

**MINUTES OF BOARD MEETING**

Brumbies Board Room, UC Campus

Monday 23 October at 6.30pm

**Attendees:** David Bagnall (Chair), Vince McMahon (Director of Finance), Alison Chinn (Regatta Secretary), Jacqui Williams, Peter Marshall, Bill Mason, Catherine Bowyer, Nick Hunter, Josh O’Brien (Executive Officer, Minute Taker).

**Apologies:** Deb Styman (Secretary)

1. **Minutes of previous Meeting**

Minutes of the August and September 2017 meeting were approved.

1. **Matters arising**

No matters arising

1. **President’s Report**

* Traffic flow guidelines have been distributed
* Request for power outlets at Weston Park has been submitted, noting the infrastructure is part of the Weston Park masterplan.
* A fourth pontoon for Weston Park marked as a possible grant opportunity
* Noted concern of the use of Nick Garratt’s time in transporting BRO boats for servicing. VM suggested using a mechanic who can come to the boat to solve the pickup and transportation issue. Alternative central storage options for the BRO boats was discussed. PM asked about the custodian’s private use of the BRO boats and whether an agreement should be in place.
* Paul Thompson has been nominated for CBR Sports Hall of Fame. PM suggested nominating a BRO for the relevant category in the future.

1. **Director of Finance Report**

* Financial reports circulated prior to the meeting.
* VM has followed up with RA regarding the next instalment of Hight Performance funding. RA has agreed to pay however it has not been received yet.
* Noted changes to the Agreement with Jamie Fernandez (RA), however Jamie advised that further changes will not be accepted.

1. **High Performance Report**

* DB provided the High Performance update
* Nick Garratt and DB have been coaching the Talent Identification group out of Capital Lakes
* VM has circulated a job description for the TID coach role which will be posted to the website. Nick Garratt and Catherine Bowyer to form an assessment panel.

1. **Executive Officer’s Report**

* The National Sponsorship Agreement is progressing, with ACT and QLD signing and other states indicating they will sign soon. Timelines to be adjusted so implementation does not occur until January 2018.
* BRO servicing has been a difficult process and will look into making the process simpler in future.
* Winter presentation was successful with 70+ people and all winners in attendance.
* BM, Vicky Newman and JOB to meet regarding local sponsorship on 26 October. DB authorised group to develop sponsorship strategies.

1. **Regatta Secretary’s Report**

* First regatta of the season this weekend (28 October). Draw has been completed and sent to Geoff Northam to look over.
* Changes to By-Law 19 passed – VM to amend the By-Laws document.

1. **Boathouse Update**

No further update

1. **Safety**

* Discussion of the Radford/CGGS Wednesday morning Time Trials and the need for an approval process for this kind of activity during a busy time on the lake. Preference for clubs to conduct similar activity during off-peak times.
* NH to approach Vicky Spencer (Radford) with suggestion of changing to afternoons.

1. **BRO Recruitment**

* BM provided an update on the BRO seminar. The seminar was well attended and professionally presented.
* Geoff Northam provided BRO metrics to RACT prior to the Board meeting.
* AC asked about scholarship/internship opportunities available to BROs. She has discussed with Doc Blower (RNSW CEO) about what NSW does in this area.
* AC, BM and JOB to meet Thursday (26 October) to discuss next stage of BRO Discussion Paper.
* NH acknowledged BM’s efforts to recruit Daramalan parents as new BROs.

1. **Stakeholders Forum**

* BM and PM discussed the timing of the Stakeholder Forum and noted the absence of some key people due to training commitments. The idea of adding a post season forum to the calendar was agreed as a good option.
* JOB identified mid-September and shortly after the conclusion of the season (early April) as future Stakeholder Forum timeframes. Specific dates TBA.

1. **Strategic Plan**

JOB was to provide an updated tracking against the strategic plan summary however was not able to prepare one pre-meeting.

1. **Other Business**

* JOB to research what is required for an Anti-Doping Officer role

Meeting closed 7:37pm