



## DRAGON BOAT SA INC. BOARD MEETING

### MINUTES

Thursday 19 February 2026 @ 6:00 pm  
Aquatic Reserve | Online

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#### FORMALITIES

##### ▪ OPEN MEETING

Meeting opened by PB at 6:00 pm.

##### ▪ PRESENT – ZOOM

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
Rodney Purbrick (RP)	PowerBlades
Chris Wood (CW)	Secretary   Vice-President   Life Member   ACDC
Marie Cunningham (MC)	Minute taker

##### ▪ APOLOGIES

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##### ▪ DECLARATIONS OF CONFLICTS OF INTEREST

Standard acknowledgement was given to declare any conflicts of interest in relation to 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 on 13 January 2026 were updated to correct a few errors and reflect recent changes, and were accepted as a true and accurate record. **Action: MC #3422**

##### 1.3 Action List

Reviewed. Of note:

- #3418. Noted the Rutherglen Lake Rowing Club will purchase the 10s boat stored at Dock 2 for \$900 and will be provided with some old paddles.
- #3394. Noted Julie Lister will hand over the fobs to PB to maintain with more being ordered as needed.
- #3351. Noted there was no feedback to the Marketing Position PD which will now be forwarded to Sport SA for a recommendation.
- #3353. Noted \$2,000 has been transferred to date to the new Westpac bank account.
- #3357. Noted Aquatic Reserve has been booked for Strategic Planning session with Clubs on Sat 3/5/26. Anita Schneider is keen to meet with some of the Board prior with an online meeting to be arranged. Clubs to be invited.
- #3272. Noted RP will bring the trolleys being purchased in Qld back to Adelaide as he will be on holiday in that location. Agreed to pay him \$200 for this trip.
- #3255. MA advised that she had found some good sources for use in updating the Volunteers' Induction Manual and will use AI to produce the draft version for review.
- #3122. Noted pull-up banners are \$100 each at Officeworks with design being finalised.

## 1.4 Clearances

Noted embargo period is in place.

## 2. PORTFOLIOS

### 2.1 Equipment & Maintenance

RP extended appreciation to JH for assisting with this portfolio while RP was out of town. He is chasing up a quote for a full set of lifting bars for the boats.

#### 2.1.1 New Boat trailers – quote

Agreed to accept the quote from Ozi Alloy Trailers, but before placing the order, check with the company to ensure the trailers meet South Australian road legislative requirements.

**Action: RP/PB #3423**

### 2.2 High Performance & Development

Tabled as read. Of note:

- AusDBF has not yet approved Mildura as a border town, so any requests for AusChamps exemptions for Mildura paddlers need to be submitted on the padder exemption form.  
**Action: PB #3424**
- AusDBF to be advised that DBSA seeks for Mildura Dragon Boat Club to be assigned border town status. **Action: JH #3425**
- HP Committee will review the email put forward by Julie Lister around the state team and seek Board approval afterwards out of session as needed.
- Noted there are two vacant positions on the committee with Sharon Etherington and Tasha Young both standing down. Agreed as there are now vacant positions they could target individuals to fill these positions. Noted need to update the Charter to reflect this.  
**Action: John #3426**
- New design is being sought for the state paddles as the first examples were not suitable.

#### 2.2.1 AusDBF Rules of Racing – border towns

Noted.

#### 2.2.2 State Champs Exemption – Paddlers Club representation with PowerBlades

- Mildura: Geoff Giradi and Kathy Judd – approved
- Victor Dragons: Maxine Timbs – approved.

#### 2.2.3 Nationals Exemption – Paddlers Club representation with PowerBlades

- Mildura: Geoff Giradi and Kathy Judd – noted above that needs to be resubmitted on the correct form.

### 2.3 Participation, Marketing & Events

CW provided an update. Of note:

- 18/2/26 – Invictus session with 35 Invictus members at 7:30 am went well.
- 18/4/26 – Babcock International session for 30 participants at 10:30 am - \$30 p/p.
- 29/4/26 – Pulteney Grammar session from 11:30 am – 1:00 pm – 24 students plus x2 teachers - \$15 p/p.

TG advised that Invictus have a budget of \$300 for the event held 18/02/26 and is willing to contribute \$100 per club that volunteered. Agreed CW to liaise with Clubs if they want this reimbursement.

