



## BOARD MEETING MINUTES

Via video conference (Zoom) and phone  
Monday 18<sup>th</sup> October, 2021 at 6.00pm

### 1. Attendees:

Board: Alison Creagh (Chair), Kent Peters (Director Finance), Deb Styman (Secretary), Alison Chinn, Catherine Garrington, Neil Smith, Tobias Wehr-Candler, Luke Letcher, Ben Page.

Staff: Sally Clark (Executive Officer), Dave Fraumano (Head Coach)

Congratulations were noted to Tobias and Sarah on the birth of baby Max recently.

### 2. Register of Interests:

Board members are asked to advise any possible conflict of interest relating to agenda items for this meeting. No amendments were noted.

### 3. Acceptance of Minutes

- a. September minutes – Kent moved, Luke seconded.

### 4. Outstanding Action Items:

**02/21** Investigation into concerns related to women/men participating in reciprocal men's/women's events.

**Action:** Consultation with the ACT rowing community has started. Closing date for feedback and voting is the 29<sup>th</sup> of October, 2021. **Update:** Still awaiting responses from several clubs at this stage.

**03/21** Review of "Seat fees" (review name to be confirmed as review covers all regatta related income not just seat fees) and whether regatta costs are being covered sufficiently. Implementation timeline for any changes is proposed to be the 2022/2023 season.

- a. **Action:** Fines and late fees will be re-introduced from next summer season regattas. Sally to run an awareness campaign to clubs.
- b. **Action:** Tobi to co-ordinate consultation with clubs on how the "seat fee" increase will be unfolded (eg incremental, stepped or lump sum up front increases etc). **Update:** Awaiting responses on the other two action items on this point before club consultation commences.
- c. **Action:** Sally to co-ordinate the Infrastructure 'life of type' review – to establish what will need replacement and when. **Update:** Sally has not yet received advice from Edwin Bien regarding the IT regatta infrastructure.

**05/21 Trophies in the ACT**

**Action:** Sally/Alison Creagh to provide advice to the Office of the GG on the options for new trophies.

**06/21 Buoy lines on course**

**Action:** Thank you letter is to be sent to the previous buoy line crew. **Update:** letter sent.

**07/21 Safety Issues**

**Action:** Boat safety – non-standard boats must be inspected and approved by officials prior to entry into any Rowing ACT event. (Noted that ACT BRO resources may not be available to check boats every regatta or event). Sally to advise clubs/schools.

**Action:** BRO development plan to be incorporated into the Rowing ACT Strategic Plan, which is currently under development.

**08/21 LTRC Indoor Rowing EOI**

**Action:** On-going discussions will be progressed with LTRC to determine possible support to Indoor Rowing events/training and participation in the ACT Indoor Rowing Sub Committee.

**08/21 Selection Policy**

**Action:** Selection policy to be prepared ahead of 1 September deadline for publication. Proposed wording as per notes provided by Alison Creagh was accepted. Policy will be published now with this additional wording. Complete.

**08/21 WTT Review and Update**

**Action:** A review of the WTT series is to occur off-line, Sally to lead with Catherine and Alison Chinn assisting.

**09/21 RIA advisory group**

**Action:** ACT nominee suggestions from the Board will be taken at the October meeting once further clarity on the committee purpose is received. **Update:** further work to be done on the group purpose from RA before nominations from ACT are considered.

**09/21 Masters Selection policy**

**Action:** Luke Letcher, Neil Smith and Kent Peters to draft an initial policy for Board review. Pending.

**5. Director of Finance Report (Kent Peters)**

- a. Thanks to Sally for submitting a successful ACT Government Covid grant application. HPP RA grant approved through to December 2021. **ACTION:** The new contract signed for the HPP with RA will be further explained at the next meeting.
- b. Full monthly financial accounts and reports were circulated to the Board prior to the meeting.
- c. RA fleet sale, RACT has purchased one of the RA boats.

- d. Possible further Covid 19 financial assistance to the ACT clubs will be reviewed and considered by the Board in February 2022.

