



BOARD MEETING MINUTES

Remote (Skype)

Monday 15 June 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

3. Governor-General – impromptu brief update message was received. Thanks to His Excellency for joining us.

4. In Camera Session

5. Register of interests - no changes noted.

6. Welcome to Country – delivered by President.

7. Formal congratulations were noted from the Board to Alison Creagh for her Order of Australia Medal awarded recently.

8. Acceptance of Minutes

- a. May 2020 Board Meeting – minor change noted to item 8.a. and a correction of the spelling of Michele Smith's name. Minutes were accepted with changes as noted.

9. Outstanding action items

- a. Safety Review Update – pending due to consultant being unavailable currently.
- b. Covid 19 Update – it was noted the recent Government easing of restrictions will be activated this coming Friday. Sport and Rec ACT has confirmed to RACT that eights and coxes are now approved from this Friday also.

10. Workplace Health & Safety report

- a. Report on safety incidents:
 - i. Quad collision reported on the regatta course in the dark prior to sunrise.
ACTION: Stuart to work with our buoy line maintenance team to explore options for increasing identification of buoys on the course, to assist crews with gaining their bearings on the regatta course while rowing in the dark.
 - ii. Capsizes (3) have been reported – no significant injuries noted:
 - Double
 - Novice double in West Basin
 - Novice single

11. Community Feedback (complaints & compliments)

- a. COVID-19 – feedback was received from one ACT club regarding RACT sending information to Club Presidents first, prior to sending to all members. This has been addressed by RACT sending significant notices to Club Presidents prior to all members.
- b. Other reports - nil received.

12. Head Coach update

- a. HPP has returned to row/train from this week with strict C19 protocols in place.
- b. Athlete fitness has been maintained well during shutdown. RACT WTT's returning will be a welcome option for athletes as part of their program.
- c. Pathways program plan is moving forward.
- d. Weekly Interstate 8 training is scheduled for Fridays - to commence as soon as possible. Youth eights to rally and commence training as well.

13. Director of Finance report

- a. Financial report – it was noted that the Covid 19 grant assistance from the ACT Government has been a significant factor in the Profit and Loss maintaining a reasonably positive balance. The challenges of this year (air quality, hail and Covid 19) have affected the income this financial year.
- b. Pontoon grant received is match funded – this will be an expenditure for the next financial year.
- c. Payment to clubs of the Covid 19 grant money is still to be actioned in this financial year (preferably).
- d. Veteran's Support Grant – RACT applied and has been successful.

14. Items for decision:

- a. Grants to clubs and schools – update and draft Deed. An overview was provided by Stuart detailing ACT Club's Covid 19 Return to Row Plan submissions. **ACTION:** Clubs who have not submitted Return to Row plans will be reminded to do so. **ACTION:** Reference to the RACT winter safety guidelines is to be included in the Covid 19 Grant Deed wording for Clubs.
- b. Women in Rowing book gifts – A recipient list for complimentary books has been compiled. **ACTION:** List presented is approved for distribution with 2 additional recipients.
- c. Disher Cup/Col Panton dates – 10 October proposed as the date for the Disher Cup event this year. Provisional plans are in train for this event (50th Anniversary year). The Governor-General will be invited. Col Panton – date to be on a Sunday (late Sept or mid-October proposed). **ACTION:** Rowing NSW calendar will be consulted regarding regatta dates.
- d. 2019/20 Summer and 2020 Winter Presentation dates – a warmer month, outdoor garden event at Government House was preferred at this stage.
- e. Communications policy – **ACTION:** RACT Communications subcommittee to review and provide feedback for the next Board meeting.

15. Items for discussion:

- a. State of Origin Rule review – suggestions and feedback to Alison Creagh invited by the end of this week. **ACTION:** Additional consultation on this review was suggested with an invitation to two key coaches who have been involved with ACT crews in the past to be issued.

16. Items for noting

- a. Rowing Australia Interstate Regatta – is no longer on the plans for 2020.

- b. Regatta Sub-Committee Chair – ANU representative Adrienne McKenzie has accepted this position. Two sub-committee meetings will be held before the next Board meeting.
- c. Pathway Program Management Group (PPMG) and Annual reporting update – program review has been undertaken with achievable targets set.
- d. Employee Performance Reviews.
- e. Board Performance Reviews.

