

## Dragon Boating WA Inc. Board Meeting – Minutes

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

Time / Date: **6.00 pm**      **Monday, 7 May 2012**

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

Item No.	Topic	Raised by	Meeting minutes	Action by	Notes / Status update
1.	<b>Administration</b>				
1.1.	Welcome	KP		-	-
1.2.	Attendance / apologies	KP	As above.	-	-
1.3.	Confirmation of Minutes from previous meeting	KP	<b>Confirmed:</b> Rick Salisbury <b>Seconded:</b> Rex Tindal	-	
2.	<b>Business Arising</b>				
2.1.	Grand Prix Regattas/State Championships Bunbury and Champion Lakes	ALL	<b>Topic:</b> Format for 2012-2013 regatta season. Suggest members be contacted via survey. <b>Objective:</b> Feedback and any issues to be raised.	All	Confirmed dates are 11 November 2012, 02 December 2012 20 January 2013, 17 February 2013 24 March 2013 – 20's State Championships. Will confirm the date for the Tens later on but at this stage the long weekend 3 March 2013. Contacted C Lakes to discuss

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					use of start pontoon. Costs for facility is under review, the administrators will get back to DBWA on pricing. Toggles need repair again.
2.2.	Hosting of food at Grand Prix regattas 2012-2013	BC	<b>Issue:</b> Clubs to host Grand Prix regattas – suggest contact clubs that hosted for feedback.	All	Food permit application must be made to Armadale Council. Require policy or instruction for clubs hosting regattas specifying hair nets, gloves, etc for food handling and a standard requirement for the quality of raffles, i.e. minimum 5 decent prizes (not 'recycled' gifts and items that no one wants).
2.3.	Winter distance events	RT	<b>Update required:</b>	RT	Denmark marathon all organised for weekend of 19 May. Seven crews maximum for the race and so far, seven crews entered. Info bulletins have been circulated to all clubs. Mandurah marathon confirmed for Saturday, 30 June. Info bulletin will be provided shortly.
2.4.	Coaching position – Categories	KP	<b>Topic:</b> Role of coaches in State Team to be reviewed.	All	Other states to be canvassed as to how they run their state teams.
2.5.	State Team training	KP	<b>Topic:</b> State team training – administration and implementation. To be part of the overall review of State Team coaching structure.	All	<p>Administration and coaching of State Team requires revision. Requests were made by DBWA to have State training at various locations and times to accommodate team members, as per the findings of the 2011 survey, but the responsible party did not fulfil these requests. Deadlines were not all met. May need to consider coaches/coordinators for individual crews versus a State Head Coach – the tasks of the role appear to be too overwhelming for a single person to manage effectively.</p> <p>Ideas considered include:</p> <ul style="list-style-type: none"> <li>• Each boat/crew category has a leader (not necessarily a coach).</li> <li>• Request expressions of interest for State Team, followed by a selection process. Team must be selected; the objective is to form strong teams, not just fill boats. Need to define the standards to be met and the selection criteria.</li> <li>• Perhaps buy a Motion Master (CC to investigate prices).</li> <li>• Adherence to deadlines is a must.</li> <li>• Crews must be able to meet a set race time to ensure they are competitive with a National crew</li> </ul>

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					winning time (i.e. if a crew cannot achieve a time that would be competitive, they will not be approved to race at the Nationals).
2.6.	Future of the sport	KP	<p><b>Topic:</b> How does DBWA develop and grow the sport in WA?</p> <ol style="list-style-type: none"> <li>1. What issues do we need to consider?</li> <li>2. What are our priorities?</li> <li>3. How and when do we address the issues?</li> </ol>	All	Need to identify opportunities to increase membership while embracing the competitive nature of the sport. Need to support the growth of junior teams. Focus on improved fairness and consistency at regattas and especially championships. Continue to develop policies where required (e.g. safety requirements) and support the growth of established clubs while managing the implementation of new clubs in areas that are currently unserved by a club. Suggestion to contact public services, such as Beyond Blue, and multicultural groups as a means of attracting members.
2.7.	City of Perth Regatta Chinese New Year	KP	<b>Context:</b> A proposed regatta coinciding with Chinese New Year		Regatta to be targeted for 2013 due lack to time for planning for 2012.
2.8.	WADBA	KP	List of equipment to be provided at next meeting.	KP	To do
2.9.	Finance report	CC	<b>Topic:</b> Present Balance Sheet, Profit and Loss and Reconciliation Report.	CC	Not available due to lack of activity. Will be available for June board meeting.
2.10	2014 Aus Champs	BC	<b>Update:</b> Yet to be confirmed 2014 Perth	BC	BC to contact AusDBF re Nationals in Perth in 2014.
2.11	Annual General Meeting	BC	<b>Update:</b> Date to be decided as Paula and Barb both away in August.	BC	Thursday 9 August. Maylands to be the venue. Barb to check out booking.
2.12	DBWA Regulations	BC	Review incorporating new logo requirements as advised by AusDBF. Review safety requirements.	KP	To be completed prior to AGM.
2.13	Constitution	BC	Review to see if any changes required.	KP	No further work to be done.
2.14	Database	BC	Database for next season – CDBA database used at Australian Championships.	BC	Database is now up and running. Needs some fine tuning. CC is assisting Barb in ensuring all paddlers are entered in database. Will provide a demo to Board at next meeting.
3.	<b>Correspondence in</b>				
3.1	Letter from Cockburn Dragon Boat Club Committee	RS	Letter tabled advising that Oz Celenza has been suspended as a member from Cockburn for 3 years.	All	Noted. It was advised that because of the suspension that Oz is no longer a member of DBWA. He can reapply once his suspension has finished. See clause 33(2) of the DBWA Constitution. Furthermore, a suspended member is not allowed to fulfil any role in any club within the DBWA membership (clause 33(4)) while they are under suspension.

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4.	<b><i>New business</i></b>				
4.1.	Junior training camp with Australian Coach	RT	Visit from Australian Head Coach for training camp with juniors.	RT	Weekend of 26-27 has been confirmed. Venue is Fremantle Swan DBC at Swan Yacht. It was agreed that DBWA would pay catering and any other expenses incurred during the two day training camp.
4.2.					

Meeting close:	7:40 pm
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<b>Next meeting</b>	
Date: <b>Monday, 11 June 2012</b>	Time: 6.00 pm
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