



**CANOEING VICTORIA BOARD MEETING
MINUTES
Tuesday 16 July 2013
Canoeing Victoria, Templestowe**

1. Meeting Opened

The meeting opened at 7.42pm

2. Present

Gary Flanigan – President (GF)
Tom Hirschhoff – Chair (TH)
Tony Coventry – Independent Director (TC)
Lawrie Chenoweth – Independent Director (LC)
Connie Todaro – Interested Director (CT)
Andrea Boothroyd – Co-Executive Officer (AB)

3. Apologies

Catherine Gardner-Gaskin – Independent Director (CGG)
(Dialled in for Murray Quad discussion)

4. Good Governance Review – Development of Board Action Plan

Peter Hanlon from vicsport highlighted resources to support the implementation of the proposed action plan including:

- ourcommunity.com.au
- Club Help
- Bowls Victoria website
- vicsport Good Governance website
- www.pilch.org.au

The Board discussed priority actions arising from the review. These are listed below.

Action: AB to include changes to the format of the Board meeting agenda on future agendas. Agenda to be reviewed at start of each meeting and points for discussion to be marked.

Action: AB to put copy of CV Constitution in Board Dropbox.

Action: GF, with assistance from TH, to review and update CV's Constitution.

Action: AB to email Board member terms of delegation to CV Board members.

Action: CT & TC with voluntary assistance from Peter Hanlon to review Board member role descriptions.

5. Murray Quad

CGG joined the discussion via phone. CGG reported that Sharon Swoboda will update the event plan by Monday 22 July. CGG is working with Tim Roadley to complete the application for Significant Events Funding.

6. Australian Marathon Championships 2014 Host Agreement

CT reported that she is negotiating the changes proposed by CV.

Action: CT to finalise draft of Host Agreement with AC and circulate to CV Board. GF to sign Host Agreement.

7. AC Life Members

Action: All forward any ideas for nominations for AC Life Membership to AB to coordinate.

8. Minutes of the previous meeting

Motion: That the minutes of the meeting on 25 June 2013 be accepted.

Moved: GF. Seconded: CT.

Motion: That the minutes of the extraordinary meeting on 30 June 2013 be accepted.

Moved: LC. Seconded: TC.

9. Issues arising from the minutes of the previous meeting

Refer to Action Management Report.

10. President's Report

No President's report was tabled.

11. Executive Officers Report

The Executive Officer presented the financial reports for Administration.

Action: GF to develop 'template' paragraphs for clubs to insert in their constitutions to ensure they comply with the CV Constitution.

12. Subcommittee Reports

Safety risk management subcommittee:

Refer to safety risk management subcommittee minutes in the dropbox.

13. Meeting Closed

The meeting closed at 10.06pm.

14. Next Board Meeting

13 August 2013 (note this is the 2nd Tuesday of the month).

Strategic Item: 2013-14 Budgets. Volunteer Policy.