



BOARD MEETING MINUTES

HPP Shed, Yarralumla

Monday 15 October 2018 at 5:30pm

1. **Attendees:** David Bagnall (Chair), Alison Chinn (Regatta Secretary), Deb Styman (Secretary), Nick Hunter, Stuart John (Executive Officer), Vince McMahon (Director of Finance), Bill Mason, Catherine Bowyer, Alison Creagh.
2. **Apologies:** Katrina Wiseman (HPP), Stuart John (late arrival)
3. **Acceptance of Minutes of the August and September 2018 meetings.** Accepted.
4. **Matters Arising:**
 - a. Board appointment. Alison Creagh was welcomed to the RACT Board.
 - b. Patron. Kim Brennan has accepted the invitation to be the RACT Patron, a press release is pending.
ACTION: A letter to Senator Reid advising of the change in Patron is to be sent by David.
 - c. Head of the Lake medal & review report. Presentation of medal design winner prizes/certificates will be held at the presentations on Sunday following Col Panton. A run sheet for this event will be organised by Stuart/Alison Chinn. A response from the Schools to the HotL review report will be coming shortly. Alan Butorac has been invited to Chair the HotL organising committee. Other organising committee members are still to be confirmed.
 - d. Triathlon ACT storage. Confirming storage space is now organised for umpire launches at the Deakin compound. Logistics on the access, keys etc is being worked through with the RACT volunteers. A RA option is now being investigated for office space.
 - e. State selection policy. Interstate regatta selection criteria and policy document was circulated to Board. Selection disputes will be adjusted to mirror RA standards incorporating the reference of an Ombudsman.
ACTION: feedback is due back to Nick by Tuesday 16 October on these documents.
ACTION: A separate selection criteria document/s to be forthcoming in the near future for Masters (David) and Schools (Nick) State representation.
 - f. BRO courses. Scheduled over the next couple of weekends. To try for advertising/recruitment options through CIT, ANU, UC (as well as clubs) to source more volunteers for event set up and pack up, as well as BRO duties.
ACTION: Attendee list to be circulated to Board for reference purposes
 - g. Induction for new Directors and employees. It was noted that RACT seems to have a gap in induction processes and information. A list of relevant documents should be built as a set for Director/Employee Induction. It was noted that a substantial list of RACT governance documents are contained on the RACT website already. Suggested

improvements would be; conflict of interest register and new inductees to sign-off on policy awareness.

ACTION: Vince to follow up with development of a brief set of rules for Directors.

- h. Community and stakeholder engagement. Details were provided by email to the Board on the purpose of this new subcommittee. Concern was raised about diminishing the responsibilities of the Executive Officer/President roles. Subcommittee creation was approved and the committee composition is to be confirmed. Alison Creagh was confirmed as Chair of this subcommittee.
- i. Sponsorship update. Canberra Park sponsorship is confirmed and details will be published soon. Working through other opportunities.
- j. Club responsibilities. A document to be sent to clubs was tabled for Board consideration. Document was approved for circulation with some amendments including;
"Clubs hosting regattas on Yarramundi Reach" - to delete the specific venue reference as it should apply to an event approved as a Rowing ACT sanctioned regatta, which could be on any ACT water.

5. Action Items from last meeting:

- a. Hosting clubs to be sourced for 8 December and 16 March regattas. Still to be confirmed; Daramalan possibly for 8 December, who hosted the same regatta last year and possibly the Defence clubs or BMRC for 16 March.
- b. A reminder notice is to be sent to clubs with instructions to avoid setting up on the irrigated, restricted access area at the Weston Park regatta site. The problem is not just tent pegs, but also cars driving over the irrigation system. It was noted that by ignoring this instruction clubs and members are unsettling the important stakeholder relationship between RACT and the ACT Government.
ACTION: To rope off this area similar to the car parking area for regattas.
ACTION: Stuart to send reminder notice to clubs ahead of the first regatta.

6. Presidents report.

- a. Welcome to Stuart - new EO.
- b. New pontoon installation is underway at Weston Park.
- c. Umpire launches purchased from RA have been delivered now and stored at Deakin.
- d. Dragon Boat platform broke free from RACT anchors and is being returned now. Dragon Boats are to purchase their own mooring instead of using RACT mooring.
- e. Triennial funding application has been submitted now.
- f. Nominations were lodged for RA volunteer and coach of the year (A. Chinn, N. Garratt)
- g. Nominations were also lodged for CBR sport awards.

7. Director of Finance Report.

- a. HP budget was circulated prior to meeting – all on track. Initial accumulated surpluses were being run down through HP operating losses. The 3-year agreement will end with a modest surplus.
- b. Other finance information circulated prior to meeting was noted and accepted.

8. Regatta Secretary Report.

- a. Col Panton this week being organised.
- b. Regatta 1 – entries close Friday (not Sunday).

- c. Rower registrations are due this week – clubs to remind members. Reminder email to go to clubs also.

9. **Communications Sub-Committee Report**

- a. The subcommittee meeting report was circulated prior to the Board meeting with four recommendations tabled for Board approval – all recommendations were accepted:
 - 1. RACT eNews publication remains monthly until a full 12 month cycle has been evaluated.
 - 2. RACT runs a photo competition again this summer season, concluding with the winner being announced at the end of season presentation event.
 - 3. In principle, that drones be used to capture footage and images at RACT regattas subject to licencing requirements being met. A more detailed program will be presented to the Board.
 - 4. Facebook advertising to the value of \$100 is used to run a limited campaign to boost awareness and promotion of the upcoming BRO training day event.

10. **Executive Officer Report.**

- a. National redress scheme for victims issue was raised at the RA EO weekly meeting. RA is considering whether to opt in for this program. Further information will be sent as it is available.

11. **Safety & OHS.**

- a. CRC 8+ and BMRC 4x – a very close call, near collision was noted. Further information is required.
ACTION: EO to send response once further information obtained.
- b. Request was sent to clubs to notify the EO who the club safety officers are. Responses are still pending.
- c. BMRC incident report requested clarification of the apparent contradictions between the law and the traffic flows diagram. Discussion clarified that the traffic flow rules were an agreement between the Association and the Clubs, endorsed by the NCA, to increase rowing safety given that rowers are unique in facing backwards to the direction of travel. This was in the context of the apparent application of the law, although not specified for most unpowered craft under the Lakes Ordinance, of giving way to the right. However, it was further noted that for approved events such as regattas, the Lakes Ordinance allow for different rules to operate on the course or along path of the race for vessels taking part in the approved event. It was agreed that, in the context of the current review of the Lakes Act, which mirrors the Lakes Ordinance, a request be made for powers to be inserted in the legislation to allow for ministerial directions in respect of groups. Further explanatory material is to be formulated.
ACTION: Vince to put together further material and Nick to investigate and report back to Board.

12. **Other business.**

It was noted one RACT BRO will be sitting FISA exams shortly.

Meeting closed 7.36pm