

Dragon Boating WA Inc. Board Meeting – Minutes

Location: Department of Sport and Recreation, 246 Vincent Street, Leederville

Time / Date: **6.00 pm** **Monday, 9 January 2012**

INVITEES		MINUTES	
		In attendance	Apologies
<i>President</i>	Kristin Priest (KP)	X	
<i>Deputy President</i>	Rick Salisbury	X	
<i>Administration Director</i>	Barbara Clarkson	X	
<i>Finance Director</i>	Cherie Cobban	X	
<i>Communications Director</i>	Vacant	--	--
<i>Operations Director</i>	Vacant	--	--
<i>Coaching Director</i>	Mark Kusin (MK)	X	
<i>General Board Member</i>	Rex Tindal (RT)	X	
<i>General Board Member</i>	Paula Cottingham	X	
<i>General Board Member</i>	Graeme Smith (GS)	X	
Guests	--	--	--

Item No.	Topic	Raised by	Meeting minutes	Action by	Task	Due Date	Status
1.	Administration						
1.1.	Welcome	KP		-	-	-	-
1.2.	Attendance / apologies	KP	As above.	-	-	-	-
1.3.	Confirmation of Minutes from previous meeting	KP	Confirmed: Barbara Clarkson Seconded: Kristin Priest	-	-	-	
2.	Business Arising						
2.1.	Grand Prix Regatta (time allocated: 15 min)	KP	Issue: The 3 rd regatta of the season will be held Sunday 15 Jan. Proposal: Discuss any outstanding issues that need to be addressed for regatta.	All			All organised. Need to find a large container to flush motor. Rick and Rex to follow up. Cherie will provide one. If not suitable, not to

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			Desired outcome: Ensure all required logistics for the regatta have been adequately addressed.				purchase one
2.2.	Regatta – maintenance work	RS	Issues: Toggle starts are in very poor condition and need attention prior to next regatta. Need to acquire a suitable container for the purpose of flushing outboard motor.				Issues with inconsistent water depths between lanes due to excessive rainfall. The line up needs to be at the red toggle. Rick to check on Saturday.
2.3.	Hosting of food at State Titles	BC	Issue: An offer could be made to the State Team to take that on as a fundraiser. Proposal: DBWA to discuss concept. If a motion made and approved, then a deadline is necessary for a reply (Paula as team manager would be in charge of reply).	PC			Offer to State Team via Team Manager, Paula, to state team members. Deadline for response yes/no is 5 February 2012.
2.4.	Coaching position – Categories	KP	Update required: An EOI was to be issued and State team crew coaches assigned for the Nationals. Sue Roberts role as assistant coach also to be defined.				No response to EOI. Marco as head coach and Sue Roberts as assistant to manage training sessions.
2.5.	Coaching/Coordinating position – Regional	KP	Update required: An EOI was to be issued for a coach, or coordinator, to organise the regional team for the Nationals.				Co-ordinator is Neville McNeill. Merinda Fenn has nominated for head coach. Trish Williams at Albany is an assistant coach. Assistant coach from Mandurah to be appointed.
2.6.	State Team	KP	Update required: EOI was to be issued (second closing date 15/12/2011. State Head Coach (M Celenza) was to comment on State Team Communication strategy, provide an update on training etc. Marco was also asked by Serge Cucsa (AusDBF) to conduct the assessments for Aurora team in November.				Numbers finalised. All state team communication to state paddlers to go through DBWA. Those not on email to find an email buddy. Re Auroras, assessments were not done due to financial constraints and lack of premier open paddlers.
2.7.	State Team – selection	KP	Update required: Training dates were to be set in advance. No state training was to occur at regattas. Crews were to be selected on merit, not simply to make up numbers. An attendance register was required. Teams that can potentially make a final were to be entered. A possible training camp at				An email was circulated to paddlers with training times and included the selection criteria for state team. Too late to register for Bickley training camp as camp is booked out.