**Action: CW #3427**

#### 2.3.1 1/2/26 – Race Day #6 – feedback

Positive feedback received.

JH advised that once he locates the Australia Day Cup that it will need to be awarded to the winning team from this race day with the correct race category to be determined.

**Action: JH #3428**

#### 2.3.2 7/2/26 – Peter Bristow Long Course – feedback

Positive feedback received.

#### 2.3.3 15/2/26 – Fun race day – planning

Positive feedback received.

RP raised an issue with one club at the end of the day regarding returning a boat to the shed, which was concerning. Noted the importance of collaboration by all, and this would be raised at the PF meeting. **Action: PB #3429**

#### **2.3.4 AusDBF Level 1 Coaching Course – Sat 16 & Sun 17/1/26 – feedback**

Noted that a report was circulated by JH after the event. Respective Clubs will be invoiced.

#### **2.3.5 State Championships**

Noted that the medals have arrived and will be placed in the lockers at Aquatic. Categories will be checked.

JH will contact Brett (Rowing SA) re the pontoon moves.

Follow up to be had with the Council with respect to the change of venue to Aquatic and there being no bins delivered to ensure that there is no invoice for this. **Action: CW #3430**

#### **2.3.6 CCBDC – Requestion for Regional Exemption – Eligibility to Borrow Sweep and/or Drummer for general racing and State Championships**

The request was supported with an acknowledgement that they should have Sweeps qualified next season and that there was no need for a Drummer to be qualified. **Action: CW #3431**

#### **2.3.7 ASA submission for Approval of an External Female Sweep – Women’s B Grade, States 2026**

Supported on the same proviso as above. **Action: TG #3432**

### **2.4 Policy, Procedures & Grants**

Report tabled as read.

#### **2.4.1 #038 – Annual Skills – Capsize and Swim Testing**

Amendments adopted. **Action: MC #3433**

#### **2.4.2 #043 – AusDBF Anti-Doping Policy**

Amendments adopted. **Action: MC #3433**

#### **2.4.3 Club Manual for New and Existing Clubs**

Agreed to circulate JH’s version for feedback by 27 February 2026; otherwise, it will be uploaded. **Action: MC #3434**

#### **2.4.4 Grant SSRDP182 submission**

Noted that it has been submitted.

### **2.5 Race Day Volunteers & Race Day Officials**

Nil report.

#### **2.5.1 7/2/26 – Peter Bristow Long Course – Race Day Official’s Report**

Tabled as read.

#### **2.6.2 15/2/26 – Race Day – Race Day Official’s Report**

Tabled as read.

### **2.6 Safety & Risk Report**

#### **2.6.1 Report**

Tabled as read.

#### **2.6.2 Safe365 spreadsheet**

Incidents were reviewed.

PB advised that at the AusDBF quarterly Presidents’ meeting, it was raised that some Safe365 reports were not being submitted to the correct platform. There was uncertainty as to whether it should be via the App or online, so this would be clarified with AusDBF.

**Action: PB #3435**

Noted ongoing issue with swimmers under the bridge; however, Sweeps will need to be mindful of this.

Discussion on the management of buoys, whether they should be attached by cables instead, this was discounted. Noted, they should just be replaced as needed.

### **2.6.3 ERMS Group – Event Risk Management Briefing**

Noted there is a risk plan for regattas in place already, and that a request has been submitted to AusDBF to audit both Aquatic Reserve and AM Ramsay Course.

### **2.6.4 Safe 365 Report – damage to car on race day**

TG to follow up with V-Insurance on coverage for an incident to a car door on a race day.

**Action: TG #3436**

## **2.7 Social Media Report**

Nil.

## **2.8 Website report**

Tabled as read.

## **3. FINANCE**

### **3.1 Financial reports – 31/1/26**

The financial reports as at 31 January 2026 were accepted.

TG advised waiting for the MYOB bank feeds for the new Westpac Bank account to commence.

Noted that AusDBF will cover the cost for Xero software nationally, which will be actioned by TG with assistance from Pat Douge. **Action: TG #3437**

Noted that AusDBF also offers the services of a bookkeeper (Vanessa Pooley).

## **4. AusChamps 2027**

### **4.1 Adelaide**

Noted that the first DBSA planning meeting is scheduled for Tuesday 5 May.

