

Dragon Boating WA Inc. Board Meeting – Agenda – version 2

(Revised to include Paula Cottingham in attendance)

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

Time / Date: **6.00 pm** **Monday, 5 December 2011**

INVITEES		MINUTES	
		In attendance	Apologies
<i>President</i>	Kristin Priest (KP)	X	
<i>Deputy President</i>	Rick Salisbury (RS)	X	
<i>Administration Director</i>	Barbara Clarkson (BC)	X	
<i>Finance Director</i>	Cherie Cobban (CC)	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)		Yes
<i>General Board Member</i>	Graeme Smith (GS)	X	
<i>General Board Member</i>	Paula Cottingham (PC)	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: Rick Salisbury Seconded: Barbara Clarkson	-	-	-	
2.	Business Arising						
2.1.	Vacant Board positions	KP	Communications Director position remains vacant. Rex Tindal will make decisions which are assigned to Operation Director role (e.g. decisions made by that position at regattas).	All	Noted		

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2.2.	Winter distance events	RT	<p>Context: Propose development and inclusion of a distance event series during autumn / winter for DBWA Clubs (similar to Athletics, which have the main track and field during summer season and then have cross country events during off season). Currently have the Bridge to Bridge as a distance event. Potentially introduce the Avon Decent (2nd day of event – see below) and possibly 2 other events as distance events to be run during autumn / winter. (e.g. the other events could be held in Denmark or Bunbury or Mandurah or some other venue, such as Ravenswood hotel to Mandurah or Denmark)</p> <p>This concept is designed to try and stop clubs losing members during off season. It would then make Dragon Boating a 12 month sport. Most clubs still train during off season. It would provide additional opportunities for clubs intending to tour overseas.</p> <p><u>Information re: Avon Descent :</u> On the Sunday of Avon descent they have a junior canoe paddle that starts at Middle swan reserve and finishes at Bayswater with all others (approx 13/14 km). Avon Descent Board was contacted re: feasibility of DBWA participating on the Sunday with boats starting at Middle Swan and finishing at Bayswater, noting that, if feasible, DBWA could provide a rescue boat and provide a starter at Middle Swan.</p> <p>Kevin Harrison, Chairman of Avon Decent Board, has confirmed the Board has approved the concept. He suggested that both sides of the river from Middle Swan down to finish line have spectators from early morning and Dragons Boats would provide additional viewing and it would also provide exposure for Dragon Boats.</p> <p>Motion: That DBWA introduce a distance event series for DBWA clubs to participate in during the autumn / winter season with Classic Paddle (Bridge to Bridge) and 2nd Day of Avon Descent be the first</p>	RT			Board agreed for Rex to pursue the Avon descent event. More details required for Denmark event.

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			<p>two events to be included in the series and another two venues to be included (eg Denmark or Bunbury or Ravenswood to Mandurah), with Rex Tindal to coordinate the logistics with the series starting next autumn.</p> <p>Vote: Agreed.</p>				
2.3.	Telethon Splash (time allocated: 20 min)	KP	<p>Background: Channel 7 Telethon event will be held in March 2012. DBWA has been invited to put on a dragon boat display. Event organiser has requested DBWA to provide information about what we are able to do, and the logistics to do the display (e.g. how much time required for the display, but not the logistics of taking boats to the event and the paddlers required as this is not a concern to the event organisers).</p> <p>Desired outcome: For DBWA to discuss and determine the kind of display that could be provided and the basic logistics of the display.</p>	KP			Board agreed to 3 boats, max 2 hours in morning, 200 m, match racing, State Team and all clubs invited to participate.
2.4.	Grand Prix Regatta (time allocated: 15 min)	KP	<p>Issue: The 2nd regatta of the season will be held Sunday 11 Dec.</p> <p>Proposal: Discuss any outstanding issues that need to be addressed for regatta.</p> <p>Desired outcome: Ensure all required logistics for the regatta have been adequately addressed.</p>	RS/PC/CC			<p>Cockburn are host club. All organised. Clubs to be advised those late leaving beach will be disqualified as will clubs that take too long aligning on the start line. ID's checked at marshalling.</p> <p>Re rostering of juniors races, put them close together so they don't need to stay all day. Starter to check toggles at the start, problems with burns on hands from starting the race in the incorrect position which made the toggles too short.</p> <p>Request from Cockburn to run 2000m between the Tens and Twenties races.</p>

