



## **BOARD MEETING MINUTES**

RA Board Room and Video Conference  
Monday 19<sup>th</sup> July, 2021 at 6.00pm

### **1. Attendees:**

In attendance: Alison Creagh (Chair), Kent Peters (Director Finance) (remote), Deb Styman (Secretary), Alison Chinn, Catherine Garrington, Neil Smith, Tobias Wehr-Candler.

Staff: Sally Clark (Executive Officer)

Apologies: Ben Page, Dave Fraumano, Luke Letcher.

### **2. Register of Interests:**

No conflicts of interest relating to agenda items for this meeting were identified.

### **3. Acceptance of Minutes**

- a. June Meeting – 21 June proposed Neil, seconded Catherine.
- b. Strategic Forum Meeting Minutes – 8 July. Minutes – were noted and board members were asked to advise changes out of session prior to next meeting.

### **4. Outstanding Action Items:**

**03/21** Review of Seat fees and whether they are appropriate to cover the regatta costs. Kent and Tobias to look into this review. See item 9.a. below.

**02/21** Investigation into concerns related to women/men participating in reciprocal men's/women's events. Preliminary work has been undertaken on a guideline document with final draft to be presented to the Board for consideration. Draft document was circulated to the Board for feedback.

Update: Further research and checking is required (grade score reference, RA and ACT Government policies). Consultation with the ACT rowing community will be factored in to the process. RA has been consulted regarding the national stance on Open/Women race entries. Further information will be forwarded to Neil. It is hoped that this item may be ready to be presented for acceptance at the AGM this year.

**05/21** Trophies in the ACT. Comparison of trophies to take place checking parity between genders.

Update: Several older trophies have been found and will look to re-instate, refresh and commence awarding of these old trophies again. Thoughts on the advice to the Office of the GG on the options for new trophies were discussed. Head of the Lake was considered. Further input required before advice is forwarded.

**06/21** Buoy lines on course – NCA has done maintenance work on the flood damaged lines. RACT is still recruiting for volunteer buoy line maintenance helpers.

**5. Director of Finance Report** – reports were circulated prior to the meeting. 2021 annual reports are ready for presentation to the Auditors. Recalibration has occurred following the unusual 2020 (Covid affected) year. It was noted the organisation is still not back to pre-covid 'normal' as yet with regard to income. Amendments were noted to the reports as previously stated by Alison Chinn. Further comments from the Board are invited – deadline for these to be received by Kent by the end of this week.

**6. Executive Officer Report (Sally Clark).**

- a. Sport and Rec meeting was attended with Meteye (data collection) program presented. Clubs (as RACT members) are to be canvased on whether they are willing to be involved in this data collection.
- b. Safety incident report has been received for an incident at the known hotspot for accidents in the Yarralumla Bay area. No rower injuries were noted, although substantial equipment damage occurred.

**ACTION:** Regatta Sub-committee safety and light reminder to be forwarded to clubs. To also raise lifejackets (wearing of and carrying etc) and high vis for tinny drivers/coaches.

**ACTION:** EO to investigate introduction of Stern lights policy on all boats.

**ACTION:** Boat safety – non-standard boats must be inspected and approved by officials prior to entry into any RACT event. Noted that ACT BRO resources are not available to check boats every regatta or event.

**ACTION:** BRO development plan to be incorporated into the RACT Strategic Plan currently under development.

**7. Head Coach Report (Dave Fraumano).** Report was submitted prior to the meeting.

**8. WHS and Safety Incidents Report (Sally Clark).** Reported in Item 6.b. above.

**9. Items for Discussion:**

- a. Review of Rowing ACT seat fees – Tobias Wehr-Candler. Paper for discussion was presented to the Board prior to this meeting. A full explanation of the findings was presented by Tobias and the Board discussed and reviewed these findings.
  - a) **ACTION:** Fines and late fees will be re-introduced from next summer season regattas as part of a wider campaign to improve safety and assist regatta organisers and officials. A system refresh and an awareness campaign to clubs will occur.
  - b) A seat fee review by the Board is recommended to occur more regularly than it has to date.
  - c) The average cost of running a regatta in the ACT has been established through this data research as \$14 per seat. The Board agreed that seat fees do need to increase.
  - d) **ACTION:** Consultation with clubs on how the seat fee increase will be unfolded is to occur (incremental, stepped or lump sum up front increases etc). (Tobias to coordinate)

