



DRAGON BOAT SA INC. BOARD MEETING (v2)

Wednesday 9 April 2025 @ 6:00 pm
At Aquatic meeting room

FORMALITIES

- **OPEN MEETING – 6:00pm**

Meeting chaired by JL.

- **PRESENT**

Jennifer Bould (JB)	Life Member
Tracey Gardiner (TG)	Powerblades
John Holland (JH)	Life member / ACDC
Mary-Ann Holt (MA)	ASA
Julie Lister (JL)	Powerblades
Teresa Riccio-Goodwin (TRG)	Appointed Board member
Chris Wood (CW)	Life Member / ACDC
Rodney Purbrick (RP)	Powerblades (Invited)
Marie Cunningham (MC)	Minute taker

- **DECLARATIONS OF CONFLICTS OF INTEREST**

JL opened the meeting.

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

1 ADMINISTRATION

1.1 Acceptance of 'Information Only' Papers

Accepted.

1.2 Previous meeting Minutes

The Minutes of the Meeting held 13 March 2025 were accepted as true and accurate record.

Action: MC #3200

1.3 Action List

Reviewed.

1.4 Clearances

1.4.1 #1 – Malcolm Wallace – SADA to Waiwita

Approved out-of-session for 2025/26 season.

1.4.2 ACDC request re Steve White – Dual Membership

This request declined out-of-session was revisited at the request of Chris Wood for further discussion on dual membership. The change of clubs within RevSport to allow SW to race at nationals then revert back was declined. The ability to change a paddler for the purposes of ad hoc participation would eliminate the need for future exemptions for Nationals and CCWC.

Agreed to seek clarification from AusDBF on this membership category and how Primary and Secondary membership works in other States and can be swapped around readily for a participant, by a Club, from one Club to another. **Action: JH #3201**

Agreed that a policy on "Dual Membership" would be drafted. **Action: CW #3202**

2 PORTFOLIOS

2.1 Equipment & Maintenance

2.1.1 Maintenance Report

RP provide an update as follows:

- Repaired one trolley and inspected the boat trailers for repairs needed to keep them in working order. Will purchase new jockey wheels and fit them during the off season. Also, will go over the safety boat for some repairs needed.
- During the off season will check all seats in boats for replacement and repair screw holes as needed and arrange a working bee.
- Suggested look to increase storage by placing some racking similar to the shelving already used, above the club lockers. This will make for better/safer storage of bulky items.
- Spoke to JH about possibly trying fake grass strips on the sand for boats to launch and land on, instead of rubber mats, as used in other states.
MA expressed some opposition to the grass strips as they are damaging to the environment given that they break up readily into smaller particles and thought that they were banned by the Councils.
JH suggested that pallets could be used with carpet lining as was done previously when the new boats were bought. They could then be kept inside the boats in the boatshed.
- Noted inspected the boat trailers earlier this year and they were in decent condition with one needing some slight repairs however if getting a new trailer is no need.
JH suggested that rust treatment be applied. RP said this could be done as part of the working bee.

2.1.2 Theft of Phoenix trailer

JL advised that the insurer had finally agreed to pay this claim.

2.2 High Performance & Development

The Portfolio Report was reviewed.

The nominations for age group Captains for endorsement were considered noting that there were no nominations for the Premier Open, Premier Women and U18 Open categories. The rest were approved and the following Board appointments made:

- Premier Open: George Parousis
- Premier Women: Rob Henderson
- U18 Open: Rob Henderson

Advice to be given to all the Captains and State Coaches of these appointments. **Action: JL #3202**

With respect to the State Team Paddle proposal from Merlin it was agreed to proceed with the arrangement and for the AusDBF SA state logo to be used as a decal on the paddle. Any state team paddler wishing to purchase a paddle throughout the year would need to provide written Board confirmation to confirm their state team participation. **Action: JL #3203**

2.3 Participation, Marketing & Events

2.3.1 State Championships

Noted event went well on both days. Agreed to revisit allocation of volunteers and officials before next season.

2.3.1.1 Race Day Official's Report - Sat

Tabled as read and to be circulated to the RC along with Sunday's report.

Action: MC #3204

2.3.1.2 Race Day Official's Report - Sun

Tabled as read.

2.3.1.3 Council re coffee vans at Oarsman's Reserve

Noted advice from Council that they will no longer allow coffee vans at Oarsman Reserve due the café onsite.

Agreed to first follow up with the Café as to what their issues were as it was noted that they close early and also did not have the side café open for orders on either day of the State Championships. Once their position is known, agreed to follow up with the Council for this decision to be revisited as is not practical, especially during larger events such as AusChamps. **Action: JH #3205**

2.3.2 Regional Masters Games 6/4/25

JH advised that he would submit a full report once he had received the financial position from the Council. The Council had been encouraged to apply to host the event again next year. The council announced that \$15,000,000 has been allocated to renovate the wharf which is currently fenced off and restricts viewing.

JL advised that she had arrange for some participants to take photos of the event for Facebook as she was not attending.

2.3.3 Sat 21/6/25 – End-of-season dinner/trophy presentations

Noted that Clubs had been advised to keep this date free.