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

- a. Report circulated prior to the meeting. Additional items:
  - a) ACT Government Covid business grant was received this week.
  - b) Regatta subcommittee meeting is pending, to discuss planned regattas prior to Christmas. Board agreed the Regatta Subcommittee should progress and explore all options for these regattas. Regattas will resume from 20 Nov, 2021.
  - c) Buoy line maintenance volunteers – new volunteers have now been appointed.
  - d) Covid-safe plans from clubs – several clubs have still to submit these to RACT. **ACTION:** A Covid Safety Officer and club plan for each club needs to be registered with RACT prior to the next regatta as RACT is required to have the information to support the RACT Covid-safe plan for regattas.

**7. Head Coach Report (Dave Fraumano)**

- a. Report submitted to the Board prior to the meeting.
- b. ACTAS shed is open again now with up to 10 athletes able to attend.

**8. WHS and Safety Incidents Report (Sally Clark)**

- a. One report was received on 15/10/21 from BMRC. A near miss occurred between a BMRC 1x (capsized) and CRC 2x near the Museum. No injuries or damage to boats was reported. Formal incident report from CRC is still to be lodged. Safety reminders will be sent to all clubs/members.
- b. Buoys are missing from Lane 1 on the course and lane 2 – club Presidents will be informed to alert their rowers of this hazard until it can be rectified as soon as possible.

**9. Items for Decision**

- a. Appointments of ACT Representative to the RA Council, RACT Director Finance and RACT Secretary for 2021/2022.
  - a) Secretary – Deb Styman reappointed.
  - b) Director of Finance – Kent Peters reappointed.
  - c) ACT Representative to the RA Council – Alison Creagh reappointed.

**10. Items for Discussion:**

- a. Medals for Summer Regattas (Sally). Special event medals (HotL, ACT Champs, Masters Champs etc). **ACTION:** Championship medals are to be reordered (masters, open and junior). Consultation with clubs to occur on standard regatta medals (or other alternatives).
- b. Sponsorship offer from Wellways Australia. Wellways is a mental health awareness organisation - sponsorship approach in return for attendance at a regattas. Sally to continue to explore this approach.

- c. Schools competing at regattas in 2021 (included in EO report).
- d. AGM – Discussion on community feedback and the planned inclusion of RACT community consultation events each year. Background information will be circulated to the clubs on specific topics, prior to any planned community consultation sessions or stakeholder events.
  - A Strategic Planning workshop with 2 reps from each club and school invited is to be planned before the end of 2021.
  - A second community session will be held at the end of the season – this will be a general session, with several Board specified topics included.
  - Government House event with RACT community invites – may be possible again this year. Details tbc.
- e. Meeting dates for 2022 – the proposed Board Meeting dates in the notes were approved with Dec and Jan meetings to be scheduled with minimised agendas and the January 2022 date is to be changed to 17 January, 2022.

**11. Items for noting:**

- a. Submission to purchase RA boats
- b. Nominations for ACT CBR Sport awards have been submitted
- c. EO Assistant – Sarah Davoren has had a job change and could now be available to assist in the office again. Kirsten is leaving at the end of the month.

**12. Other Business**

- a. WTT winners are to be announced (once point score is confirmed) and a presentation time will be confirmed.
- b. For next Board meeting agenda topics to include: Vice-President, Governance Working Group and Safety Sub-Committee as well as Snedden Hall and Gallop sponsorship proposal.
- c. Draft Strategic Plan contributions from the Board are due by the end of this month.

**13. In camera session (If required)**

Meeting closed – 8.00pm

**Future meetings/events:**

2021 Board Meetings:

- 15 November
- 20 December (TBC)

RA Strategic Forum

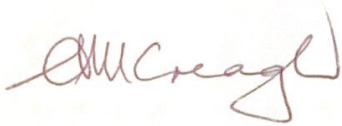
- 21 November (Alison and Sally)

Patron Reception (TBA)

Regattas:

- 20 November
- 4 December
- 29 January
- 5 February

- 19 February
- 5-6 March
- 19-20 March



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**Alison Creagh**  
President Rowing ACT  
19 November 2021

## ROWING ACT BOARD PAPERS

### 1. Items for Decision

#### a. Appointments of Director Finance and Secretary

The board is asked to appoint a Director Finance and Secretary for 2021/2022 after the 2021 AGM. Board members are asked to consider nominating for these roles.

