



MINUTES OF BOARD MEETING

Brumbies Board Room, UC Campus

Monday 19 February at 6.30pm

Attendees: David Bagnall (Chair), Jacqui Williams, Vince McMahon (Director of Finance), Peter Marshall, Bill Mason, Alison Chinn (Regatta Secretary), Nick Hunter, Deb Styman (Secretary), Catherine Bowyer.

Apologies: Nick Garratt (ACTHPP). NB no EO currently appointed.

1. Minutes of the January meeting were accepted.

2. Presidents report:

- a. Office jobs situation with the resignation of the EO;
 - i. Board has considered employing both positions; the EO & the new HPP Admin Officer role – this was approved out of session.
 - ii. Discussion on what quota of office positions are needed. Noted that there are plenty of projects, outside the core business, which can fill the hours of both roles.
 - iii. Andrea Parsons was approved to operate RACT bank accounts and undertake duties to assist the Director of Finance.
 - iv. EO position to be readvertised more broadly.
- b. The RACT Strategic High Performance Plan 2018 – 2020, produced by Brendan Lynch following meetings and workshops undertaken by the sub-committee; was accepted by the Board. The HPP Strategic Plan document is to be posted on the website and circulated to the clubs.
- c. HP report (delivered by David B in the absence of Nick G) – ACT athletes recorded good results at the NSW Champs last weekend with wins and second places. The program is meeting KPI's for Nationals based on these results. Also noted some good results (wins) by junior rowers showing upcoming ACT rowers potential. TiD will be run again in April.

3. **Director of Finance Report** – circulated by email prior to the meeting.

- a. Aged Receivables – OK, but some follow up will be taking place.
- b. ASF – Head of the Lake Cup donations coming in; request for a separate account to be set up for this event. RACT has two other ASF accounts already set up. There were no objections to setting up this third fund. Expenditure of current funds in the existing ASF accounts to be undertaken by David B & Alison C.

4. Regatta Secretary Report

- a. Alison has the office phone and emails are forwarded to Vince M. Keys & full handover still to occur.
- b. Regatta organisation without an EO is being worked through – to approach the hosting club for extra assistance.

- c. Lack of support for local regattas was noted due to interstate school regattas.
 - d. ACT entry rules regarding composite school crews (from one club, but rowers attend several different schools) should be ratified to avoid default to RA rules with regard to school crews. **Motion passed; RACT is an association of clubs, therefore for school events, crews must be entered from a single club. NB - as long as all rowers are racing as representatives of the same club, they do not necessarily have to attend the same school.**
 - e. HotL regatta organisation – rules of racing for this regatta to be amended for ACT event (as we are not able to logistically accommodate the full IGSA rules). To circulate via the website once amendments are confirmed.
 - f. ACT Champs regatta noted there will be many trophies to be presented (by David B).
 - g. Proposal - WTT seat fees be increased to the same amount as the summer seat fees - \$8 seat fee approved by the Board.
5. **Safety & OHS** – park bench needs attention at the finish line as it is deteriorating. ACT Parks to be contacted by DB to chase up a replacement for BRO use (noted post-meeting that RACT volunteers/carpenter have repaired this bench).
6. **Other business**
- a. BRO Boat Agreement document was tabled addressing the housing of BRO boats by volunteer BRO's at their personal residences. To defer acceptance of this Agreement for boat housing until the end of the season.
 - b. Triathlon ACT office co-location with RACT office along with storage opportunities at this site are being explored further.
 - c. Sponsorship investigation overview – research of sports sponsors in the ACT has been undertaken and potential sponsors have been noted. Formal sponsorship document will be forthcoming.
 - d. RACT email inbox checked – as EO position vacant.
 - e. Fb access has been granted to Nick G – working well.
 - f. Photo competition is still running.
 - g. 8 April awards presentation to be booked. MC and special guests to be confirmed.
 - h. CLRC regatta – short course organisation underway.
 - i. Thanks noted to Alison C for taking on many extra duties while EO position is vacant.

Meeting closed 8.35pm