



BOARD MEETING MINUTES

University of Canberra, Theatrette 1
Monday 20 August 2018 at 6:15pm

1. Attendees: David Bagnall (Chair), Alison Chinn (Regatta Secretary), Deb Styman (Secretary), Nick Hunter, Jacqui Williams, Sophie Galvin (Executive Officer), Vince McMahon (Director of Finance), Bill Mason, Catherine Bowyer.
2. **Apologies.** Peter Marshall.
3. **Acceptance of Minutes of the July 2018 meeting.** Accepted.
4. **Matters Arising:**
 - a. 2018-19 Regatta calendar – discussion was held regarding the proposed summer calendar submitted by the Regatta Sub-committee Chair. Tighter timeline for setting the calendar to be activated for next year in order to publish the dates earlier. Proposed calendar dates were approved and to be published ASAP. Order of events issues were mentioned and feedback from the sub-committee on these was requested ASAP. Board agreed on a new initiative - 16 March, 2019 to be ACT Grade Champs Regatta. Schools Regatta reserved on 24 November, 2018 – must have a workable order of events lodged by 9 September or this event will be cancelled.
 - b. Selection policy 2018-19. Motion accepted; High Performance calendar page to be created on the RACT website with links to selection policies and all other HPP information (including school pathway info) to go live ASAP.
 - c. Head of the Lake Regatta review report was sent around to the Board prior to meeting with responses from the panel chair noted to some queries. Review report document was accepted by the Board and will be circulated to clubs ASAP. Club/schools feedback on next steps invited.
 - d. Head of the Lake Medal Design Competition. 8 entries were received and the selection panel of 3 will now review and make a decision on the winning entry. The panel chair will make an announcement of the winner shortly. The Board will approve the final medal design once drafts are produced.
 - e. Management of the AGM. President will be an apology (overseas) and as per the Association Rules, Board members will vote on the AGM Chair at the commencement of the AGM. Meeting schedule and logistics were discussed and finalised.
 - f. 2020 Masters Championships. Hosting decision is yet to be officially announced by RA. In preparation and anticipation of ACT hosting – full buoy lines over 1000m will be required; this could be actioned in conjunction with Dragon Boat national regatta requirements. Finish tower - possible improvements to the current finish structure were mentioned.

- g. School Leavers Survey Report (without recommendations) is to be sent out to clubs, via the newsletter and on website. Recommendations/feedback coming from the clubs on this report will be tabled to the Board for discussion. The Board acknowledged Jacqui and office staff who undertook this large job to collate the data and agreed the results should be shared, along with a request for clubs and schools to provide feedback on what they felt RACT could assist with to address the school leaver drop-out numbers.
- h. Sponsorship Sub-committee recommendations for Patron and Charity Partner were noted with three possible patron names provided for the Board to consider (Kim Brennan, Richard Rolfe, and the Governor General). Charity Partner recommendation was noted as Royal Life Saving. Further information on these nominations will be circulated ahead of Board decision at next meeting.
- i. Rowing ACT Strategic High Performance Plan. Plan is now officially published on the RACT website.
- j. RACT Merchandise. Various designs of products were displayed – it was noted most had already been ordered with 21 October scheduled as WTT presentation day and winners prizes required for this event.

5. Action Items from last meeting: (included in items a, d and e above)

- a. Safety & OHS. **ACTION:** Email re-direction to be checked for online incident reports. No issue detected but now working properly.

6. Presidents report.

- a. Catamaran purchases are now complete – storage at RA boathouse currently. Triathlon/Deakin premises – agreement is still a work in progress with ACT Property Group. Update was provided on ACTAS premises and other potential office and storage space options investigated.

7. Director of Finance Report.

- a. Email report sent to Board prior to meeting. Change in financial year will be a major benefit to the workload (if approved at the AGM). Aged Receivables and Accounts Payable comments noted.

8. Regatta Secretary Report.

- a. Items covered above.

9. Executive Officer Report

- a. RACT photographer – suggestion from Comms sub-committee to put out a call for EoI for another volunteer photographer to take more scenic rowing photos for use for promotional purposes. Noted this would be in addition to the current photographer already covering rowing races/crews.
- b. Communications between RACT and school rowing parents and families, when actioned recently some schools objected to parents being contacted. A slight amendment to adjust the Communications recommendation wording was approved by the Board to cover off and better explain the various contacts at school level (parents, Conveners, Presidents etc).

10. Safety & OHS.

- a. Nothing to report.

11. Other business.

- a.** BRO Recruitment Strategy – final document was sent with Chief BRO recommendations included. It was moved that this document be adopted and distributed to the clubs ASAP. Accepted.
- b.** Note of thanks to Jacqui and Peter for their time as Board Directors. Best wishes to all and to EO for her future post-RACT.

Meeting closed 8.00pm