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2.5.	Regional team - Nationals		<p>Issue: The Regional and Junior Membership Policy states that for a 10s team a club may take a maximum of 3 crew members from other clubs, and for a 20s crew they may take a maximum of 6. At the time of making the policy, DBWA believed this was reasonable. However, the reality is that there are two regional clubs that can almost form a 10s team, but not quite – if the teams were allowed to join together they would have enough paddlers to form a 20s crew, or perhaps two 10s crews.</p> <p>Proposal: DBWA to discuss whether an exemption should be granted and vote on the decision if a motion is made.</p>				Board agreed to write to AusDBF and seek exemption/permission to form a single WA Regional team for the purposes of the club vs club racing at the 2012 Nationals.
2.6.	Protection of boats	GS	<p>Issue: Boats were damaged at the November regatta by dragging up the beach.</p> <p>Proposal: Carpet pieces can be obtained free of charge from a variety of dumps used and laid out to dry at the end of the day, then put into the shed.</p> <p>Cost: Nothing</p> <p>Motion: Graeme (or other) to pick up the carpet and bring to next regatta for use.</p> <p>Vote: Agreed carpet not required. Crews advised not to run up on beach. Boats are to stay away from trailer launching ramp.</p>				Carpet won't necessarily solve issue as large rocks in water too. Instead advise crews to stay away from trailer launch area – provide this info at sweep/coach meeting.
2.7.	2000m races - markers	GS	<p>Issue: Two sweeps were confused by the layout at the November regatta. Both spoken to referred to the need for a set of brightly coloured buoys on each corner of the course.</p> <p>Cost: Nothing if buoys are already available. If purchases are involved it could be as simple as 4 clips, 5 metres of cord, a can of orange paint and eight 2-litre milk containers to construct floats to clip onto the lane buoys. Maybe \$40.00</p> <p>Motion: To improve markings at corners of 2,000 m race course, using either readily-available buoys</p>				Error in placement of markers in last regatta which caused confusion. Will assess after December regatta. Buoys were accidentally set up incorrectly, causing the corners of the course to be less visible than usual. Check floats at next regatta to see if issue continues.

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			or purchased materials to make floats for markers. Vote: Not required – see comments				
2.8.	Coaching position – Categories	KP	Context: Assign State team crew coaches for the Nationals. Mark Kusin to liaise with Marco re an EOI. Level 1 coaching accreditation ideal. Define Sue Roberts role as assistant women’s coach.	MK/PC			EOI’s close on Monday, 12 Dec. Coaches will be drawn from the state team pool. Email to Marco re roles and responsibilities. Waiting response. Mark will follow up. One assistant for each age category. Fielding strong teams rather than maximum number of teams.
2.9.	Coaching/Coordinating position – Regional	KP	Context: Issue an EOI for a coach, or at least a coordinator, to organise the regional team for the Nationals. Mark Kusin to send out with coaching EOI.				Progressing. 11 Dec 2011 is last chance to submit EOI for State Team. Email to be sent so people can check their name is on EOI list.
2.10	State Team – selection	KP	Context: Training dates to be set in advance. No state training at regattas. Crews to be selected on merit, not simply to make up numbers. Have an attendance register. Enter teams that can potentially make a final. Possible training camp at Bickley.				Progressing. Board confirmed that the objective must be to field the strongest teams, not the most teams. Being on the State Team is not about ‘giving everyone a go’, rather it is about being the most competitive team possible.
2.11	State Team	KP	Context: 1st call for EOI issued - closing date 14/11/2011. State Head Coach (M Celenza) has been asked to comment on State Team Communication strategy, provide an update on training etc. Marco has also been asked by Serge Cucsá (AusDBF) to conduct the assessments for Aurora team in November.				Progressing. List compiled by Marco and circulated to board on 5 December. So far 64 participants. Paula to cross check list with hard copies. Send email to clubs reminding last opportunity to get EOI in is Monday, 12 December 2011.
2.12	Rescue boat - update	KP	Context: Registration to be updated to show				Has been sent to statutory

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			DBWA as owner.				authorities.
2.13	National branding	KP	Context: BC to contact AusDBF re national branding for State Team uniforms.				Barb to send email to AusDBF board.
2.14	Medals	BC	Context: A bulk order for medals for the State Championships was placed some time ago. Medals need to be counted to ensure there is sufficient stock for both 10s and 20s State Championships. If insufficient stock remains, more will need to be ordered. Motion: For the Board to approve the purchase of more medals, if insufficient stock exists. Vote: Approved.				Barb to count and order more medals if required.
2.15	Bayswater Community Fair	BC	Context: Telethon event at Bayswater Community Fair. Four teams competed - Cockburn, Fremantle, Amazons and Pirates, as well as six corporate teams.		Noted		Corporate entry fees resulted in \$350 to Telethon plus the Amazons contributed \$500 through raffle ticket sales. Invoices to be sent to clubs for DBWA insurance costs and Telethon donation.
2.16	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.	Associations Liability Insurance		Context: BC to advise clubs of \$140 offer for affiliation cover.				Email sent to clubs on 4 December 2011.
3.2.	Cockburn Dragon Boat Club		Request for the 2000m to be either at the start or middle of the regatta to speed up the regatta. Agreed that the problem was paddlers getting in and out of boats and to the start on time. Agreed on disqualifications to be enforced if crews were not on time.				Email to clubs – see 2.4.
4.	New business						
4.1.	Bank signatories	KP	Context: New bank signatories required.	CC			Paperwork signed and to be lodged with Bank.

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4.2.	St Johns Ambulance	KP	Context: Confirm whether bookings have been made.	BC			Bookings confirmed with letters received from St Johns.

Meeting close:	Meeting closed at 7.30pm.
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Next meeting	
Date: Monday, 9 January 2012	Time: 6.00 pm
Location: Dept of Sport and Recreation, 246 Vincent Street, Leederville	