

**CANOEING VICTORIA BOARD MEETING**  
**MINUTES**  
**Tuesday 17/06/08**  
**Gary's House**

**1. MEETING OPENED**

The meeting opened at 7.45pm

Gary Flanigan – President (GF)  
Tom Hirschoff – Chair (TH)  
Richard Howard – Independent Director (RH)  
Sharon Swoboda– Executive Officer – Co (SS)  
Andrea Boothroyd – Executive Officer – Co (AB)

**2. APOLOGIES**

Geoff Hindle - Interested Director (GH )  
Richard Lawrence - Interested Director (RL)

**3. MINUTES OF THE PREVIOUS MEETING**

Motion: "That the minutes of the previous meeting be accepted".  
Moved: GH Seconded: RH

**4. PRESIDENT'S REPORT:**

No Report

**5. FINANCIALS**

Tabled and discussed

Action: Followup with the marathon accounts regarding John Jacoby Fund  
MYOB has been installed and Marathon accounts can now be accessed and  
managed.

Telephone bill needs to be accrued under Accrued expenses for 07-08 year.

\$258 out of balance under trade Debtors (check journals). Action SS/SR

Flatwater hasn't send schools information to invoice schools for sprint championships.

Action: Reminder to be sent to Slalom to pay support fees SR

Action: Flatwater and Marathon accounts to be produced by Sandra on a monthly  
basis. SS

Finance report moved RH seconded GF

Marathon: Arrange all expenses to be sent to Marathon for approval then passed  
on to the office for payment.

Michael as a signature with a counter signature from a board member  
MYOB is now installed at the office and accounts can be updated

Remove Connie, include Michael, Ric, Sharon and Andrea

Motion : Executive offices only (Sharon and Andrea) can counter sign discipline cheques up to \$500.

Moved – RH seconded GF

## 6. EXECUTIVE OFFICERS REPORT

Executive officers report tabled.

### 1. University Membership

Motion: 2008/09 offer free affiliation fees to university clubs and offer a \$10 discount for students (not just members) of the uni Clubs. Photocopy of student card would be required to be submitted. This strategy to be reviewed in 2009/10 as to its affect on membership and canoe polo entries. This would be in direct line with the Strategic plan to increase membership and target a specific market.

Pilot project accepted  
Moved GF Accepted RH

### 2. Westerfolds Racking Quote.

It was agreed to reject the quote and take up GF's offer of assistance.

### 3. Masters Games.

A few issues remain outstanding regarding venues, on-line entries etc. GF reviewed funding agreements.

Exposure if cancelled.

\$300 Canoe Polo  
\$400 Marathon  
\$100 Slalom

- River booking won't be decided until September.
- Entries go live in June.
- Can't run slalom at Geelong Falls, currently negotiating running it at dights falls.

Motion: Sign the funding agreement and progress.

Moved RH Seconded TH

### 4. Cheque Signatories

Motion Limits to cheque signatories and amounts as below:

- Bookkeeper and Executive Officers can sign together to a limit of \$500
- Executive Officer (not including bookkeeper) have no limit on the amount they can sign when cheque is countersigned by a board member.

Moved RH Seconded TH

## **7. TECHNICAL COMMITTEE'S**

### **7.1 Canoe Polo Committee**

No report provided.

AGM to be held on Thursday (19<sup>th</sup> June). GF and RH to attend on behalf of CV Board.

### **7.2 Flatwater**

Flatwater Report Tabled:

AGM to be held at the end of July. Nominations are now open for Committee. Board will endorse results from AGM.

### **7.3 Wildwater**

Report provided by Sharon

First race this weekend hosted by Kirinari. Web site and National management still outstanding.

### **7.4 Marathon**

Finances Tabled.

4<sup>th</sup> Race of the season was held at Patterson lakes.

### **7.5 Recreational/Touring**

Web site has been updated, awaiting photos to add to site before final review and release.

### **7.6 Slalom**

Board agreed with the feedback that the Whitewater Stadium should be a higher priority and reflected in the Strategic Plan.

Minutes from previous slalom meeting were tabled.

RFox is seen as a bottleneck for future dates. High performance is the employer, suggested that the Board / CV write to HP and suggest that this is a major factor that should be included in future contracts for this position. Action SS / GF

Action for all disciplines – send budget reminder for next year with new chart of accounts (Summary).

## **8. STRATEGY**

Strategic Meeting planned on Wed 27-6-08. Min of 5 people to run the forum. If less, an invitation to those interested will be offered to attend a Board meeting.

**9. MARKETING**

No Report.

**10. General Business**

Yarra Descent need discipline support before attempting to run.

**11. NEXT MEETING**

29 July

Future meetings: 19<sup>th</sup> August, 16<sup>th</sup> September, 21 October, 18<sup>th</sup> November.

Meeting Closed: 10.59pm.