedule for Saturday 18 May 2024 at the Royal Adelaide Golf Club if available.

Agreed a separate invitation could be sent to the volunteers and officials as the cost for their attendance will either be fully covered or subsidised depending on the costs.

Both MA and CW to follow up venue, catering and entertainment. **Action: CW, MA #2943**

### **3.1.4 Club Awards**

Noted nomination process to be sent out to Clubs for the following awards:

- Regional Club of the Year
- Metropolitan Club of the Year –

**Action: CW #2944**

### **3.1.5 City of Port Adelaide Enfield – Dockside Festival**

CW advised of the previous issues from when ACDC were involved with some Come & Trys for this event however would complete the survey and arrange a meeting to discuss options.

**Action: CW #2945**

### **3.1.6 Race day #6 – feedback / RC Minutes 5Mar24**

Noted.

## **3.2 State Championships**

Arrangements discussed:

- Toilet paper supply – will be kept at JL's house in the interim given the recent depletion of supplies recently with 62 rolls used in the last four weeks.
- Catering – follow up to be had with Vietnamese caterer and Barb (Mobile Coffee Bean) for the lunches and drinks. **Action: CW #2946 / MA #2947**
- Tent mud map – to be prepared. **Action: CW #2948**
- Car parking permits – noted is no issue with number of car parking spots available at Annie Watt Reserve. Agreed to update and circulate to recipients accordingly. **Action: CW #2949**
- Chief Officials:
  - Sat: John Holland
  - Sun: Jennifer Bould
- Officials & Volunteers list to be circulated to Board first for feedback / noting before sending out to Clubs. MA advised is waiting on confirmation of availability. **Action: MA #2950**
- Timekeepers – to be located in the Finish Tower rather than outside in the sun.

As an aside MA noted that she contacted the Boy Scouts Association for a BBQ and they thanked her profusely but noted it was too late notice and so would be followed up for next season.

### **3.2.1 Exemption – Subsonix**

Noted approved previously out-of-session.

### **3.2.2 Exemption – Water Warriors**

Noted approved previously out-of-session.

### **3.2.3 Quote – Security – In Tuto Security**

Agreed security would only be required for the Friday and Saturday evenings.

### 3.3 SA Masters Games 2024 – Sat 13/04/24

JH advised event arrangements are proceeding and he recently visited the course to survey the new direction which will be alongside the hotel. The competitors' tents will be in the usual location and the usual pontoons used for boat loading.

## 4. FINANCE

### MOTION

THAT the financial reports as at 29 February 2024 be accepted.

Moved: TG and Seconded: JB

CARRIED.

Agreed to reimburse Pat Doogue for the excess he paid for the insurance claim he made on damage to an individual's vehicle at Aquatic whilst towing the Umpire Boat's trailer at an earlier race day this season. **Action: TG #2951**

## 5. GOVERNANCE

### 5.1 Policies

Policies: The below policies were reviewed:

**5.1.1 #008 – Equity and Inclusive Policy – to align to AusDBF National Inclusion Framework**  
Adopted.

**5.1.2 #020 – Life membership – to align to Constitution**  
Adopted.

**5.1.3 #021 – Risk management – to better align to AusDBF (rewrite)**  
Adopted.

**5.1.4 #039 – Disability – inclusion of a link**  
Adopted.

**5.1.5 #002 – Non Smoking and Vape Free**  
Adopted. JB handed out some Vape Free stickers received from SA Government with one to be placed on the caravan and the others on Club lockers.

**Action: MC #2952**

### 5.2 Cultural Portfolio strategy

Discussed earlier.

## 6. GENERAL

### 6.1 DBSA Power boat Operator's Licence

#### 6.1.1 Boat Operators Licence – Julie Lister feedback

JL advised her feedback which was discussed along with other viewpoints put forward.

It was agreed to change the below requirement (#2) to note looking for an ongoing commitment but at a minimum looking at two regattas and one day of state championships in the first year. **Action: JH #2953**

### **DBSA POWER BOAT OPERATORS LICENCE.**

DBSA will fund the cost of a Power Boat Operators licence under the following conditions:

1. The applicant must successfully complete the SA Governments boating licence procedure documented on the website - [SA.GOV.AU](http://SA.GOV.AU) - [Apply for a boat licence \(www.sa.gov.au\)](http://www.sa.gov.au)
2. The successful applicant must commit to power boat driving at least at two (2) regattas and one (1) day of State Championships each year for at least four (4) years.
3. Part day (1/2 day) driving at regattas will be considered.

### 6.2 Here for the Game Community Program

Noted.

## 7. AusDBF

JH advised that feedback was being sought on the following five points for AusChamps going forward:

1. Bidding vs Rotation for AusChamps location – we are currently working on rotation where each state gets their turn to organise the event – Rotation currently is: DBQ, DBACT, DBSA, DBV, DBWA, DBNSW – next year is the end of the cycle. Bidding would mean that a member would have to bid for the event and could then perhaps garner more sponsorship (IDBF work on the bidding system for their championships)
2. Length of Championships – remain with current 5 days or move to 6 days to allow for a separate day for 2km racing.
3. Order of days and distances – stay the same or change.
4. In State v State racing – Pursuit or 1km or 2 km turn races
5. Standard/small boats – should emphasis be on standard boats?

Agreed preference was for status quo to remain for each of the above points raised.

**Action: JH #2954**

## 8. CLOSING

### 8.1 Any Other Business

- MA advised ASA were prepared to donate a BBQ to be kept in the Boatshed with users to provide their own gas bottle and asked whether this would be agreeable. Agreed to advise measurements first to see if it would fit in readily. **Action: MA / CW #2955**
- JB advised she would be attending a training session at Rowing SA on Monday evening on the FinishLynx system at 6:30pm.
- TG queried what was required of the Board at the upcoming State Championships to ensure all is running smoothly. Response was that Board to work together to ensure everything is done.
- Agreed to change the time on Friday 22 March from 3pm to 5:30pm for the relocation of the boats and equipment from Aquatic to A.M. Ramsay course to allow for more assistance from Clubs. **Action: MC #2956**

### 8.2 Next meetings

Next meeting date is now set for 6pm on Tuesday 9 April 2024 at 6pm at the Aquatic meeting room and online.

Meeting closed at 8:15pm.