

Dragon Boating WA Inc. Board Meeting – Minutes

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

Time / Date: **6.00 pm** **25 February 2013**

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>	Rex Tindal (RT)	X	
<i>General Board Member</i>	Suzanne Yewers (SY)		X
<i>General Board Member</i>	Paula Cottingham (PC)	X	
<i>General Board Member</i>	Vacant	--	
Guests	--		

Item No.	Topic	Raised by	Meeting minutes	Action by	Notes / Status update
1.	Administration				
1.1.	Welcome	KP		-	-
1.2.	Attendance / apologies	KP	Meeting opened	-	-
1.3.	Confirmation of Minutes from previous meeting	KP	Confirmed: K Priest Seconded: P Cottingham	-	
2.	Business Arising				
2.1.	Debrief on Grand Prix Regatta 10 February		Update: Info re timing of 2000 metres. Lakers queried the timing of the race and the inconsistencies.	KP	KP followed up with VenuesWest and advised Lakers of issues with timing of 2000m. Paula to ensure that there are enough volunteers for manual timing for 2000m on 24 th March.
2.2.	Cultural responsibility	BC	Suggestion for Viv Wigg take on role of Cultural		Letter to be sent to Viv re taking on Cultural representative

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			representative for DBWA.		role.
2.3.	State Team	BC	Update: Uniforms: Problems with logo on hat – doesn't readily fit, requires minor adjustments. Uniforms ordered, state registrations to take place week commencing 25 February 2013. Motion: DBWA to pay for juniors uniform and race fees. Moved: Paula Cottingham Seconded: Rick Salisbury	ALL	Design revised and circulated to board for approval. It was agreed that DBWA would pay for juniors uniform and race fees.
2.4.	Future of the sport	KP	Topic: How does DBWA develop and grow the sport in WA? 1. What issues do we need to consider? 2. What are our priorities? 3. How and when do we address the issues?	All	Strategic planning day to be organised and date set. Suggest a facilitator, two members from each club and invited guests. Expenses paid for regional clubs. 22 June 2013 is a suggested date.
2.5.	WADBA equipment		Decision to be made on equipment signed over by WADBA – boats, etc.	BC/SY	Information not received from Lexie. To follow up.
2.6.	Finance report	CC	Topic: Present Balance Sheet, Profit and Loss and Reconciliation Report.	CC	Circulated.
2.7.	DBWA Regulations	BC	Page with new logo requirements circulated.	BC	Policies updated with new logo. Agreed to change wording regarding colours in section 2 of General Regulations to incorporate national branding requirements.
2.8.	Auroras	RT	Update: Progressing. Accommodation and airfares booked.	RT	The Junior Auroras have received congratulatory letters from AusDBF and DBWA. Barbara to chase up a congratulatory letter for all Auroras from the Minister of Sport and Recreation.
2.9.	AusDBF Calendar		2013: 28 February – President's teleconference. 16 April – AusDBF board meeting. 22 April – General meeting and members – Sydney (following AusChamps).		Noted.
2.10	Draft Incident Report		Circulated for comment.		To be incorporated into the regulations once finalised. Review of risk management issues for regattas. Send final copy to AusDBF for consideration (some changes were made).
2.11	State Championships 10 March and 24 March		Update:		Medals delivered. Still waiting on trophies from Ray Woodcock. Racing as per advice given to clubs at the start of

