



DRAGON BOAT SA INC. BOARD MEETING (v1)

Thursday 8 May 2025 @ 6:00 pm
At Aquatic meeting room | Online

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

- **APOLOGIES**

Nil.

- **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 9 April 2025 were accepted as true and accurate record.

Action: MC #3221

1.3 Action List

Reviewed. Of note:

- #3211. Withdrawn as noted there is a consequence for anyone violating the Code of Conduct in the Constitution (6.2.1).
- #3196. Withdrawn as Beth Dunchue will be thanked in person on the night of the end-of-season dinner for volunteering for over 20+ years.

1.4 Clearances

1.4.1 #2 – Larry Tombes – Powerblades to Subsonix

Approved for 2025/26 season. **Action: MC #3222**

2 PORTFOLIOS

2.1 Equipment & Maintenance

2.1.1 Maintenance Report

RP noted has been away a fair bit and will be away until mid May so not sure what he can do in the time being. There are no urgent maintenance requirements.

2.2 High Performance & Development

The Portfolio Report was tabled as read.

JL advised that the various State Coaches reports would be grouped together for discussion. Agreed that JH would facilitate a meeting of the coaches to review the reports and plan a path forward for 2026 and development of Premier age group squad for 2027 upcoming events. Suggested dates of 17 or 24 May.
Action: JH #3223 | MC #3224

JH recommended that the Policy #018 – State Team Selection Process requires amendment and noted that it does not include much guidance to the coach or paddlers and could be reviewed at that meeting.

2.2.1 Premier Female Captain appointment – Jacky Smith ACDC

Noted formerly ratified out-of-session.

2.2.2 Email concerning conduct by Paddler/Parents at AusChamps

At this point of the meeting JL departed due to a conflict of interest.

The email from George Parousis was discussed.

Agreed that a written warning would be sent to Manuela Voss informing her that her behaviour during the incident was unacceptable and she is to write a written apology to George Parousis. A copy of the Code of Conduct is to be attached, and reference made to the DBSA Constitution clause 6.1(a) - Suspension and Expulsion. **Action: Chris #3225**

JL was invited to return to the meeting and advised of the above action.

Agreed to include on the PF agenda a reminder for Clubs to advise their paddlers to be aware of the Code of Conduct. **Action: Marie #3226**

2.2.3 BSD email re Juniors at Nationals

Noted will be discussed at an upcoming State Coaches debrief meeting.

2.2.4 State Team Co-Coach Reports - Premier, U24 & Juniors

Noted will be discussed at an upcoming State Coaches Champs debrief meeting.

2.2.5 State Team Co-Coach Reports – Addendum – Jacky Smith

Noted will be discussed at an upcoming State Coaches debrief meeting.

2.2.6 State Team Coach Report – Senior C Coach Report

Noted will be discussed at an upcoming State Coaches debrief meeting.

2.2.7 Premier State team feedback | testimonials

Noted will be discussed at an upcoming State Coaches debrief meeting.

2.3 Participation, Marketing & Events

CW reported on the following events:

- Westminster: Come & Try on 23 May has a reasonable number of participants and is manageable.
- Adelaide Botanic High: 29&30 May will have 2 Come & Trys on one day and one in the morning on the following day so assistance will be required for total 125 participants. Agreed to place on PF Agenda.

Action: MC #3227

- Proposed school regatta with 12 schools being prepared.

MA advised that Pulteney Grammar event held on 1/5/25 went well with teachers also participating. CW advised that positive correspondence was received from the school along with some photos with approval being sought from their parents before uploading to the website.

2.3.1 Chinese Dragon Boat Festival – 30/5/25

JH advised that a training session is booked for this event and a meeting scheduled with the organiser to see if the event will proceed.

2.3.2 Sat 21/6/25: End of season dinner / trophy presentations & Volunteers and Officials recognition

MA advised that the end-of-year dinner has been booked again at the Royal Adelaide Golf Club on Saturday 21 June with two options requested for vegetarian meals.

MA noted that the recognition of Officials for the season was held at the State Championships.

2.4 Policy, Procedures & Grants

Report tabled as read.

JH advised that he had upgraded Policy #05 – Condition of Entry to Races (Eligibility, Fixtures & Team Composition) and had forwarded it to the Secretary for circulation. Discussion held on ratio for composite teams and potential for 20s racing. Agreed to trial for 20s racing (10/10 from two clubs) and for B-Grade (5/5 from two clubs) with racing to be in the outside lanes and for crews to be eligible for prizes. **Action: JH #3228**

MC advised that there were six policies due for review in June and would forward these to the Portfolio leads to action. **Action: MC #3229**

2.5 Race Day Volunteers & Race Day Officials

Nil report tabled.

MA advised that lunch catering on race days will revert solely to Barb Waters (Mobile Coffee Bean).

2.5.1 List for gratis tickets for end-of-season dinner

Agreed to allocate tickets to those volunteers who participated in 4+ events. The list of 14 volunteers was read out and agreed upon.

