



## BOARD MEETING MINUTES

Remote (Skype)

Monday 20 July 2020 at 6pm

### 1. Attendees:

Board: Alison Creagh (Chair), Alison Chinn, Catherine Garrington, Nick Hunter, Ben James, Kent Peters, Caroline Pijpers, Deb Styman

Staff: Dave Fraumano (Head Coach), Stuart John (Executive Officer), Katrina Wiseman (Administration Officer)

2. **Apologies:** Ben Page, Ben James departed meeting at 7.00pm.

3. **Register of interests** – no change noted.

### 4. Acceptance of Minutes

- a. July 2020 Board Meeting Minutes were accepted.

### 5. Outstanding action items

- a. Safety Review Update – Michelle Smith review is ongoing. **ACTION:** Next meeting - policy development to date to be ratified.

### 6. Workplace Health & Safety report

- a. Report on safety incidents:
  - i. WTT incidents were reported at the start and the finish locations of the course. More information being sourced on these as Officials on duty did not witness the incidents. It was noted a record number of entries were received for this event. Additional volunteers to be trained to undertake start/finish duties at WTTs. **ACTION:** BRO/Race Referee to compile an event de-brief/incident report document for each WTT going forward.
  - ii. New safety buoy proposal in Yarralumla Bay and the tip of BMP area has been received from a member. Discussion, consultation and further research is to be continued to establish the best outcome.
  - iii. Yarramundi Reach – red buoys designating the no-row lane at 500m & 1000m have been removed/lost. Safety information item to go to clubs as soon as possible. **ACTION:** missing buoys to be replaced as soon as possible.

### 7. Community Feedback (complaints & compliments)

- a. COVID-19 – see item 12a below.
- b. Thanks were noted for all volunteers and staff for the work involved in the WTT.

### 8. Head Coach update

- a. Performance pathway selections for new rowers included the WTT as trial as well as erg testing for nominees. Some athletes/nominees will be offered training waivers and agreements following these trials. Next trial is in October.
- b. Good improvements noted in HPP athletes between WTT1 and WTT2.
- c. RA expression of interest process is underway for para-squad coaching.

- d. HPP sub-committee group to meet shortly with DF to discuss next steps.

## 9. Director of Finance report

- a. Audit progressing - due for end of August finalisation.
- b. Monthly financial accounts/reports were circulated to Board prior to meeting for consideration. No major concerns raised currently. Reports accepted.

## 10. Annual Report & AGM

- a. Rowing ACT Life Membership – two new life memberships were proposed and accepted for nomination at the 2020 AGM.

## 11. Items for decision:

- a. 2020/21 Regatta Calendar – ACT Championships. Regatta sub-committee meeting notes were considered. Proposal is to shift the ACT Champs for Open and Masters events to a later date separate to the HotL regatta. Pointscore concerns were raised and discussed. Majority of Board supported the recommendation of the majority of the regatta subcommittee to split the ACT Champs in 2021. The Board noted the clubs who did not support this option and noted the clubs who did not respond to the regatta sub-committee proposal. **DECISION:** ACT Champs in 2021 will be split across two dates (HotL and the later ACT Open and Masters Champs date).
- b. Order of events – event changes were proposed by the Regatta Sub-committee with alternate order of events rotated across regattas along with change to C grade race distance and Para race position. **DECISION:** Two Order of Events in rotation is to be trialled this coming season.
- c. Point-score regattas – discussion on which regattas will be pointscore/double pointscore events. **DECISION:** The five regular regattas are to be pointscore and Tug Cup regatta to be double pointscore. CLRC Sprints regatta confirmed as a single pointscore event. For the coastal events an alternative reward to be explored.
- d. Radford College oar colours – issue has arisen with new Radford oar colours and a clash with ADFRC colours. **DECISION:** In principle, Board approval for President and EO to negotiate to keep ADF oar colours consistent, but different to the Radford oar colours.
- e. By-Law Amendment – proposed minor wording change as quoted to define club colour interpretation. **DECISION:** A minor wording change to the By-law was accepted by the Board to ensure the Board approves any club colour and design changes.
- f. Australian Sports Foundation Projects – host project concept was explained – with RACT able to host if clubs were not able to host their own fundraising using this program. Additional administration work was noted, if this option eventuated to assist RACT Clubs. **DECISION:** Board accepted in principle approval of this possibility, with Director of Finance consultation required prior to any club lodging project application.
- g. Communications Policy – updated policy (version three) presented for Board acceptance with further amendments noted. Board accepted this updated policy in principle unless further concerns are raised by the Board by this Friday.
- h. Change to ACT Rules was proposed to include wording to cover sponsorship as a fundraising option. Two options for wording change were circulated to the Board for consideration. **ACTION:** Changed wording below was accepted by the Board for inclusion in the upcoming AGM for member acceptance.