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					the season. Ask Graeme if he can do start on the 24 th . Exemptions request received from Albany for H Reiter, K Neild, J Waugh, C Jackman. Barbara to contact photographer for State Championships.
2.12	2015 Australian Championships				Barbara to look at dates for 2015.
2.13	Regatta dates 2013/2014		Dates to be considered and submitted to VenuesWest.		3 November 2013, 1 December 2013, 12 January 2014, 9 February 2014, State Champs – 23 February 2014, 23 March 2014.
2.14	DBWA equipment and boats at Champion Lakes		Update: Marco Celenza currently has 4 boat trailer in his possession at Fremantle.		Permission was not granted by DBWA for use of trailer. DBWA requested return of trailer by 6 pm, Friday 22 February 2013. Return of the trailer was not forthcoming. Discussions were held with WA Police regarding action to be taken involving this matter. DBWA to ask John Beinke if he would be willing to pick up boat and return to Champion Lakes.
2.15	Winter marathon series		Update:		Mandurah have confirmed 29 June and email sent to clubs. EOI for Frankland Marathon on 18 May 2013 circulated to clubs.
3.	<i>Correspondence in/out</i>				
3.1.	Resignation Christian Mueller received and accepted		Christian Mueller resigned as Director of Operations. Email sent to all clubs.		His reasons for resigning were a lack of resources to make the commitment upon him. He did express an interested in participating in Chung Wah events and Act Belong Commit. DBWA accepted his resignation.
3.2.	Email from Marco Celenza		Advising damage to Hurricane boat at last regatta and asking the board to consider an offer of fixing the boat in return for the 4 boat trailer.	BC	BC advised him that it will be discussed at the next board meeting and to get a quote on fixing the boat as it can be repaired under insurance. This has not been received. The Board agreed that no further action will be taken on the 4 boat trailer until it is back in DBWA possession.
3.3.	Champion Lakes, Venues West		Email from VenuesWest regarding Standards Conditions of Use and Evacuations Procedures	BC	To be included in the program.
3.4.	Exemptions 2013 Australian Championships		Exemptions requests received from Marg Little, Mark Kusin, Rebecca Watson, Neville McNeill, Sue Houghton. Other exemptions requested were:		All exemptions were approved by AusDBF. Ros Webb is automatically granted an exemption under the DAA rule.

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			<p>1. Phillippa O'Dell, a 19 year old from Fremantle Swan has a shoulder injury and because of surgery rehab, cannot paddle. Fremantle Swan and the State Team have asked if she can drum for both junior teams. She has been drumming at our regattas. We are struggling for juniors because Penrith falls within the WA school term. Unfortunately WA's school holidays don't start until Monday, 22 April.</p> <p>2. Suzanne Ray from Forza has requested an exemption to paddle with Fremantle Swan (only just received the exemption).</p> <p>3. Double rostering for the State Team – we want to enter a combined GM/GGD womens crew in the GM category and also enter a combined GM/GGD Mixed Crew in the GM category. This will involve some of the women paddling in both categories. Can we do this?</p> <p>4. Do we need an exemption to enter a combined Premiers and Masters crew in the Premier division. The Masters will also compete in the Masters category. We do not have enough Premiers to enter a team in its own right and this way our younger State paddlers can get an opportunity to paddle.</p>		Have not received an answer back yet from AusDBF.
3.5.	Chung Wah Chinese New Year event		Update: No further communication.		Noted.
3.6.	IODBC		Advised that an email had gone to clubs requesting support for IODBC to become members of DBWA.		Email to all clubs advising them if they required any further information on the board's decision on IODBC's application, to contact DBWA.
3.7.	Resignation Suzanne Yewers		Resignation letter received Suzanne Yewers.		Thank you to Suzanne for her assistance to the board and dedication to the sport.
3.8.	Resignation Graeme Smith		Resignation letter received Graeme Smith.		Thank you to Graeme for his assistance to the board and dedication to the sport.
4.	<i>New business</i>				
4.2	David Blackley Award		Email sent to all clubs for nominations.		Nominations close Friday 15 March 2013.

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4.3	Member Protection Information Officer (MPIO)		Email received from Dept. Sport & Rec advising of course to run in March.		DBWA MPIO officer was Jane Wright who is no longer a member of the board, but is still eligible to serve in this role. Need a replacement who will be able to attend the course.
4.4	Western Australia Sports Federation (WASF) membership		Recommended by DSR to join WASF was in our best interests as a state sporting association.		Fee is \$99 per annum. Agreed to join.
4.5	Emails sent by Marco Celenza to DBWA member(s)	KP	Discuss any action to be taken.		As per section 10 of the DBWA Constitution, a sub-committee will be appointed to inquire into the conduct in question. The sub-committee will include two DBWA board members as ex-officio members. An independent third party will be sought to sit on the sub-committee. The sub-committee may make recommendations as to what, if any, action should be taken.

Meeting close:	8.50 pm
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Next meeting	
Date: 3 April 2013	Time: 6.00 pm
Location: Dept of Sport and Recreation, 246 Vincent Street, Leederville	