17. Other business

- a. RACT cross training competition – will commence this weekend (in lieu of the WTT not happening). This competition will run across winter and will coincide with the actual WTT events being held as well.
- b. Survey of ex-RACT HPP athletes will be undertaken regarding possible mentoring opportunities in the ACT. The survey will also explore if there are other possible duties they may like to be involved in, to support rowing in the ACT.
- c. Financial requirements for the AGM look like being completed around October – AGM date TBC.
- d. Nationals in Tasmania next year – logistics are already in process for the ACT team and should be considered with local regatta planning.
- e. Black Mountain rowing shed development – **ACTION:** RACT to investigate the status of this.

18. Meeting closed 8.30pm

19. Next Meeting: 20 July 2020

BOARD PAPERS

Workplace Health & Safety:

Michele Smith, who has been working on the Rowing ACT WH&S Review, has provided draft documents for the Board to review and comment.

Items for decision:

Grants to clubs and schools – COVID-19

Executive Officer to provide an update to the Board around the efforts from local clubs and schools in returning to rowing. Draft wording around the agreement circulated.

Board Action: Agree/Not Agree/For Further Discussion: that those clubs who have submitted Return to Play in a COVID-Safe Environment be approved for the \$250 grant.

Women in Rowing Centenary Dinner books

Initial list for the Women in Rowing Centenary Dinner books to be offered to: Kim Brennan (patron), His Excellency General the Honourable David Hurley & Mrs Linda Hurley (patron), Megan Marcks, Kathryn Ross, Nikki Ayers, Adair Ferguson, Kerry Knowler, Zoe Lyneham, Sue Donoghue, Evelyn Sommer, Alison Chinn, Donna Martin.

Board Action: Agree/Not Agree/For Further Discussion: That the recipients on the above list be offered a copy of the Women in Rowing Centenary book.

Disher Cup/Col Panton 2020 dates

Following a meeting between representatives from ANU, ADFA, RMC and Rowing ACT, the date proposed for the Disher Cup is Saturday 10 October 2020. Following on from comments from Rowing ACT patron His Excellency the Governor General about the Col Panton, it is also proposed that the date for the Col Panton Memorial Marathon be set for the following weekend (Saturday 17 October). Invitations will go out to Their Excellencies once these dates are confirmed. Other 2020/21 regatta season dates to be confirmed through the Regatta Sub-Committee.

Board Action: Agree/Not Agree/For Further Discussion: That the Disher Cup be run on Saturday 10 October 2020 and the Col Panton Memorial Marathon on Saturday 17 October 2020.

2019/20 Summer and 2020 Winter Presentation dates

Following on from the offer from the Governor General to host presentation events at Government House, the Board is asked to consider dates for a joint summer/winter presentation event. Over the last two years the winter presentations have been held after the Col Panton Memorial Marathon; however a later date may want to be considered in order to host at Government House (probably in a marquee or garden party setup) during the warmer months.

Board Action: Agree/Not Agree/For Further Discussion: That the joint Summer and Winter Presentations be held either after the Col Panton Memorial Marathon, or at a later date to maximise the potential for an outdoor event at Government House.

Communications Policy

As part of the overall review of Rowing ACT Strategic Plans and policies, a review of the Communications Policy has been completed.

Board Action: Agree/Not Agree/For Further Discussion: That Rowing ACT adopt the Communications Policy submitted with the agenda.

Items for discussion:

State of Origin review

Rowing Australia has released a discussion paper around the State of Origin rules for the Interstate races at both Nationals and the Australian Masters Rowing Championships. The Board is asked to review this and determine an ACT view on any rule changes.

Items for noting:

Rowing Australia 2020 Interstate Regatta

Following feedback from around the States Rowing Australia will not be running an Interstate Regatta in 2020.

Regatta Sub-Committee Chair

Adrienne McKenzie has accepted the role of Regatta Sub-Committee Chair.

Pathway Program Management Group (PPMG) and Annual Reporting Update

The PPMG met at the end of May, with the annual reports going to Rowing Australia in early June.

Employee Performance Reviews