



## MINUTES OF BOARD MEETING

Brumbies Board Room, UC Campus  
Wednesday 15 November at 6.30pm

**Attendees:** David Bagnall (Chair), Alison Chinn (Regatta Secretary), Jacqui Williams, Josh O'Brien (Executive Officer), Nick Garratt (ACTHPP), Vince McMahon (Director of Finance), Bill Mason, Nick Hunter, Deb Styman (Secretary).

**Apologies:** Catherine Bowyer, Peter Marshall.

1. Minutes of the October meeting were accepted.

### 2. Matters arising:

Future Board meetings to be changed to the 3<sup>rd</sup> Monday each month at 6.30pm at the UC Campus.

### 3. President's Report

- Paul Thompson has been inducted into ACT sports hall of fame as associate member.
- Electricity to regatta site – conversation commenced with the ACT Government.
- Strat Plan Workshop in process, Brendan Lynch is convening.
- NCA hosting discussion with community rowing club representatives next week re: PFD's being compulsory and ACT lakes being designated as alpine lakes. It was noted rowers without bow and stern lights are cause for concern (NG).
- Regatta site at Weston Park – MCC driving across irrigation pipes cause for concern.
- Regatta site at Weston Park - Oak trees and weeds near pontoons are becoming too overgrown and clear boat access is a problem.
- Grant proposal has been submitted for 4<sup>th</sup> pontoon at Weston Park.
- Indoor rowing champs attended and growth in numbers was noticed. General members of community competed as well as rowers.

### 4. Director of Finance Report

- Report circulated prior to meeting included:
  - Insurance update - all our insurance policies will be aligned to end on 30 April. AON will shortly be invoicing us for "hull" insurance for the pontoons themselves.
  - Aged receivables – looking very good.
  - P&L – reflects our usual low income period with activities propped up due to the ACTPP.
  - Balance Sheet – noted of the \$10,000 GST 'collected' - only approx. \$4,000 actually collected (BAS done on cash basis).
- Seat fees – query on increasing seat fees (DS). Item to be included in regatta schedule review at end of season.

## **5. High Performance Report**

- Sydney time trials attended by athletes – the close finish times between rowers will be used to motivate rowers to improve training between events.
- Some specific rower issues mentioned (including one new transfer from NSW). Cross training is occurring for Cara G. with the NSW squad.
- Reindeer regatta will be attended by ACTPP athletes.
- Transition process of local rowers to ACTAS squad is to be discussed further at the Strat Planning workshop session. Suggestion of fortnightly 5km TT to compare performances of newcomers & the WTT results are to be considered for new recruits.
- Pathways 8 – second training weekend this weekend for school age rowers. One male & one female 8 participating.
- TiD – 2 times a week training so far and will add one extra session now. Progressing well for new rowers.
- TiD coach advertised – Uni approached for candidates, closing date for applications has been extended.
- KPI's – these are dependent on the size of team RA chooses to send. ACT still a developing program, it will be a couple of years before a full ACT team will be in action – 2020 is target year for peak performances from ACT rowers.

## **6. Exec Officer Report**

- Sponsorship opportunities – notes circulated from the planning meeting held on 26 October.
- RACT table at CBR Sports Award – no.
- L2 coaching course – EoI received from clubs. To hold off running this course until end of the season.
- RA Strategic Forum – main item of note is AON tent site has been booked at ACT State Champs regatta.
- Digital Strategy mtg to be held in Canberra on 7 Dec.
- BRO strategy being devised following the discussion paper. Noted that BRO numbers have increased slightly this season and there was a good attendance of new recruits at the BRO training session recently.
- Dilemma noted in boat traffic rules at the regatta caused by Radford being located at regatta site rather than at their shed – some weaning in problems with their logistics. This is a club issue for them to deal with currently.

## **7. Regatta Secretary Report**

- Asset management at end of regatta needs to be addressed – pack down and bump out is left to Regatta Secretary and RACT EO which is not a satisfactory arrangement.
- Setting up the course the day before regattas – assistance is required prior to the regatta also with setup – also not a buoy boy job or Regatta Secretary duty.
- Conducting the Draw is now easier and will eventually go to Monday close of entries prior to the regattas. Some issues have been experienced with regatta day changes to entries – race rules/changes are proving difficult to enforce with these sort of on-the-day requests to change.
- Succession planning should be considered as well for regatta timing as currently we are very reliant on one person.
- Interesting to note the Pointscore profile is changing due to grade system now. Racing is more competitive.
- Confirming that we do not accept by invitation entries either before or during a regatta.

## **8. Boathouse Update**

Nothing to report.

## **9. Safety**

- BRO flipped over in his tinny with the motor running at the last regatta. Driver tried to avoid single rower coming towards his tinny, propeller hit bottom of the lake and his tinny flipped. Tinny motor is being repaired. The dead man switch was not being used on this occasion. No personal injury noted.
- Volunteer parent slipped off the wall around the finish hut at the finish line whilst installing the protective walls to the hut as pre-regatta set up. An insurance claim form was sent to the parent.

## **10. Privacy Policy**

- Amended policy edited by JW was tabled and approved.
- How we address privacy issues (item from last meeting) was noted in a summary document circulated prior to the meeting to all Board members.

## **11. National Digital Strategy**

- Digital Strategy document from RA was tabled – approval was sought for costs to ACT (\$9000 - \$17000) possibly. This strategy is driven by RA's need to improve communication to their stakeholders and improve database membership records and create a nationally consistent program. All current databases used by each of the States can be continued to be used and will feed into this single RA National program. This will ensure uniform records and appearance to all members. There are many (10) different aspects to this database package.
- VM – money/cost is OK, as long as the program is done properly and well, and used appropriately.
- RA is seeking support for participation in this program and that States agree to the costs involved.
- Board consensus – happy to proceed.

## **12. Strategic Plan**

- Summary document was tabled from the previous Strategic priority listing. It was noted that the areas marked as needing attention still require work to improve (eg Retention, Schools, Para-Rowing).
- Suggestion on RACT conducting a survey on why the drop out level is so high with good school rowers – JW has already devised survey questions via survey monkey to send to school rowers.

## **13. Other Business**

- Photo competition is up and running now on fb. Submissions now open – promote please to your clubs. JW
- Commonwealth Games Queens Baton Relay leg across LBG – request for RACT tinnies to support this for media etc. Approved.
- Interstate rower camps coming to LBG in January – reminder to keep in them in the loop with traffic guidelines etc.
- ACT teams selection policy – to be reviewed ahead of publishing. Meeting closed 8.04pm