2.6 Safety & Risk

2.6.1 Safe365 Report

Question asked if an incident occurs to a Club paddler whilst at a Bunnings BBQ for their Club if it should be reported in Safe365 or was a Bunnings insurance issue. Noted it was the latter. A report had been entered into Safe365 relating to a Bunnings BBQ.

2.6.2 Spreadsheet

Tabled as read.

2.7 Social media

Nil report.

2.8 Website

2.8.1 Report

Tabled as read.

3. FINANCE

3.1 Financial reports

MOTION

That the financial reports as at 30 April 2025 be accepted.

Moved: TG and Seconded: MA

CARRIED.

Noted there are several outstanding aged debtors. TG advised that there seemed to be an issue in MYOB where invoices are not being received as invoices via RevSport are all being paid promptly. As a result invoices will be taken out of MYOB and placed in RevSport and re-issue.

TG advised that Lee Green Strategic Accountants had agreed to undertake the audit again this year.

4. AusChamps 2027

JL advised that AusDBF were seeking confirmation of dates for this event to be held in April 2027.

Dates were considered and agreed to set them from 9-15 April as follows:

- Fri 09: Training
- Sat 10: Juniors/Premiers
- Sun 11 Juniors/Premiers
- Mon 12: States
- Tue 13: Seniors
- Wed 14: Seniors
- Thu 15: Seniors

Course dates to be booked with Rowing SA and confirmed with JH. **Action: MC #3230**

It was agreed to follow the same order as the 2025 Championships with Premiers/Juniors to be the first categories.

JH advised that it was disappointing that AusDBF announced the locations for the next three years of AusChamps as this meant that funding could not be received from Events SA.

5. AusDBF

Nil discussion.

6. GOVERNANCE

6.1 Sport SA – Governance Reform Project

6.1 Masters Class 13&22 May 2025

Noted the following would attend this training: JH, CW, MA, JB and MC.

6.2 ORS&R: 40% Women in Governing Board Composition

Noted this would need to be reported as part of the 30 June remittance of the ORS&R grant funding received.

Noted one of the earlier constitutions had the following requirement and this could be revisited when the Constitution is next reviewed.

- c) At all times the composition of the Committee shall be a minimum of three (3) Females and three (3) Males.

7. GENERAL BUSINESS

7.1 Meeting dates: Jul 14th or 29th

Noted TG and JL would be away overseas competing with the Auroras team for part of Jul/Aug so Board meetings were reset as follows:

- Thu 19-Jun: now Mon 16-Jun
- July – no meetings
- Mon 11-Aug: new prior to AGM

Action: MC #3231

Noted at this part of the meeting that RP departed.

7.2 PF meeting 13/5/25

MA advised that ASA would be an apology.

7.3 Annual Report 2025/26 – reports due 30 June

Noted due date and request for photos to be provided separately to the reports.

7.4 Dual membership

The following agenda items were carried forward for discussion.

2.2.1 Steve White – participation at AusChamps for ACDC

2.2.2 ACDC response re Steve White

JL thanked ACDC for the prompt response to the DBSA correspondence to them after AusChamps seeking clarification as to why Steve White participated in their team despite previous Board advice that he was not eligible. JL advised that she had undertaken an investigation into how Steve White could have been entered on to ACDC's team sheet in the system.

There had been issues with RevSport in the lead up to the regatta module been available for crew entries and it is unclear whether these issues have contributed to the outcome. Depending on access privileges some Officials were able to see paddlers from other DBSA Clubs and this allowed entry onto crew lists. JL had an access level that allowed the selection of other DBSA paddlers as when entering crews an error was made and the incorrect entry reverted.

JH advised that Steve White as a Dual Member paddler had appeared on the ACDC list and therefore thought he was eligible to be entered onto their team list. This is why he had tried to speak with Melanie beforehand to clarify as this never used to be the case, however was unsuccessful in doing so.

CW noted that ACDC had made no attempt to hide Steve White's paddling in their team and neither had Steve White as they no longer thought it was an issue.

JH confirmed that RevSport had huge issues leading up to the event and team lists could only be entered two days beforehand.

CW advised that she is working on the policy for Dual Memberships.

7. ANY OTHER BUSINESS

- MC advised that Rowing SA had advised that the State Championships can be held on the weekend of 28&29 March 2026.
- The draft Race Program for season 2025/26 was reviewed and changes made. It was noted that the proposed February 2026 regatta was to the weekend 40 years ago from the first regatta in SA.

A proposal to race under 40 and over 40 age groups as it's the 40th anniversary was discussed. Agreed to forward to RC committee for discussion at the Planning Meeting on Tuesday 2 June.

Action: MC #3232

8. MEETING CLOSE

8.1 Next meeting/s

Monday 16 June at Aquatic and via Zoom.

8.2 Meeting close

Meeting closed at 8:38pm.