BOARD MEETING
Royal Sydney Yacht Squadron
Wednesday 18 November 2009 6.30PM

MINUTES

Attendees: Andrew Rowley (Chairman), Norma Perry, Stephen Handley, Greg James QC, Tim Clare, Chris Noel, Peter Trives, Bryan Weir, Wade Hewitt (Councillor) and Christian Renford (CEO)

Visitors: -

Apologies: - Joe Zammit, Georgie Lee (Operations Manager)

DRAFT

Rowing Australia Strategic Forum and AGM

Wade Hewett provided an overview on recent activities of the Rowing Australia Board and the Rowing Australia Council in the lead up to the 2009 Rowing Australia Strategic Planning Workshop and Annual General Meeting.

W Hewett provided an overview of the probable voting intentions of member states and indicated that it is unlikely that the nomination to the Rowing Australia Board of Ken Baxter would be successful at the coming Annual General Meeting.

Subsequently, W Hewett tabled his resignation letter as Councillor for NSW to Rowing Australia.

The Board accepted the resignation letter and thanked W Hewett for his commitment and efforts as NSW Councillor over the past three years.

W Hewitt left the meeting.

The meeting further debated the probable voting intentions of member states at the RA AGM. With the aim of foster constructive national relationships towards the 2010 RA Annual General Meeting, a review of RNSW's current national strategy is required.

Action – ALL

The following people confirmed their attendance at the November 2009 Strategic Planning Workshop and Annual General Meeting:

1. A Rowley (Strategic Forum)
2. N Perry (Strategic Forum / AGM)
3. C Noel (Strategic Forum)
4. C Renford (Strategic Forum / AGM)

Motion: To appoint A Rowley as Councillor for NSW to Rowing Australia, and attend the 2009 Annual General Meeting.
Moved: S Handley Seconded: N Perry
Motion carried

The meeting further noted that A Rowley was not able to attend the 2009 Annual General Meeting of Rowing Australia and resolved for Norma Perry to attend in proxy.

Action – CEO to inform Rowing Australia

1. Previous Meetings Minutes

Motion: To accept the minutes of the 21st October 2009 Board Meeting and the minutes of the 21st October 2009 Board Panning Workshop as true and accurate record of the meeting.
Moved: G. James Seconded: P Trives
Motion Carried

2. Business Arising Previous Meetings

N/A

3. Correspondence

The CEO tabled the following incoming correspondence:
3.1 Board Memo – Wade Hewitt
3.2 Bridge to Bay Alliance

Action 1 – CEO to respond to Bridge to Bay Alliance:
- *Acknowledging the letter*
- *Seeking advice on how the BTBA intend to regulate the area surrounding the exclusions zones of the new Iron Cove bridge for commercial and recreational vessels.*

S Handley expressed his concerns about rowers safety on the Parramatta River and Sydney Harbour as a result of increasing presence commercial and powered pleasure craft.

The meeting debated growing safety concerns throughout Sydney and the need for efficiently documenting and tracking reports of incidents on the river/harbour.

Action 2 – CEO to explore feasibility of incident reporting options for schools and club. Presentation at the January 2010 meeting.

4. Finance Reports

The CEO tabled the following financial reports
- Receivables Reconciliation as at 31-10-09
- Reconciliation Report (outstanding cheques and deposits)

The CEO also tabled the monthly analysis of the budget as at 31 October 2009. The CEO noted the revised formatting of the 2009/10 budget into the three primary business units:
a. Operations
b. High Performance / Development
c. Administration

Motion: To accept the financial statements as presented.
Moved: G James Seconded: N Perry
Motion carried

The CEO reiterated the issues to date surrounding the ineffective use of financial services provided by the NAB. The CEO and P Trives provided an overview of a meeting with representatives from St George Bank tabling the "Proposal for the Provision Of Banking Solutions"

Motion: to transfer RNSW's banking services from NAB to St George
Moved: C Noel Seconded: N Perry
Motion carried

Action – CEO and P Trives to continue negotiations with St George re transferring RNSW's banking services from NAB to St George

5. Publication and Dissemination of Board Minutes

The CEO tabled a discussion paper detailing mechanism for the publication of all future Board Meetings, AGM and General Meetings minutes on the RNSW website, with the aim of demonstrating ongoing openness and transparency about the Boards operations, and providing an overview of good governance practices that the Board adheres to.

Motion: to publish Minutes of the Board, General Meetings and Annual General Meetings on the RNSW website
Moved: G James Seconded: N Perry
Motion carried

Action – CEO update RNSW website

6. RNSW Office – Recruitment update

The CEO updated the meeting on the recruitment of RNSW staff:

Administration Officer –. The CEO confirmed recruitment process has concluded that Melissa McCormack has accepted the position and is expected to commence from 26 November 2009.

Action – CEO to forward M McCormack CV to the Board

Development Officer - Applications for the Development Officer position have now closed. Interviews have been scheduled for 23-24 November.

The Steve Handley updated the meeting on status of the NSWIS Head Coach recruitment process. No suitable candidates have been identified as yet.

7. RNSW Office/CEO Report

The CEO tabled the Staff Operational report. The report provided an overview of issues/actions that RNSW and NSWIS staff are actioning for the month preceding the Board meeting.

The CEO noted that the development of a strategic plan and then business plan in due course will allow for more accurate measurement of attainment of staff/organisational KPIs. Reporting against the agreed KPI's should be done quarterly.

Action – CEO to develop a "12 month agenda" for the Board.

8. Notification of Transfers

The following notification of transfers has been received in November 2009.

First Name	Surname	From Club	To Club
Chanel	Curko	Sydney Rowing Club	Sydney University
Simon	Audas	UNSW Rowing Club	Sydney University
Benjamin	Farnsworth	Newcastle Rowing Club	Newcastle University
Olivia	Heath	Mosman Rowing Club	Leichhardt Rowing Club
Boesch	Andreas	Drummoyne Rowing Club	Macquarie University
Joseph	Turrin	Sydney Rowing Club	Sydney University
James	Chapman	UTS Rowing Club	Sydney Rowing Club
Liam	James	Sydney University	Balmain Rowing Club

The above transfers were noted and accepted.

8.1 Revoke the determination of Georgia Katene-Moana application for transfer made that the 21 October meeting from Nepean RC to Leichhardt RC

8.2 Interstate transfer from QLD to NSW by Alexander Belonogoff has been approved by Rowing Australia.

9. General Business

9.1 December Board Meeting

The meeting resolved to not meet in December. Next meeting of the Board is 20 January 2009.

9.2 Rowing Victoria

C Noel noted that a meeting has been scheduled for Friday 27 November at the Head of the Yarra, with members of the Rowing Victoria Board. The aim of the meeting is to promote more regular communication between SSO's. Specifically the meeting will schedule with RV and overviewed the agenda to be discussed at the meeting

- Grade Championships
- Coordination of NSW and Vic and possibly Qld regatta programs
- Events
- respective roles of the RA and the SSOs

The CEO, A Rowley, and C Noel will be in attendance at the meeting.

9.3 Crawford Report

The meeting noted the release of the Crawford Report – The Future of Sport in Australia. The meeting further noted Rowing Australia two press releases on the report and confirmed that no public comment was warranted from Rowing New South Wales.

Meeting closed – 9:15pm

Next Meeting - 20 January 2010 @ 6:00pm
Royal Sydney Yacht Squadron, Kirribilli