

**CANOEING VICTORIA BOARD MEETING  
MINUTES  
Tuesday 17 November 2009  
Gary's House**

**1. MEETING OPENED**

The meeting opened at 7.45pm

Gary Flanigan – President (GF)  
Tom Hirschoff – Chair (TH)  
Tony Coventry. – Independent Director (TC)  
Sharon Swoboda– Executive Officer – Co (SS)  
Andrea Boothroyd – Executive Officer – Co (AB)

Noted that AB left the meeting at 8pm due to dispute with the Chair.

**2. APOLOGIES**

Richard Howard – Independent Director (RH)  
Andrew Coutts – Independent Director (ARC)

**3. MINUTES OF THE PREVIOUS MEETING**

Motion: “That the minutes of the previous meeting 18<sup>th</sup> August 2009 be accepted”  
Moved: ARC Seconded GF

**4. ACTION ITEMS FROM PREVIOUS MEETING**

- SS to co-ordinate the appropriate paperwork, liaise with Tony and develop and provide the induction pack – To be undertaken
- SS to followup with SR to update the budget - Done
- SS to propose yearly calendar and report back via email for confirmation. Meetings to include open meetings and strategic forum Calendar sent.

**5. PRESIDENT'S REPORT**

Presidents report tabled.

Motion: “

**6. Strategic Areas**

1. Training, Education and Safety

National Marine Safety Committee Draft Standard on Leisure Craft – Update from Tony

National standards for commercial vehicles with a focus on safety briefings at the point of hire. While we don't have equipment for hire in a commercial sense, we have situations where the boats are used with a contribution which may or may not include instruction or member use.

TC recommended that we support and attend the workshop and use the information to improve processes and provide feedback to CV and Club.

**Action:** TC to attend workshop and report back at the next meeting.

2. High Performance

RH and AB have been in discussion regarding the Sprint Budget.  
RH proposed (via email) to accept the sprint budget proposed a loss of \$1000.

Motion: To accept the sprint budget at a loss of \$1000.  
Moved TH Seconded TC.

Nagambie Sprint Regatta. Gary to followup with Andrea regarding additional resources that are to be required at the regatta.

Action: AB to call Gary to finalise any issues.

3. Membership Service  
Nothing to discuss

4. Club Development and Community Development.

GF organizing volunteers for Eildon Challenge and Nagambie.

Discussion that Volunteers support needs focus and a strategy.

Noted that Mars the Challenge is not running in 2010 due to numbers of volunteers from the Ballarat CC.

Action: SS to open discussions with Phil Waters and the Geelong CC about the possibilities and issues of taking up the running of the race and report back to the next meeting.

Noted that Geelong will not be running the Bridge to Bridge due to safety concerns on the lake and lower entrants.

Action: SS to discuss Bridge to Bridge and possibilities with Geelong CC and report back.

- 6 Non Competitive - Active paddling member Development

MSV Grant for Canoe Polo Access Ramp – Ric Update.

7. Competition Development

Feedback from GF was that why sprint regatta's are run on Sat rather than Sunday.

Action: AB to report back on how the surf carnivals where considered in the Sprint Diary.

8. Corporate Governance

Finance Report Tabled prior to the meeting. Proposed forecast budget is currently stated as -\$4000.

SS reported that a number of items in the balance sheet had not been accounted for:

- a) Club Affiliation fees paid in 2008/09 for the 2009/10 year was reversed incorrectly in the new year, difference \$2000.
- b) Membership fees paid in 2008/09 for the 2009/10 year had not been taken to profit. Difference \$3000
- c) Discipline Support fees had not been invoiced in October and are not included in the forecast figures – difference \$2000.

Therefore if the discretionary expenditure meets budget to the end of the year, forecast surplus of \$3000.

This will be confirmed and reported back at the next board meeting.

Motion: State budget objective is to break even.  
Moved: TH Seconded GF.

TH report that Denliquin and Swan Hill will be re-affiliating this year.

9. Market and Communication  
No report

10. Representation and Advocacy.

**Proposed Relocation of Essendon Cricket Club impact on Essendon Canoe Club.**

TH provided updated. Essendon Canoe Club has had meeting with Council where some of their issues were being addressed. The main issue is access to the club and parking for the canoe club. The Council will re met with the Canoe Club to discuss the unresolved issues. TH will attend as a CV representative.

Action: TH to attend meeting and report back.

Email of first meeting was sent yesterday to SS.

Action: SS to forward email to board for information.

Resolved that the Council should be invited to the next event at the club. GF to be involved in this strategy.

**Representative on ORC Board**

Suggested that if time permits, TC be nominated to be on the ORC board to promote the AC safety guidelines and ACAS structure as well as inputting into the general outdoor industry.

If TC cannot attend due to commitments, suggested that TH be nominated and TC run / input specific projects with ORC.

Action: SS to find out when the ORC meetings are held and report back to TC and determine nomination process.

Action: SS to provide TC with a update on the ACAS situation.

11. General Business.

Xmas Lunch starting time 12noon.

Board Timetable. SS discussed commitment from the Board to meet with the Office to discuss and be updated on their portfolio issues. Board members can commit to certain dates and have them in the timetable or negotiate with the Office.

**Next Meeting – Discipline meeting.**

Action: SS to invite a representative to the Board meeting in December to discuss any issues the disciplines would like to highlight to the board.

**Eildon**

SS provide the Board with an update on the Eildon Challenge. Volunteers will be sent (if not already) a brief on the race and information required. Budget will break even or -\$300

excluding labour which will be covered by the Recreation/touring budget. CFA and the Coast Guard boats will be available and a lightning emergency procedure has been developed due to the high risk of forecast thunderstorm.

SS to organize raffle tickets to be distributed to the Board for purchasing prior to Eildon event.

SS provide a verbal update on the AC AGM and Strategic Forum. A written report will be done and sent via email to the board.

**Letter from Dasha K was presented at the Board Meeting.**

Action: SS to draft a response with the direction that it will be addressed in the strategic planning for the future of Canoeing in Victoria and add it to the agenda of the national education committee.

Meeting Closed: 10.25pm