- e) Anticipated seat fee increases are expected to be activated for 2022/23 season to allow for clubs to adapt their respective membership and seat fee collection processes.
- f) **ACTION:** Infrastructure 'life of type' review to be undertaken – to establish what will need replacement and when. (Sally to coordinate) This was seen as important to establish the future infrastructure requirements which the seat fee increase will assist with.
- b. Possible new ACT representative on RA Masters Commission - Alison Creagh is looking to step away from this position. A new candidate will be nominated to represent the ACT on this committee.
- c. Update provided on Indoor Rowing and Row Nation by Alison Creagh.
- d. Update on RA Rowing in Australia Working Group – Alison Creagh
- e. ACTAS boat shed – an update was provided by Alison Creagh on the current status of the shed.

**10. Items for Decision**

- a. Consultation process for seat fees with ACT rowing community – Board agreed this will occur.
- b. Rowing ACT Indoor Rowing:
  - a) Establishment of Rowing ACT Indoor Rowing subcommittee/working group – Board agreed for this subcommittee/working group to be formed.
  - b) Australian Indoor Rowing Championships 2021 – ACT Event – Expression of interest to be called for hosting this event. Board agreed that this would be put out for all clubs to consider.

**11. Items for noting:**

- a. Rowing ACT Strategic Plan progress. Governance section – Constitution and By-Laws will be reviewed and checked for alignment with ACT Government requirements. Alan Butorac has agreed to assist with this review.
- b. Sponsorship – draft prospectus is getting close to final version.
- c. ACT Kings Cup squad will recommence training Tuesday next week.
- d. Olympic celebrations – some semi-private events are planned.

**12. In camera session – not required**

**Next meeting/events:**

2021 Board Meetings:

- 16 August, 20 September, 18 October, 15 November, 20 December (TBC)

2021 AGM:

- 27 September

Meeting closed 8.50pm



Alison Creagh-AM CSC  
President Rowing ACT

16 August 2021

## ROWING ACT BOARD PAPERS

### Items for Discussion and Decision:

- a. Review of Rowing ACT seat fees (please refer to paper) – Tobias Wehr-Candler

Tobias Wehr-Candler and Kent Peters have reviewed seat fees in the ACT and prepared a paper that outlines revenue and costs. A consultation process with the ACT rowing community is proposed.

The Board is asked to review the paper and be prepared to discuss if our current seat fees are sufficient to meet future requirements.

The Board is asked to consider a possible consultation process regarding Rowing ACT seat fees.

- b. Possible new ACT representative on RA Masters Commission - Alison Creagh

A possible new ACT representative has been identified for the RA Masters Commission.

- c. Update on Indoor Rowing and Row Nation – Alison Creagh

An update will be provided on Indoor Rowing initiatives including:

- RA's Indoor Rowing Working Group
- Overview of RA's strategic initiative - Row Nation
- ACT Indoor Rowing Expression of Interest outcomes
- Rowing ACT Indoor Rowing activities – Veterans and Families #2, Emergency Services, Correctional Services, regular training sessions
- Proposal to establish a Rowing ACT Indoor Rowing Sub Committee to consider and support:
  - Proposal for 2021 Rowing ACT Indoor Rowing Championships
  - RA/Veteran Sport Australia MOU on Riggers Program – Rowing ACT coach development

- d. Rowing in Australia Working Group update – Alison Creagh

- e. ACTAS boat shed and WHS management (if time permits)

### 2. Items for Decision

- a. Should Rowing ACT start a consultation process with the ACT rowing community in relation to seat fees?
- b. Should Rowing ACT establish an indoor rowing subcommittee?
- c. Should Rowing ACT hold an ACT Indoor Rowing Championship in 2021?

### 3. Items for noting:

- a. Rowing ACT Strategic Plan progress

Alan Butorac has agreed to assist Rowing ACT with reviews of the current constitution, by-laws and other governance aspects to support the Governance Working Group.