

**CANOEING VICTORIA BOARD MEETING**  
**MINUTES**  
**Tuesday 18<sup>th</sup> August 2009**  
**Gary's House**

**1. MEETING OPENED**

The meeting opened at 7.50

Gary Flanigan – President (GF)  
Tom Hirschoff – Chair (TH)  
Andrew Coutts – Independent Director (ARC)  
Sharon Swoboda – Executive Officer – Co (SS)  
Andrea Boothroyd – Executive Officer – Co (AB)

**2. APOLOGIES**

Geoff Hindle - Interested Director (GH )  
Richard Howard – Independent Director (RH)

**3. MINUTES OF THE PREVIOUS MEETING**

Motion: “That the minutes of the previous meeting (21<sup>st</sup> July) be accepted”  
Moved: GH Seconded ARC

Motion: “That the minutes of the previous meeting (13<sup>th</sup> Aug) be accepted with the amendments (as prescribed by AB).  
Moved: GH Seconded ARC.

**4. PRESIDENT’S REPORT:**

No report

**5. FINANCIALS**

Financial reports were tabled. SS stated that they will be represented at the next meeting as they have not been reconciled.

Action: Develop the standard chart of accounts across the disciplines and standard budget reporting. SS.

Discussion that it will take 2 years before similar processes are implemented across the disciplines as they are with the Admin accounts now.

Marathon financial reports had been sent out prior to the meeting.

Andrea addressed the issue of Patterson Lakes running the 5 & 10km regatta. Due to the lack of resources to run the race, Andrea offered the race to the Marathon committee, but that Patterson Lakes offered to run the race. As a result, it was rebranded as a club regatta rather than the 5/10km champs.

Action: Readjust the 1628 – Ramp amount to be dated the 30<sup>th</sup> Jun 10 to remove from the Receivables.

Action: Print the receivables / payables as per the date of the meeting rather than the

Motion: Financial reports be accepted.  
Moved: GH, Seconded GF.

**6. Executive Officers Report**

## **Recreation**

Web site – New web site [www.paddlevictoria.canoe.org.au](http://www.paddlevictoria.canoe.org.au) has been developed. Screen dumps were shown to the board. Proposal that the web site be self funding via the Industry Membership proposal and advertising

## **Industry Membership Proposal.**

General discussion on the direction on engaging the industry partners and corporate sponsors. Support for the direction and understanding of the products.

Action: ARC, Andrea, Sharon and Catherine to meet to discuss the concept and develop the proposal further.

## **Yarra River Map project:**

SS provided an update on the project which is an update on the an old map that provides “in’s and outs” of the river from Homestead Rd to the City, plus education and indigenous education. This is in conjunction with an individual “yarra challenge” which will encourage the use of the river, engage with CV and

## **Projects:**

Paddle power / Kayaking in a pool. SS provided an update on the paddle power project and the links through the disciplines

Eildon Tri-athlon

SS provided an update on the Eildon Tri (Bush Tri) and the potential conflict with the Urban assault.

## **Working with Children Check.**

For those engaged in activities with children, Jun 2010 is the deadline for the working with children check to be achieved.

Issue: Does the board want to consider any additional conditions on members, coaches etc regarding the working with children check.

Position of some members of the Board is that all those in any position, should have a working with children check. Lively discussion was undertaken with the following positions to be developed and discussed further with the board via email.

- All Victorian coaches and officials, as part of their accreditation, and Victorian team managers in all disciplines will have a working with children check.
- "As of September 2009, all Victorian based applications for AC coach or official accreditation (including re-accreditation) must include a satisfactory Working with Children (WWC) Check. By 30 June 2010, all AC accredited coaches and officials in Victoria will be required to have a satisfactory WWC Check. From 30 June 2010, continued passing of the Working with Children Check is required for the accreditation to remain valid."
- All Instructors employed by Canoeing Victoria irrespective of whether they are working with Children or not, will be expected to hold a valid and checked working with children check.
- A proposal for increasing the education of the clubs regarding their children / risk management, employment of coaches and instructors and checking their working with children check and implementing policies around the working with children issues.