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			Bickley was to be considered.				
2.8.	State Team training	KP	<p>Issue: Letter from Dominique Mecoy, President of Perth Pirates. State Team training directly clashes with Perth Pirate training time, for all training sessions. Request to DBWA to review and address conflict.</p> <p>Proposal: DBWA to discuss.</p> <p>Motion: The current training plan is rejected in its current form. Revised plan to include training at other club venues, Maylands, Fremantle, Mandurah and Saturdays to be an option.</p> <p>Confirmed: Rex Tindal</p> <p>Seconded: Rick Salisbury</p> <p>Vote: Unanimous.</p> <p>New schedule to be out this week.</p>				<p>Kristin has written to Mark and Marco to review state training times.</p> <p>The current training plan needs to be reviewed as no consultation with clubs. Refer to survey. Training sessions to be used at Maylands, Mandurah, Fremantle and Champion Lakes. Logistics could be difficult at Champion Lakes. Paula to discuss with Marco.</p>
2.9.	State Team uniform	BC	<p>Issues: 1) Should DBWA charge paddlers for the \$50 fee or pay the fee and charge them for uniform? 2) Should the year be on the shirts?</p> <p>Other information: Usually \$6 a shirt to have year added to it.</p> <p>Motion: Charge paddlers for uniform and DBWA pay the paddling fee (subject to AusDBF approving state team logo).</p> <p>Confirmed: BC</p> <p>Seconded: KP</p> <p>Vote: Unanimous</p>				Paula is organising state uniforms. Liaise with Barbara re paddler registrations and uniform order once selection made.
2.10	State flag bearer	BC	<p>Issue: DBWA needs to assign State flag bearer. Decision made.</p> <p>Motion: Gordy Waycott nominated</p> <p>Vote: Unanimous</p>				Barbara to advise AusDBF. Kristin to announce at regatta on Sunday.
2.11	Medals	KP	<p>Update required: Medals needed to be counted to ensure there is sufficient stock for both 10s and 20s State Championships. Did insufficient stock remain and were more medals ordered?</p>				Medals ordered through Ray Woodcock.
2.12	Bayswater Community Fair	BC	<p>Decision required: Dominique Mecoy from Perth Pirates has queried who will present cheque for proceeds at the Bayswater Community Fair.</p>				Cheque to be posted with letter. Barb to follow up with Dom.

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2.13	Winter distance events	RT	Update required:				19 and 20 May event run by Denmark Club. Nornalup Bridge etc. Mid to end June Mandurah on Murray River. Avon descent, August. Classic paddle October. Advised Albany and Denmark will support. Memo to be circulated to clubs.
2.14	Bank signatories	KP	Update required: Have the signatory forms been lodged with the bank?	CC			Done
2.15	National branding	BC	Context: BC contacted AusDBF re national branding for State Team uniforms; they were in agreement to proceed. Copies of proposed logos have been circulated to Board members.	All	Note		
2.16	Regional team - Nationals	KP	Context: Wrote to AusDBF and sought exemption/permission to form a single WA Regional team for the purposes of the club vs club racing at the 2012 Nationals.	All	Note		AusDBF approved the WA Regional team for 2012. All the regional clubs will band together under one banner to participate at the Nationals. Clubs must wear a single uniform and racing will be in 10s races, not 20s. This deviation has been granted on the basis that the regional team is formed from developing clubs. The authorisation of this deviation for 2012 does not imply that AusDBF will grant the same request in future years.
2.17	Telethon Splash	KP	Update required: See notes in status column.		Note		Advised event organisers what DBWA could provide – this was found to be acceptable. More details still need to be worked out with organiser. Email to clubs advising of event. Barb to produce flyer.

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2.18	City of Perth Regatta Chinese New Year	KP	Context: A proposed regatta coinciding with Chinese New Year		Note		Regatta to be targeted for 2013 due lack to time for planning for 2012.
3.	Correspondence in						
3.1.	Perth Pirates	KP	Letter from Dominique Mecoy, President Perth Pirates, regarding conflict between time for State Team training and club training (8/1/12)				Discussed in 2.8.
3.2.	Letter from VenuesWest	BC	Letter from VenuesWest advising of change of ownership and current operations for Champion Lakes				To be circulated to board.
4.	New business						
4.1.	David Blackley Award	KP		BC/RT			Email sent to all clubs. Nominations close 1 March. Barbara to issue email.
4.2.	AusDBF John Taylor Award	BC	AusDBF sent a circular regarding nominations for John Taylor Award.				No further action this year.
4.3.	Purchase of laptop	CC	Laptop to be dedicated for financial information only. Motion: To purchase a second laptop for MYOB and other financial information. Confirmed: Rick Salisbury Seconded: Rex Tindal Vote: Unanimous	CC			Cherie to source a new laptop.

Meeting close:	8.15pm
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Next meeting	
Date: Monday, 6 February 2012	Time: 6.00 pm
Location: Dept of Sport and Recreation, 246 Vincent Street, Leederville	