Request was received from AusDF (Lachlan Margison) for an online meeting within the next 30 days and for an AusDBF site visit in May/June. This was discussed, and it was noted that it was unnecessary since most were already familiar with the course. Agreed to suggest holding it at the AusChamps instead. **Action: PB #3438**

## **5. AusDBF**

### **5.1 Notice to State Presidents: Australian University Dragon Boat Team**

Noted.

### **5.2 Churn Survey**

Noted.

### **5.3 Guidelines for States**

#### **5.3.1 DragonStart**

This new initiative for a 1-time only pass was noted.

#### **5.3.2 DragonPass**

Comment made that Clubs or the individuals do not receive an email confirmation that their pass has expired, and that they need to register online as a new member. Agreed to follow up the upcoming RUG meeting. **Action: MC #3439**

Follow up to be had with AusDBF as to how registrations will be managed for teams entering the World Police Fire Games next year. **Action: PB #3440**

### **5.4 Seeking EOI: AusDBF Nominations & Governance Committee**

JH advised that he is still on this committee and that it should be sent to Clubs for their members to nominate if interested. **Action: CW #3441**

### **5.4 Awards: Jon Taylor & AusDBF Hall of Fame**

Agreed to circulate to Clubs. **Action: CW #3442**

#### 5.4 State Flag Bearer

Agreed to contact Clubs seeking nominations. **Action: CW #3443**

### 6. GOVERNANCE

Nil discussion.

### 7. GENERAL BUSINESS

#### 7.1 CSC – Parking at Aquatic Reserve

Reminder to be given at the Presidents' Forum of the need to fill up the rest of the car park first before parking on the circular verge, and not to park in front of the fire hose. Note there are 90 car parks available at the Yitpi Yartapuultiku centre across the road. **Action: PB #3444**

#### 7.2 RevSport Stage 1: ASC Data Charter Enhancements Live

Noted the agenda attachment did not fully convert to a .pdf making it difficult to read. Agreed, however, to follow up on the status of what other states are doing with this requirement.

**Action: MC #3445**

#### 7.3 BWR – Email re second-hand carbon fibre paddles

Clarification to be sought from BWR as to how many paddles they are seeking, as there are some slightly damaged ones which can be given to them. **Action: MA #3446**

### 8. ANY OTHER BUSINESS

▪ PB provide an update from the quarterly AusDBF Presidents' Forum. Of note:

- Noted the AusDBF paddler levy will be incorporated into the insurance, meaning that the state fees will need to be reduced by the respective amount for each category (i.e., Full, U24).
- The Rules of Racing was a hot topic with respect to males being denoted as "other" and states asked to provide a position on this. PB noted the need to follow up with DBSA D&I representative as to what was discussed on this at the last meeting. **Action: PB #3447**
- Noted that the letter of support for the AusDBF Participation Plan needs to be signed. **Action: PB #3448**
- AusChamps discussed. Para Dragons will be a demo only this time.
- Deb Clarke delivered a presentation on coaching. Noted that 25% of coaches nationally are not re-accrediting and just over 5% wish to go up a level. As a result, they are redesigning the course to simplify it with many of the documents being online.
- Addressing the difficulty of finding the Rules of Racing on the website and that it will cost around \$50k to have the search function included.
- Discussion on whether AusChamps should be held in one location for 2-3 years, with the outcome being that it will stay rotational and a meeting to be held afterwards to discuss the format.
- The format for the 1000m race has been optimised.
- Discussion on insurance coverage for individuals using OC1s etc. noting it is a grey area.
- DBQ asked if the Australian flag could be included on the home page of RevSport, which would come at a cost of \$1,000.

### 9. MEETING CLOSE

The meeting closed at 7:45 pm.

Upcoming meetings:

▪		▪		▪	Wed 11-Mar	RC meeting		
▪	Tue 17-Mar	Board	▪	Tue 14-Apr	Board	▪	Tue 19-May	Board + PF
▪	Tue 16-Jun	Board	▪	Thu 13-Aug	Board	▪	Wed 9-Sep	AGM + PF
▪	Tue 20-Oct	Board	▪	Tue 17-Nov	Board + PF	▪	Tue 15-Dec	Board