

**CANOEING VICTORIA BOARD MEETING
MINUTES
Sunday 14 Oct 2007
Recreation House, Westerfolds Park**

1. MEETING OPENED

The meeting opened at 9.35

Gary Flanigan – President (GF)
Tom Hirrschoff – Chair (TH)
Geoff Hindle - Interested Director (GH)
Richard Howard – Independent Director (RH)
Ross Stevens – Independent Director (RS)
Richard Lawrence - Interested Director (RL)
Andrea Boothroyd – Executive Officer – Co (AB)
Sharon Swoboda– Executive Officer – Co (SS)

2. APOLOGIES

Mark Murray – Interested Director (MM)

3. MINUTES OF THE PREVIOUS MEETING

Motion: “That the minutes of the previous meeting be accepted”
Moved: RH. Seconded: GF. Accepted.

4. PRESIDENT’S REPORT:

No Presidents Report tabled.

5. EXECUTIVE OFFICERS REPORT

Executive Officers Report was tabled.

a) Project Assistant.

Due to the amount of work required to execute the funded projects it is requested that project assistant be employed to assist in these projects (SRV and Vichealth projects).

Motion: A project officer(s) can be advertised and employed on a casual/contract hourly basis as long as remuneration is from the funded projects only. A draft contract and job description to be defined.

Moved: GF
Seconded GH
Accepted.

b) Marine Safety Grants applied for:

Marine Safety grants have been applied for the 2007-2008 period. The applications include:

Canoe Polo Launching ramp (next stage from last grant)
5 Sets of Canoes for Education equipment
5 sets kayaks for safety boats at races.
10 power and 10 safety boat courses.
Funding for Safety checklists, procedures and on-site training to be developed and implemented.
Risk and safety Management courses
River rescue course.

Action: Full summary to be included in the Oct Exec Report.

c) Membership Status of Board members.

Reminder to all board members that they must be deemed financial to hold board positions. If this is not the case, please followup with your clubs ASAP.

6. FINANCE

Financial statements were tabled.

Followup Depreciation, Ac affiliation fees, regular administration costs such as workcover, superannuation.

Budget needs to be completed and reported against actuals. SR and RH.

AC Affiliation fees.

Action: Determine 2007-2008 figures as per previous agreement.

Aged Receivables:

Check why \$780 from Anglesea Rec Camp and should this be written off.
Followup on \$2500 from Slalom. Noted that it has been accounted for in Slalom Accounts as paid but it has not been forwarded to CV.
Outstanding Affiliation fees – Tom to followup with Sandra.
Gippsland Kayak Club – Followup on situation.
Other 30 day outstandings. SR
Gross Receipts fro next audit report – split grants.

Audited Financials.

Motion: The board accept the audited financials.
Moved RH
Seconded RL.
Accepted.

7. TECHNICAL COMMITTEE'S

Action: Sharon to draft proposed changes to either Terms of conditions or the constitution to encourage and participation and inclusion on technical committees.

7.1 Slalom

No Report tabled.

7.2 Canoe Polo Committee

No Report Tabled.

7.3 Flatwater

No report Tabled

7.4 Wildwater

No Report Tabled.

7.5 Marathon

No report Tabled

7.6 Recreational/Touring

Recreation / touring pages and structure have been received by working group.
Action: Sharon to upload and provide for review by end of October.

8. STRATEGY

No Report

9. MARKETING

General Discussion regarding involvement / partnership / sponsorship with Delfin Development and the use of their lakes.

Action; Working group to be formed from disciplines to meet twice to discuss issues and possible development of the Delfin lake systems. SS to followup with disciplines / clubs. Objectives of WG to include opportunities available, ideas of how lakes can be used (ie display events, training, club facilities / club home etc).

10. General Business

Yarra Descent

11 Participants at 0.53m water. Successful race in relation to safety and race implementation.

Action. Yarra descent working party to determine new dates and action list.

Action YD to meet and invite Michael Wilson. SS to organize.

AGM

Kidston name needs to be changed in the Report before being published on web site.
– SS

Launching Ramps – Geoff discussed old launching ramps and other possible sites particularly in line with slalom.

Discussions about appropriate list of Launching ramps. Web site publishing and possibilities of Tourism Victoria Funding such a mapping project.

Action: Office to develop and budget project with GH assistance.

Marine Victoria Representative – Carried over to next meeting.

11. NEXT MEETING

Tues 21st August 7.30pm Gary's house.

Meeting closed 11.45pm