### 2. Items for Discussion:

#### a. Medals in the ACT

The EO recently did a stocktake of the medals in the office. Regular medals were not counted as we have sufficient for another season (and possibly more).

HOL Medals	ACT Championships	ACT Masters Championships
Gold: 160	214	0
Silver: 172	250	164
Bronze: 190	266	51

There is enough HOL medals (just) to get through next season. We don't have enough Masters medals and there is currently no distinction between ACT Championship medals for seniors and juniors. Does this need to be rectified?

Talking to members in the community there is a general opinion that the medals given out at our standard regattas are not valued by school kids or club rowers. The EO has received medals back at the end of the season because of lack of interest.

The EO would like to have a discussion around overhauling the medals at our regattas.

The HOL medals are well received we could consider changing the ribbon each year depending on a sponsorship of that regatta.

The Masters and ACT championship medals are larger and heavier than our standard medal and are well received. Do we want to continue to provide these and do we need a junior championship medal? Do Masters rowers need medals?

What do we do with our standard medals? Do we discard them and start again? Do we need medals at every regatta?

#### b. Sponsorship from Wellways

The EO received an email from Wellways which is a program funded by the Commonwealth Department of Health.

Their program aims to assist people in the ACT bereaved by suicide by helping them access personalised community support pathways. They are looking to spread awareness of their program within the ACT community.

They have a budget of \$300 - \$500 available to use and suggested the following:

Sponsoring the medals for players.

- Sponsoring a 'player of the season' or 'sportsman of the season' award/medal.

- Sponsoring a 'rising talent' award.
- Sponsoring awards/prize for volunteers of the league, such as coaches, referees etc.) this could perhaps be a small gift card depending on the league size.
- Purchasing any new equipment the league may need (such as jerseys, balls etc.)

In return they would be hoping to attend a regatta and set up a stall where we can distribute free flyers, brochures, booklets and other merchandise. They would also be able to talk to any interested audience member and players who would like to know more about their services.

a. Schools competing at Regattas in 2021 (see EO report)

The Board is asked to discuss regattas in 2021 noting the comments in the EO report.

b. AGM – Discussion on community feedback

The Board is asked to comment on community feedback from the AGM and suggest options to address issues that were raised.

c. Meeting dates for 2022

The board meeting dates for 2022 are proposed to occur at the same time each month as per this year's meeting schedule. The board is asked to confirm board meetings for Dec 21 and Jan 22. The board is also asked to consider a planning date for the 2022 AGM.

Suggested dates for board meetings in 2022

Jan 24 (TBC)	Feb 21	Mar 21	Apr 18	May 16	June 20
July 18	August 15	Sept 19	Oct 17	Nov 21	Dec 19

AGM: Monday the 26<sup>th</sup> of September

**3. State Team Selection wording proposal:**

Objective:

To select our most competitive crews for ACT Interstate Crews (Interstate Regatta and Pathway VIIIs) to be nominated by the Rowing ACT Board ("the Board") for representation in the Interstate Regatta and Pathway VIIIs.

Notes:

- a. Development opportunities. Athletes and/or crews who have demonstrated the potential to be competitive and will benefit from the competitive experience to support their future development *may* be identified to compete in nominated interstate events.
- b. Event representation. The Rowing ACT Board and Head Coach *may* identify important events where ACT representation is considered important eg. a key interstate regatta or jubilee event. In this instance the event is to be identified before the commencement of the domestic season. A crew *may* be selected to represent the ACT for the nominated event.
- c. Crew consultation. Crews identified for selection to meet development opportunities or event representation are to be consulted regarding their participation, particularly if the performance of the crew is unlikely to be competitive. Should members of the crew identify that they do not wish to be considered for selection then there is to be no detriment to the athletes.