### **Rule 38: Funds – Source**

38.1 With the exception of Rule 38.2, the funds of Rowing ACT shall be derived from annual subscriptions of Members, sales, donations, *sponsorship* and, subject to any special resolution passed

*by Rowing ACT in general meeting and to the provisions of the Act, such other sources as the Board determines*

**12. Items for discussion:**

- a. Play for Purpose – concept explained and information circulated to the Board prior to the meeting, for consideration. It was noted this could be an option in the future with appropriate narrative in the presentation.

**14. Items for noting:**

- a. Winter Time Trial 2 & X-Training Challenge – noted the latest ACT Health advice that no interstate competitors will be able to enter ACT events currently. X-training challenge to be continued to final WTT.  
**ACTION:** Covid 19 Declaration to be requested for all competitors in future events. Clubs to be reminded of Covid Safe protocols.
- b. Veterans and their Families Indoor Rowing Program update – almost set up to go, numbers looking good.
- c. Passport2Paris RA program – recruitment program for new para-rowers.
- d. Sport Australia Governance Principles – handy reference document.
- e. RA Masters Commission meeting – possible interstate para-race to be included.
- f. Coastal Rowing – updates provided.

**15. Other business**

**16. In camera session – board members only**

**17. Meeting closed 8.44pm**

**18. Next Meeting: AGM 21 September 2020**

## BOARD PAPERS

### Items for decision:

#### **2020/21 Rowing ACT Regatta Calendar**

Following the July Rowing ACT Board meeting, a proposal was put to the clubs that the Open events from the ACT Championships be run on the weekend of March 13-14 along with the Masters events, with the Underage events run after the Head of the Lake on February 27-28. A separate report from the Regatta Sub-Committee Chair has been circulated to Board members with the responses from each local club and school.

**Board Action:** Agree/Not Agree/For Further Discussion: that the proposed changes to the regatta calendar be confirmed.

#### **Order of events**

Following the last Regatta Sub-Committee meeting two orders of events have been circulated and agreed to. These orders of events will alternate for the four regular regattas: the Radford/Daramalan Regatta 7 November 2020; the CGGS/Marist Regatta 22 November 2020; the CGS Regatta 30 January 2021; and the ANU Regatta 13 February 2021.

**Board Action:** Agree/Not Agree/For Further Discussion: that the proposed order of events be approved.

#### **Point-score regattas**

As per By-Law 28 the Rowing ACT Board is asked to confirm point-score arrangements for the 2020/21 regatta season. Last season all five regular regattas (including the original CGS Regatta), the CLRC Sprints, and the Tuggeranong Cup were all point-score competitions, with the Tuggeranong Cup double points to encourage participation. The ACT Championships and ACT Masters Championships would have been double points as per By-Law 29 iv, while the Head of the Lake was not point-score. The CGS Replacement Regatta was designated non-point-score by the Rowing ACT Board following the postponement of the original CGS Regatta due to the state of emergency in the ACT at that time.

As per By-Law 29 "the Board may decide, from time to time, to specify events, particularly for development purposes, attracting bonus points". The default bonus point structure sees each participating crew gain 4 points, with 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> for each category final winning 12, 6 and 3 points respectively.

**Board Action:** To confirm the point-score arrangements for the 2020/21 regatta season.

#### **Radford College oar colours**

Radford College has requested a change to their oar colours to be authorised under By-Law 4.

**Board Action:** Agree/Not Agree/For Further Discussion: that the proposed changes to the Radford College oar colours be ratified.

#### **By-Law amendment**

A proposal to change By-Law 4 (Club Colours) has been proposed to make the intent of the By-Law clearer.

Current wording: *The Board will approve the colours of a Club when approving its membership application.*

*A Member Club may only change its colours with the approval of the Board.*

*Proposed wording: The Board must approve the design and colours of the racing uniform and oar blades of a club when approving its membership application.*

*A Member Club may only change the design and colours of its racing uniform and oar blades with the approval of the Board.*

**Board Action:** Agree/Not Agree/For Further Discussion: the changes to the By-Law be advertised to the ACT rowing community for comment.

### **Australian Sports Foundation Projects**

A proposal has been made that Rowing ACT offer to its member clubs and schools to become the registered entity to host their Australian Sports Foundation projects, in the event that any member club or school does not have the structure to appropriately host that project itself.

**Board Action:** Agree/Not Agree/For Further Discussion: that Rowing ACT offer to host ASF projects for local clubs and schools where they do not have the structure to do so themselves.

### **Communications Policy**

The Communications Policy has been reviewed by the Communications Sub-Committee.

**Board Action:** Agree/Not Agree/For Further Discussion: that Rowing ACT accept the Communications Policy

**Items for discussion:**

**Play for Purpose**

Play for Purpose is a not-for-profit online raffle that is run as a partnership between the Australian Sports Foundation, the 50-50 Foundation, and Tabcorp. An information pack has been included in the papers sent to the Board; EO to provide further information at the meeting.

**Items for noting:**

- a. Winter Time Trial 2 & X-Training Challenge
- b. Veterans and their Families Indoor Rowing Program update
- c. Passport2Paris RA program
- d. Sport Australia Governance Principles