



**BOARD MEETING**  
Royal Sydney Yacht Squadron, Kirribilli  
Wednesday 19 October 2011 at 6:25pm

**MINUTES**

**Attendees:** Ivan Adlam (President), Joe Zammit, Bronwen Watson, Andrew Gannon, Deanna Fekete and Christian Renford (CEO)

**Apologies:** Stephen Handley, Chris Noel and Bryan Weir

**Visitors:** Tony Blower (Regatta Operations Manager)

**1. Welcome**

I Adlam welcomed all to the meeting of Rowing New South Wales Inc. I Adlam welcomed Deanna Fekete to her first Board meeting and congratulated Deanna on her election at the 2011 Annual General Meeting.

**2. Confirmation of Minutes and Business Arising**

2.1 Previous Meetings Minutes

Motion: To accept the minutes of the 21 September RNSW Board Meeting as true and accurate record of the meeting.

Motion Carried

2.2 Business Arising

The CEO tabled the Board action sheet.

A verbal update on the status of pending items to be actioned from previous minutes was provided.

**3 CEO Update**

3.1 CEO Report

The CEO report for October was tabled. This report summarised the activities of RNSW programs and initiatives from the period 16 September to 14 October 2011:

a) Development Camps

2011 series of Development Camps have been successfully completed. This was the second year that RNSW has conducted schoolboy and schoolgirl development camps. This year a masters camp was introduced to the program.

The camps received very favourable feedback from all attending coaches, athletes and most clubs:

*Action: Sport Development Officer to review the increased demand for RNSW facilitated Development Camps with the view to offer further opportunities for the 2012/13 season*

b) Regattas

The following regattas have been conducted in this reporting period.

Regattas	2010			2011		
	Entries	Seats	Athletes	Entries	Seats	Athletes
NSW Spring Regatta	48	855	356	48	819	356

c) Sydney International Rowing Regatta

- Volunteer Information Session was conducted on 5 October 2011 at Leichhardt Rowing Club. Attendance was slightly down on anticipated numbers (approximately 25 people) over 95 people have submitted an online EOI form to volunteer at the 2013 Regatta.
- A Cocktail reception hosted by Destination NSW has been proposed. The objective of this function is to invite key members of the corporate world to introduce them to the event and invite sponsorship opportunities.
- An event website including the look and feel will be finalised by early November 2011. This will be in time for the Rowing Australia Delegation to present promotional and event specific material at the FISA coaches conference in Varese, Italy in November 2011

d) ROMS Evolution Steering Committee

The ROMS Evolution Steering Committee has continued to investigate the preferred the US based RegattaCentral system to determine its suitability for use in Australia as a replacement for the existing ROMS system.

Each state has been requested to trial the RegattaCentral system for a head race or time trial only. RNSW has identified the Head of the Parramatta.

Each functionality trial will be assessed against predetermined success criteria, and the results and comments received will further inform the final determination of the preferred national system. The Steering Committee has proposed an indicative process and timeline for determination of this ultimate direction, including:

- Presentation of a progress update (including outcomes of functionality trials and financial analysis) at the RA AGM. It is anticipated that a direction will be presented to the Council for endorsement
- It is also anticipated that, following the conduct of functionality trials, the completion of a financial analysis and discussion with the RA Council, a final decision on the ultimate direction for the future National system will be made by the RA Board at its Meeting of December 14th 2011.

4.1 Finance Report and Balance Sheet

The CEO presented a detailed report on the management of accounts and Balance Sheet as at 30 September 2011 including assessment of the first

quarter for 2011/12. The CEO highlighted the following items within each business unit:

- i. Operations – Q1 finished up \$7,000 over budget due to King’s Cup deposit being paid and Regatta Secretary’s leave being paid out on termination. September also consisted of three pay periods. Expenses for September are in line with budget.
- ii. Administration – Income for both Q1 and September finished above budget due to an increase in membership revenue.(increase in Metropolitan Juniors). Administration Expenses for September are in line with budget, excluding allowance for 3 pay periods in September. Expenses for the quarter are down slightly.
- iii. Development - income for September is above budget due to high attendance rates at both School and Masters Development Camps and coaching courses. Development expenses are slightly up in September due again to high attendance at camps and courses but fall under budget for the quarter.

## **5 Board Matters**

### **5.1 Regatta Operations Manager Update**

T Blower tabled the minutes for the inaugural meeting Regatta Commission in its new format. T Blower confirmed that the first meeting was primarily summarising the scope of the commission and identifying noted strategic issues requiring attention. The Commission's second meeting will prioritise those strategic issues requiring attention, whilst maintaining focus on immediate planning requirements for the 2012/13 season

The meeting requested that the Regatta Commission consider the development of a coordinated NSW schools regatta calendar (excluding AAGPS) in its strategic priorities.

*Action: T Blower and Regatta Commission*

### **5.2 Board Casual Vacancy**

Three applications for the Board Casual Vacancy were received in accordance Section 35 of the RNSW Constitution

The meeting was encouraged by the very high standard of applicants and resolved to appoint I Adlam (President) and B Weir (Deputy President) to review the nominees and report their recommendation to the Board for ratification via e-mail

The CEO noted Section 35(2) of the constitution that requires the Board “not earlier than 21 days nor later than 42 days after such notification, appoint a Registered Member from among those nominated to fill the casual vacancy”.

Motion: To appoint I Adlam and B Weir to review the nominees and report their recommendation to the Board for ratification via e-mail.

Motion Carried

*Action: I Adlam and B Weir*

### 5.3 RNSW Social Media, Blogging and Internet Guidelines

The CEO tabled the draft RNSW Social Media, Blogging and Internet Guidelines.

With the increasing use of social media by RNSW (and RNSW members) industry best practice requires sporting organisations to provide additional guidelines on the expectations for how social media and the internet should be used by their members. Rowing NSW presently uses social media to engage with supporters, promote the sport of rowing, individual athletes and communicate with the general public and media.

The proposed guidelines were based on the Swimming Australia social media policy. The RNSW Social Media, Blogging and Internet Guidelines have been reviewed and endorsed by RNSW Hon. Solicitor Torquil Murray.

Motion: To endorse the RNSW Social Media, Blogging and Internet Guidelines as tabled.

Motion Carried

*Action: Administration Officer to publish on the RNSW website and Facebook profile*

### 5.4 Outgoing Correspondence: Australian Women's 8+

I Adlam tabled RNSW letter to Rowing Australia (08/10/11) regarding the possibility of an Australian women's eight being considered for the 2012 London Olympic Games, and response from RA (12/10/11)

The meeting discussed the RA response and confirmed that no further formal correspondence is required on this matter.

### 5.5 28/09/11 Circular Resolution – 2012 Event Requirements

The 2012 Event Requirement: Coaches, was circulated to the Board via e-mail on 28/09/11 for the Interstate Regatta as recommended by the Competition Commission.

The Board adopted via circular resolution the 2012 Event Requirement: Coaches

*Action: Sport Development Officer to publish on RNSW website and distribute to clubs and schools*

## 6 **General Business**

N/A

Meeting closed - 7:55pm

Next Meeting:

- 9 November 2011 @ 6:30pm – Board Strategic Planning (Leichardt RC)
- 16 November 2011 @ 6:30pm – Board Meeting (Kirribilli)