



BOARD MEETING MINUTES

Remote (Skype)

Monday 18 May 2020 at 6pm

1. Attendees:

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

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

Patrons: His Excellency General the Honourable David Hurley AC DSC (Retd) and Mrs Linda Hurley

2. Welcome to Country and Apologies – Ngunnawal acknowledgement.

3. Welcome and discussion with Their Excellencies. Introduction of Board Members and RACT staff individually to Their Excellencies. Their Excellencies expressed keen interest in attending RACT events in the future and requested to be kept informed of rowing events in the ACT in order to attend events when possible. Their Excellencies extended an invitation to hold an end of season event at Government House and an invite was also extended to RACT to attend the Open Day at Government House.

4. Register of interests – no changes noted.

5. Acceptance of Minutes

- a. April 2020 Board Meeting – minutes passed with 2 small amendments approved (item 7b and Other Business item).

6. Outstanding action items

- a. Safety Review Update – pending.
- b. Financial write-offs approved at the last RACT meeting have been processed.

7. Workplace Health & Safety report

- a. Report on safety incidents – nothing to report due to Covid 19 cessation of activities.
- b. Work Health Safety Review Update (Michele Smith review). Draft documents and policies from Michele were circulated to the Board prior to the meeting, for input and feedback. Some feedback and comments were noted and further feedback from the Board was invited to be sent to Stuart in the next 2 weeks. **ACTION:** Existing RACT risk management documents to be circulated to the Board as further background information and for comparison.

8. Community Feedback (complaints & compliments)

- a. COVID-19 – several questions arose following confusion with advice circulating in the general public regarding returning to sport in the ACT. Enquiries were about when competitions will resume for rowing.

b. Other reports – nothing received.

9. **Head Coach update** – RA reports due 31 May. Training for HP group ongoing with athletes working on individual programs. Focus lately has been on creating processes to enable the HPP facility to open shortly. Resumption of access to the ACTAS facility is cautiously being unfolded due to heightened government requirements.

ACTION: RACT HP sub-committee (Alison Creagh, Alison Chinn, Nick Hunter, Kent Peters) to meet next week to discuss the RA report and review this ahead of submission. Additional sub-committee reviewers are being considered.

10. Director of Finance report

a. Financial report – reports circulated to the Board prior to the meeting. It was noted the bonus Covid19 grants received from the ACT government recently have assisted in keeping the organisation in reasonable position. The bad debts issue raised at the last RACT meeting have now been written off from Receivables. Club registration invoices are about to be generated and issued.

b. HPP budget is currently being streamlined.

c. **ACTION:** KP proposed to investigate increasing the Term Deposit amount to gain a better interest rate. Investigation approved by the Board.

11. Items for decision:

a. COVID-19 Response

i. COVID-19 recovery

- Future measures. Winter risk considerations and water safety issues are a significant factor of the return to sport plan for rowing in the ACT. Clubs – various stages of return to play being actioned across ACT rowing clubs.
- Competitions – virtual and on-water WTT series options are being explored.

b. Grants to clubs and schools – COVID-19. Sport & Rec (ACT Gov) Covid 19 grant use was discussed. Clubs and Schools needs were considered and the timing of the possible release of funds was discussed. **ACTION:** A release of Covid 19 funds prior to September grant acquittal date was agreed with an appropriate deed of funding to be created and issued to recipients. Moved; A Creagh, Seconded; Ben Page.

c. Grants to clubs and schools – an annual grant concept for clubs and schools was raised, focused on participation in the sport. **ACTION:** further investigation of this concept and development of a proposal to take place, including possible funding/in kind supply sources.

d. Women in Rowing Centenary books. Distribution of the RACT quota was discussed. **ACTION:** One copy to go to Their Excellencies and other copies to go to notables as per the Centenary Dinner list.

e. 2019/20 Pointscore – suggestion that for historical reference, it should be noted in the records that this past season was not a normal season and the pointscore did not see a full season of events. **ACTION:** The Board agreed that the 2019/2020 pointscore should still be awarded regardless of the short season of events. Confirmation that the winner of overall pointscore is Radford, men's winner is Radford, women's winner is ANU. Awards are to be presented at a suitable time in the future.

f. Regatta Sub-Committee Chair – Catherine Bowyer has resigned from this position. The Board expressed thanks to Catherine for fulfilling the duties of this position following her term as a member on the RACT Board. **ACTION:** ANU has two candidates for this position one of whom will be offered the role as soon as possible so the sub-committee can continue to operate and focus on the next plans.

12. Items for discussion:

- a. Rowing Australia Interstate Regatta – early planning in place now for a possible replacement event, tentatively tabled to occur later this year.

13. Items for noting

- a. 2020 Rowing ACT AGM – tentative date set for Monday 21 September.
- b. Rowing Australia AGM – a meeting summary was provided by Alison Creagh. Men's NTC is being upgraded currently.
- c. RACT WTT replacement events program is being explored – a proposal is being worked on. On-water events are also being explored for over winter with a prospective start of July onwards, pending approvals.

14. Other business

15. Next Meeting: 15 June 2020

Meeting closed 8.40pm

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:

COVID-19 Response

a. COVID-19 recovery – future measures including competitions

With the ACT Government beginning to ease restrictions on community sport, there are opportunities for competition to resume provided these are not rolled back. Board to discuss attached virtual indoor rowing competition proposal, as well as a potential return for the Winter Time Trials.

Grants to clubs and schools – COVID-19

As part of the ACT Government's COVID-19 response Rowing ACT received a substantial grant. The Board is asked to consider whether some of this money should be distributed to clubs and/or schools to help them with their respective COVID-19 recoveries, and if so, what conditions would be attached to this.

Grants to clubs and schools - Annual

The Board is asked to consider the implications of an annual grant from Rowing ACT to local clubs and schools. This would be based on some terms and conditions in a deed or MOU that might include:

- the successful completion of a community project, such as a learn-to-row;
- the successful hosting of a regatta;
- BRO and volunteer support;
- Club and school coach support to RACT;
- Support to Masters and/or Open Interstate crew preparation and competition.

In the first year the grants to each club and school would be of the same value. In subsequent years the value of the grants might vary based on performance on the agreed conditions from the previous year.

Women in Rowing Centenary Dinner books

As part of the Women in Rowing dinner tickets Rowing ACT purchased, we now have 20 books looking at the history of women's rowing in Australia to distribute. As the guest list had not been finalised, the Board is asked to consider who these books should go to.

2019/20 Pointscore

The Board is asked to confirm the overall, women's, and men's winners of the 2019/20 pointscore (final table attached).

Regatta Sub-Committee Chair

Catherine Bowyer has resigned from the Chair of the Regatta Sub-Committee. The Board is asked to consider a suitable replacement for the Chair. Advice from Catherine Bowyer is that it would be beneficial for the Regatta Sub-Committee Chair to be drawn from the Board.

Items for discussion:

Rowing Australia Abridged Interstate Regatta

Rowing Australia is looking at the possibility of hosting an abridged interstate regatta, potentially on the same weekend as the cancelled Rower of the Year awards (late November). The Board is asked to consider the implications for the ACT and whether they would support such an event going ahead.

Items for noting:

2020 Rowing ACT AGM

With the COVID-19 pandemic on-going, the Board is asked to begin to consider the arrangements for the 2020 Rowing ACT AGM. Caroline Pijpers, Nick Hunter, Alison Chinn and Catherine Garrington's terms expire at the AGM.