

**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 (19th 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.

4th 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: 19th August, 16th September, 21 October, 18th November.

Meeting Closed: 10.59pm.