



## DRAGON BOAT SA INC. BOARD MEETING

### MINUTES

Wednesday 12 November 2025 @ 6:00 pm  
At Aquatic meeting room | Online

#### FORMALITIES

- **OPEN MEETING – 6:00pm**

Meeting opened by PB.

- **PRESENT**

Jennifer Bould (JB)	Life Member
Peter Button (PB)	President   Powerblades
Tracey Gardiner (TG)	Treasurer   Powerblades
John Holland (JH)	Vice President   Life Member / ACDC
Mary-Ann Holt (MA)	ASA
Teresa Riccio-Goodwin (TRG)	Appointed Board member
Chris Wood (CW)	Secretary   Vice-President   Life Member   ACDC
Marie Cunningham (MC)	Minute taker

- **NOT PRESENT**

Rodney Purbrick (RP)	Powerblades
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Appreciation was extended to TRG for her term on the Board as this was her last as her term expires in December and she will not be here for that meeting.

- **DECLARATIONS OF CONFLICTS OF INTEREST**

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 23 October 2025 were accepted as true and accurate record.

**Action: MC #3346**

##### 1.3 Action List

Reviewed. Of note:

- #3330. Noted Starter's tent was not broken and was more of a matter of not knowing how to erect it, instructions have now been included.
- #3332. Noted waiting for HP committee to be appointed before circulating an EOI for State Coaches. PB advised he would be sending this confirmation shortly.
- #3335. Approval given to purchase trophies for Corporate Challenge.
- #3340. Noted no need to send out EOIs for the AusChamps 2027 Organising Committee as AusDBF will now undertake most of the organisation with the agreed split to now be 50/50 instead of 60/40. They are asking for the first meeting to be in September 2026. Suggested DBSA preliminary meeting be held after AusChamps. **Action: MC #3347**
- #3342. JH read to the response provided by the legal student who until he finishes his degree, was no longer willing to take on a Board appointed role.
- #3343. Noted JH will not visit Sport Scene instead of Merino for merchandise as they are local.
- #3275. Noted contacted the Burra Yacht Club organiser to advise not in a position to do the event this year, however would like to be invited again next year.

Agreed to include on website the registration fees (AusDBF/DBSA). **Action: MC #3348**

#### 1.4 Clearances

Nil.

## 2. PORTFOLIOS

### 2.1 Equipment & Maintenance

JH advised that he had repaired the broken tail and the heads that were cracked.

### 2.2 High Performance & Development

Noted EOIs for Coaches and then for athletes will be sent once the letter of appointment has been sent to the incoming HP Committee.

### 2.2 Participation, Marketing & Events

#### 2.3.1 Race day #3 – Mannum

Positive feedback received on the venue, location, event and organisation.

Noted subject to Council approval that the Regional Masters Games will be held there on Saturday 11 April 2026.

#### 2.3.2 Race Day Official's Report

Tabled as read.

#### 2.3.3 Peter Bristow Sat 22/11/25

Details for this event discussed. Noted Pat Doogue is now Chief Official, Starter and Judge.

#### 2.3.4 Corporate challenge 7/12/25

Noted no team entries have been received to date.

#### 2.3.5 Adelaide Botanic High School – Come & Trys – Thu 20/11/25 & Fri 5/12/25

Noted details re the events have been circulated to Clubs seeking volunteers. CW is liaising with the school and will upload participants details into RevSport for statistical reporting purposes.

### 2.3 Policy, Procedures & Grants

#### 2.4.1 #005 – Conditions of Entry to Races

Amended.

#### 2.4.2 #023 – AusDBF Privacy

Adopted.

#### 2.4.3 #036 – AusDBF National Member Protection

Adopted.

#### 2.4.4 #037 – AusDBF National Code of Conduct

Adopted.

#### 2.4.5 #042 – Medical

Adopted. Agreed to date the Health Check policy and include a version number.

**Action: MC #3349**

### 2.4 Race Day Volunteers & Race Day Officials

Nil report.

### 2.5 Safety & Risk Report

#### 2.6.1 Report

Tabled as read.

