

## Dragon Boating WA Inc. Board Meeting – Agenda

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

Time / Date: **6.00 pm**      **Monday 2 July 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. Rick Salisbury has given BC his proxy vote for DBWA board decisions.	-	-
1.3.	Confirmation of Minutes from previous meeting	KP	<b>Confirmed:</b> K Priest <b>Seconded:</b> Paula Cottingham	-	
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	Need to get survey out ASAP. VenuesWest have appointed a co-ordinator for Champion Lakes commencing 3 July 2012. They have passed on our contact details to organise a meeting to discuss any issues re

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			Information and costs on starting pontoons provided. Single location \$726 inc GST, or located at one and moved to another \$968. VenuesWest will provide staff to move the pontoons.		pontoons and finishing tower. VW advised that two people have been trained on the finishing tower. Barbara to book State Champs 10's for 3 March 2012. Possible scenarios - 200m first regatta, then 500m, 200m, 500m, a youth category, age 23 and under. No of races for each distance reduced to 2 per category.
2.2.	Hosting of food at Grand Prix regattas 2012-2013	BC	Food permits to be applied for at City of Armadale.	PH	Paula to liaise with Rex to organise food permit for Champion Lakes for all regattas.
2.3.	Winter distance events	RT	<b>Update required:</b> Debrief on Ravenswood Marathon. Latest on Avon Descent event.	RT	Excellent event. Fremantle seniors won. Mandurah Dragon boat gained additional members and will take control of the event from next year. Avon Descent – RT has sent photos and promotional material. Trouble getting a response from Canoeing WA. Clubs that want to do a lesser distance can start at Fisherman's Reserve, which is 10km.
2.4.	State Team structure	KP	<b>Topic:</b> Review of State Team coaching structure.	All	Adjourned until new Coaching Director elected at AGM.
2.5.	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.
2.6.	Finance report	CC	<b>Topic:</b> Present Balance Sheet, Profit and Loss and Reconciliation Report.	CC	Circulated. Books going to auditor Tuesday, 3 July 2012.
2.7.	2014 Aus Champs	BC	<b>Update:</b> Yet to be confirmed 2014 Perth	BC	Awaiting advice from AusDBF. Hopefully advised in August meeting in Sydney.
2.8.	Annual General Meeting	BC	Update: Meeting set for Thursday, 9 August. Positions up for election. <ul style="list-style-type: none"> <li>• * President - 2 year term.</li> <li>• * Finance Director - 2 year term.</li> <li>• * Communications Director - 2 year term.</li> <li>• * Coaching Director - 2 year term.</li> <li>• * Elected Board Member 'A' - 2 year term.</li> <li>• Operations Director - 1 year term.</li> <li>• Elected Board Member 'B' - 1 year term.</li> </ul>	BC	Thursday 9 August. Maylands to be the venue. Booking has been confirmed. Documentation to go out by 9 July as per the constitution. Fees to be ratified. Changes to constitution to include notice of AGM change and dissolution of association to change to 75%. No nominations from the floor. Any unfilled positions to be sent out after the AGM as EOI.
2.9.	Fees		Agreed at last meeting \$80 for paddlers and \$410 for clubs. Motion: 2012/2013 fees for paddlers is \$80 and for		New paddler registration to be circulated along with online registration instructions.

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			clubs as members \$410. Moved: Graham Smith Seconded: Paula Cottingham.		
2.10	DBWA Regulations	BC	Review incorporating new logo requirements as advised by AusDBF. Review safety requirements.	KP	Style guide received from AusDBF. Once safety requirements regulations complete, to be circulated to clubs.
2.11	Database	BC	Update required:	BC	In progress.
2.12	Junior training camp in Qld in August to be held at Camp North Pine in Queensland on 18, 19, 20 <sup>th</sup> August 2012.	RT	Update required: Training camp for juniors from all over Australia in Queensland on weekend of 18-19 July. DBWA to provide some financial support for this camp only. Motion: DBWA provide financial support of \$200 per person attending the camp. Moved: Paula Cottingham Seconded: Graeme Smith	RT	Six people including Rex to attend. \$450 for airfares, \$160 for accommodation and 3 meals per day for 3 days. \$30 per person for water space charge and a cost for transport. Accommodation at training venue. AusDBF to be approached regarding matching financial assistance.
2.13	President's teleconference	KP	Update required: 14 June teleconference with AusDBF Presidents.	KP	Discussion re restructure of AusChamps. Most states were onboard. Issue of juniors were also discussed. Information available to all states on DBNSW website. Positive outcomes of the meeting with all states to work together.
2.14	Proposal from AusDBF re restructure of the Australian Championships		Document circulated to all clubs for feedback. Comments to be returned to DBWA by 9 July 2012.		Noted.
2.15	AusDBF Calendar		<b>2012:</b> 11 August – Members meeting in Sydney. 22-23 September AGM and Members meeting – Sydney. 6 December – President's teleconference. <b>2013:</b> 28 February – President's teleconference. 16 April – AusDBF board meeting. 22 April – General meeting and members – Sydney (following AusChamps).		Rex and Kristin to attend meeting on 11 August. September meeting to be determined after AGM. AusDBF to fund \$700 for two nights' accommodation twin share.

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3.	<b>Correspondence in</b>				
3.1	RFT from AusDBF for Head Coach for World Championships in 2013	RS		All	Circulated to all clubs.
3.2	Aus Champs interim finance report		Interim report issued by AusDBF circulated to board members.	All	Noted.
3.3	AusDBF		Style guide for proposed logo changes.	All	Noted. Email to AusDBF advising WA happy with style guide and thank you for financing proposal.
3.5	Template		Members half yearly report		Deferred until further advice from AusDBF.
4.	<b>New business</b>				
4.1.	DBWA website				Access problems solved. Website to be updated.

Meeting close:	8.15pm
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Next meeting	
Date:	<b>Monday, 10 September 2012</b> Time: 6.00 pm
Location:	Dept of Sport and Recreation, 246 Vincent Street, Leederville