Agreed to send an email reminder to Clubs to return plaques. **Action: CW #3205**

2.3.4 End-of-season Volunteers & Officials event

Agreed to combine this event with the end-of-season dinner. A list of volunteers and officials to be allocated free tickets would be provided for review at the next meeting.

Action: MA #3206

2.3.5 CSC School Holiday program

MC advised of AusDBF requirement for specific information to be captured for reporting purposes to the AIS and that she had contacted the Council to arrange for some additional fields to be included in the online registration. Noted event is managed by ACDC and this should have been arranged with them.

2.3.6 Chinese Dragon Boat Festival – 30/5/25

Noted event is being managed by ACDC.

2.3.7 School excursion request – DARA school

Noted date yet to be provided for this event for around 8 students.

Upcoming events:

- 1May: Pulteney – 32 students
- 23May: Westminster – 39 students
- 29May: Adelaide Botanic High – 2 sessions (1x52 and 1x47) on the Torrens
- 30May: Adelaide Botanic High – 26 students

2.4 Policy, Procedures & Grants

2.4.1 Policy #032 – Confidentiality Agreement – Board | Committee

This Policy was reviewed and agreed that the best way to manage this would be to not make it a Policy but to include it in under the DBSA Ts&Cs in RevSport for registrations with a tick box for acknowledgement. **Action: MC #3207**

2.4.2 Policy #018 – State Team Selection Process

Ratified. **Action: MC #3208**

2.4.3 Policy #028 – State Championships – to Qualify

Ratified. **Action: MC #3209**

2.5 Race Day Volunteers & Race Day Officials

Nil tabled report.

Agreed to update the initial Portfolio Leads template document circulated to include just the one page. **Action: MC #3210**

2.6 Safety & Risk

2.6.1 Safe365 Report

RP noted that the there is no written consequence from AusDBF for anyone violating the Code of Conduct and it was suggested that he follow this up with AusDBF direct. **Action: RP #3211**

2.6.2 Spreadsheet

Noted.

2.7 Social media

Nil tabled report.

2.8 Website

Noted that there have only been a few photos received from Clubs for consideration for uploading to the website and that a “last chance” email would be sent for landscape photos by 30 April.

Action: Marie #3212

RP advised that there was an official photographer at the Regional Masters Games event who may have some good quality photos and he would forward contact details to MC. **Action: RP #3213**

2.8.1 Report

Tabled as read.

3. FINANCE

3.1 Financial reports

MOTION

That the financial reports as at 31 March 2025 be accepted.

Moved: TG and Seconded: MA

CARRIED.

4. AusDBF

Noted AusDBF AGM is scheduled for Saturday 29 November.

4.1 AusChamps 2027 formal acceptance

Noted copy of formal acceptance from AusDBF for this event to be held in Adelaide in 2027 was tabled for information.

Agreed to include AusChamps 2027 for planning purposes on next Agenda. **Action: MC #3214**

4.2 Skills and Resources Succession Planning

Agreed to seek clarification from AusDBF (Maggie Boyce) as to what they are actually seeking from members with respect to this correspondence. **Action: CW #3215**

5. GOVERNANCE

5.1 Sport SA – Governance Reform Project

Appreciation extended to JH for working through this initial process with Sport SA.

5.1.1 Commencement Letter

Noted for information.

5.1.2 Action Plan template

JH provided some background to the Principles he identified for DBSA in the Action Plan and the follow up activity from Sport SA that will be arranged. They are:

- Principle 3.1: Strategic Plan
- Principle 5.4: Director Induction
- Principle 9.1: Board Evaluation
- Principle 9.8: Succession Planning

Board members to make themselves available if possible, to attend Sport SA’s upcoming Governance Master Class on 13 and 22 May. Further details to be provided in due course.

Action: Board #3216

5.1.3 Participant Agreement

Noted for information.

6. GENERAL BUSINESS

6.1 ACDC letter dated 9/1/25

This correspondence was revisited as the full board was in attendance. At this time CW, JH, and RP were asked to leave the room whilst discussions were held.

CW, JH, and RP were then invited back to the meeting and advised that a formal written response would be sent to ACDC. **Action: JL #3217**

6.2 PF meeting 13/5/25

As this date now conflicts with the above Sport SA training it was agreed to reschedule to 6pm on Thursday 15 May. **Action: MC #3218**

6.3 Annual Report 2025/26 – report preparation

Noted due date for reports to be submitted is 30 June. **Action: Board #3219**

6.4 RC Planning meeting – season 2025/26

Agreed to draft the 2025/26 season race program for review at the next Board meeting.

Action: JB #3220

Date for RC meeting to be advised out-of-session for first week in June **Action: MC #3221**

7. ANY OTHER BUSINESS

- TG advised that she did not end up visiting the new SASI campus as DBSA is unable to use the facilities anyway as the sport is not an Olympic recognised sport.

- RP brought up the notion of changing the Premier category age up to 29 and introducing another one from 30-39 to encourage more Premiers to remain in the sport as they would not have to spend so long in the one age category. In response it was noted that our demographics are for older aged paddlers anyway and that the Premiers actually compete in more races on a race day than some of the other categories.

8. MEETING CLOSE

8.1 Next meeting/s

Thursday 8 May at 6pm at Aquatic and via Zoom.

8.2 Meeting close

Meeting closed at 9:11 pm.