#### 2.6.2 Safe365 spreadsheet

Tabled as read. Clarification to be sought from Julie Lister on the summary figures at the bottom of the spreadsheet. **Action: PB #3350**

## 2.6 Social Media Report

Noted Marketing position is still required. Agreed to follow up Sport SA (Ali) for recommendations.

**Action: JH #3351**

## 2.7 Website report

Tabled as read.

Noted the AusDBF Education Plan is now on the website:

<https://www.dragonboatsa.com/news-racing-events/latest-news/ausdbf-education-plan-2025/>

Agreed to upload photos of Board members to website. **Action: MC #3352**

## 3. FINANCE

### 3.1 Financial reports

The financial reports as at 31 October 2025 were accepted.

Agreed once the funds have been transferred to the new Westpac Bank account to transfer a further \$150,000 to a term deposit account. **Action: TG #3353**

Agreed to circulate the budget for 2025/26. **Action: TG #3354**

## 4. AusChamps 2027

Discussed earlier in meeting.

## 5. AusDBF

### 5.1 SIA – Child Safety Risk Assessment & Management

JH advised of the requirement for Sweeps and Drummers to undertake these courses to retain their accreditation. Details to be circulated to Clubs. **Action: JH #3355**

### 5.2 AusDBF National Participation Plan (NPP)

Tabled as read. Feedback to be provided to PB for a DBSA response. **Action: CW, MA #3356**

Tabled as read.

### 5.3 Opportunity – Beyond 10,000 – participation funding

#### 5.3.1 Proposal 1

Noted proposal submitted for \$5,000 funding towards general participation and an increase in membership

#### 5.3.2 Proposal 2 – School Participation

Noted proposal submitted with only two states to be offered this program on a shared funding basis.

## 6. GOVERNANCE

### 6.1 ORS&R SGS Survey Completion – Governance Plan – User Guide

Agreed to follow up engaging Anita Schneider to work through the updating of the Strategic Plan for the next period. **Action: JH #3357**

## 7. GENERAL BUSINESS

### 7.1 Medal Quote

Noted a stock take was held and there are 1,000 state championship medals and for good financial governance this amount would need to be depleted before looking at new designs.

JH offered to coordinate the medal inserts for the upcoming State Championships. **Action: JH #3358**

PB to send an email to Julie Lister advising her of the situation and thanking her for providing quotes for replacement medals which would not be sourced currently. **PB #3359**

## 8. ANY OTHER BUSINESS

- Agreed to circulate the RevSport invitation to attend the Play Well Data Charter training session on Tuesday 18 November at 9:30am, as part of the requirements for sporting organisations to collect previously uncollected participant information. **Action: MC #3360**
- TG advised of receipt of an email from the ParaDragons coach reaching out to all states advising that they are keen for states to enter a team in AusChamps 2026.

- Agreed to investigate opportunities for holding an official race day on the Port River again now that the Dock One pedestrian bridge is now in place. **Action: CW #3361**
- Follow up to be had with Paddle SA on installing a DBSA sign on the front of the shed similar to what was there previously. **Action: CW #3362**
- Suggested when planning the 2026/27 race program that consideration be given to not having an event on the same day as the Darling Harbour event in Sydney to allow Clubs to participate.
- Follow up to be had with Paddle SA on the concern raised previously by Jack Salagaras (Subsonix) about the lack of privacy in the female changeroom with respect to the privacy screen not been fit for purpose. **Action: CW #3363**
- Approval was given to ACDC to borrow any DBSA equipment (i.e. PA) required for their event on the River Torrens on Sunday.
- Noted a Sponsorship policy was needed and should cover that alcohol or gambling apps sponsorship would not be sanctioned. **Action: JB #3364**

## 9. MEETING CLOSE

### 9.1 AGM 2026 date

Set for Wednesday 9 September 2026. **Action: MC #3365**

### 9.2 Next meetings

Agreed to reschedule Board meetings

- Tuesday 2 December to Monday 8 December, preferably at Aquatic if available.
- Tuesday 18 August to Thursday 13 August 2026.

**Action: MC #3366**

### 9.3 Meeting close

Meeting closed at 7:36 pm.