- Discussion with AC whether the ACAS awards should include an appropriate state based “Working with children check”.

### **Indigenous Project**

Andrea provided an update with the indigenous project.

### **GECKO**

Notification to the board that GECKO will not be affiliating this year due to a lack of interest in keeping the club running. All membership forms were forwarded to the old members and a number of those have re-joined with other clubs.

### **Surf Lifesaving model**

SS discussed the possibility of engaging a surf-lifesaving club as an affiliated club. Discussion around marketing our products better rather

### **Murray Marathon Membership.**

SS will email the board the proposal for the Murray Marathon membership which will be a capped number of members at \$25 which will provide the 24/7hr insurance, access to the access to the races (except the vic champs and national events) and potential clinics.

## **7. Technical Committee Reports**

Slalom AGM – will be held on the 24<sup>th</sup> August .

Sprint TC – High performance / Certified Training Club. Mercantile club is being audited this weekend. Geelong – next month. Fairfield and Patterson Lakes have also expressed interest.

Sprint needs equipment. Equipment policy has been drafted and will be implemented in the sprint discipline. Policy includes priority to CTC’s and maintenance fees to ensure sustainability.

Gary suggested a number of avenues including the Department of Justice for fine donations.

Buoyed venues are also required. Schools have identified that they won’t race unless the courses aren’t buoyed. Discussion regarding costs and alternative options to increase the number of buoyed courses. Major sticking point is the price for the course.

Action: AB and ARC to investigate possibilities with Parks and Carrum rowing club.

Proposed that GF, ARC and Andrea form a sub committee to find recruits to populate the sprint committee.

## **8. General Business**

## **9. NEXT MEETING**

Meeting Closed: 10.25pm , Next Meeting: AGM.

## **Membership Category - Supplier, Industry Partner, Retailer**

The purpose of this category is to

- a) develop relationships with the retail, supplier sector
- b) provide membership benefits to members
- c) increase attractiveness of membership to potential new members
- d) provide income stream to support the Paddle Victoria website and other Canoeing Victoria activities
- e) improve the attractiveness of Canoeing Victoria as a sponsored product
- f) raise the profile of Canoeing Victoria and Paddle Victoria brands

Currently Canoeing Victoria has a number of avenues for providing benefits to the retail sector that no other organisation can offer.

- a) direct contact with members
- b) naming rights to events and activities
- c) web presence on two portals for canoeing
- d) branding and positioning
- e) link by association with Government bodies such as VIC Health, Sport & Recreation Victoria, AIS.

In the future through the development of this membership category we should be able to have a regular income from the suppliers, increase the levels of membership and provide

### **Levels of Membership & Benefits**

#### **Tier 1**

- a) a direct link on Paddle Victoria website or Canoe Vic Website
- b) promotion of offer of discount to attract members to products (min offer 10%)

#### **Tier 2**

- a) a direct link both Canoeing Victoria & Paddle Victoria website
- b) Advertorial on Paddle Victoria Website
- c) Front Page position for one month per annum on Paddle Victoria or Canoe Vic website

#### **Tier 3**

- a) Front page position for one month on both Canoe Victoria and Paddle Victoria
- b) a direct link both Canoeing Victoria & Paddle Victoria website
- c) Advertorial on Paddle Victoria Website
- d) Nominated as a sponsorship on one Discipline and/or Canoeing Victoria event

#### **Tier 4**

- a) Front page position for one month on both Canoe Victoria and Paddle Victoria
- b) a direct link both Canoeing Victoria & Paddle Victoria website
- c) Advertorial on Paddle Victoria Website
- d) Naming rights sponsorship to one Discipline event and/or Canoeing Victoria event

### **Proposal**

For Tiers 3 & 4 a % of the money will need to go directly to the Discipline to support their event and in return the disciplines would be relinquishing the rights to go out and seek sponsorship for their events OR any sponsors they go out and get must fall into the categories we are putting forward.

It is expected that it will take a few years for the sponsorship and tiering to work and in the first year we would have the discretion to provide privileges to companies that are currently supporting the disciplines.

