



BOARD MEETING
Royal Sydney Yacht Squadron, Kirribilli
Wednesday 23 May 2012 at 6:30pm

MINUTES

Attendees: Ivan Adlam (President), Bryan Weir (Deputy President), Andrew Gannon, Stephen Handley, Chris Noel, and Christian Renford (CEO and Secretary)

Apologies: and Bronwen Watson (Leave of Absence) Deanna Fekete, Sam Crosby and Joe Zammit

1. WELCOME

7:00pm - I Adlam welcomed all to the May Board meeting of Rowing NSW Inc.

2. CONFIRMATION OF MINUTES AND BUSINESS ARISING

2.1 Previous Meetings Minutes

Motion: To accept the minutes of the 18 April RNSW Board Meeting as a 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. The meeting further discussed:

- Agenda and Structure of the Presidents meeting:
The communication process surrounding the Regatta Forum (13 June) and Treasurers Meeting (30 May) has been effective and received positive feedback to date

The Board resolved to reschedule the Presidents Meeting after the Regatta Forum and Treasurers meeting. Late June / early July were identified as an appropriate time to reschedule. Agenda items for presentation and discussion to include, but not limited to:

- 2011/12 season in review
- Challenges ahead

The meeting confirmed that invitations should be extended to Club Presidents, nominated club/school delegate and former Vice Presidents.

3 CEO UPDATE

3.1 CEO Report

The CEO report for May was tabled. This report summarised the activities of RNSW programs and initiatives from the period 16 April to 17 May 2012:

a) Regattas

Only one regatta was conducted in this reporting period.

	2010/11			2011/12		
RNSW Regattas	Entries	Seats	Athletes	Entries	Seats	Athletes
NSW Masters Champ's	843	2477	605	820	2394	591

b) Membership

Memberships as at 18 May 2012

	July 10 to May11	July 11 to May12	Total: 2010/11
Metro Comp	855	883	863
Metro Jnr*	1785	1935	1788
Regional Comp	349	362	350
Regional Jnr	272	378	273
Supporting	148	75	150
Official	-	280	-
AAGPS Jnr	642	495	642
Recreational	-	103	-
Patron (10/11 only)	80	80	80
	4131	4591	4146

*includes 2010/11 School competitors

- Memberships received as of 18 May will be rolled over to the 2012/13 season

c) Presentation Dinner Format – 2013 and beyond

The 2012 Annual Presentation Dinner was successfully conducted on 16 May at Sydney Rowing Club. Based on feedback from the 2011 function, modifications were made to the schedule so to ensure the night finished earlier. This change was well received by those attending.

The CEO noted the number of members attending the 2012 function were down from previous years. Promoted extensively to the membership, significant challenges existing in “convincing” members to attend, with staff spending time calling people personally, attendance is primarily linked to the receipt of an award.

RNSW allocates approx. \$2500 to subsidise this function – trophy engraving, plaques, special presentation framing etc.

The CEO recommended further consideration regarding the intent of the function and its relevance to the membership. Feedback should be canvassed from those clubs and schools that didn't attend the 2012 function as to why, and what would attract them to a function of this type.

Action: Ian Evans to review function format and scheduling

d) Northern Rivers Rowing Association

The CEO and President have recently met with NRRA, the North Coast Academy of Sport and Grafton Rowing Club, with a view to gain a greater understanding the challenges and needs of rowing in the region.

Rowing NSW has played a greater administrative role within the collecting and disbursing seat fees for all regional regattas. This has reduced the volunteer work load and has been a well-received initiative.

Areas identified that Rowing NSW can provide greater assistance is with:

- a) coach education
- b) possible assistance with development camp opportunities.

These will be explored further in the coming months by the Sport Development Officer and accounted for in planning for the 2012/13 season

Action: Ian Evans to schedule in consultation with regional associations

e) Rowing NSW Office

RNSW staff are working at capacity based on current job descriptions and additional tasks requested by the CEO to cater for the increased output. The management of staff annual leave and days in lieu has suffered accordingly.

It is envisaged that the new position would commence at Rowing NSW in July 2012 to address this issue. The resulting organisational restructure would see the existing Communications Officer position become redundant.

Additional finances to support a new administrative position in the office have been identified, and will be accounted for in the 2012/13 budget. A preferred candidate has been identified and a publicly advertised recruitment process is not required.

4 FINANCE REPORT

4.1 Finance Report and Balance Sheet

The CEO presented a detailed report on the management of accounts and Balance Sheet as at 18 May. The CEO highlighted scheduling and permanent budget variances, highlighting the following items within each business unit:

- i. Operations: income is in line with budget for April and approximately \$50,000 ahead of budget YTD due to increased seat fees forecasted. Expenses are under budget for the month however increases are above budget YTD mainly due to increased SIRC venue hire rates, and additional aquatic rescue services at SIRC regattas. Meetings with SIRC management and the Department of Sport and Recreation have seen credits agreed to regatta fees and charges – exact amounts expected to be finalised in the coming weeks
- ii. Development: with the changeover in staff, there has been limited activity in the reporting period for Development. \$5000 contribution from the Steptoe

Trust to the Youth Cup has not yet been received, now expected in June. No coaching courses conducted as scheduled for this period.

- iii. Administration Income: is in line with budget for April and approx. \$30,000 ahead of budget YTD. Expenses are also in line with budget for April however YTC are approx \$40,000 ahead of budget offsetting positive variances achieved in income.

The consolidated P&L YTD remains \$30,000 behind budget. Unbudgeted expenses in Operations, specifically increased SIRC fees and charges and appointment of aquatic rescue at all RNSW Regattas will have a negative affect the end of year surplus. It is unlikely that RNSW will achieve the \$30,000 forecast surplus, however a loss is not expected.

B Weir highlighted that resultant from the organisational restructure from NSWRA to RNSW, there is a need to give further consideration to Rowing NSW Inc's relationship with the LE Steptoe and Ted Bromley (NSW) Trusts

Action: B Weir

5 BOARD MATTERS

5.1 Selectors Recommendations - 2012 Youth Cup Team

The Selection Panel's recommendation for athletes to represent NSW at the 2012 Australian Youth Cup Regatta was tabled. The CEO noted that the Competition Commission have reviewed the selection process and endorsed the recommendations of the Selectors with the following notes:

- coxswains have yet to be selected as insufficient boats were available at the Selection Trials for testing. Coxswains have been requested to be available for the June long weekend camp. It is proposed that each cox will spend some time in the crew before final selection.

COACHES

Lead Men/ Head Coach: Steve Luker (UTS)

Assist Men: Lachlan Carter (SRC)

Lead Women: Chris Holliday (Loreto Kirribilli/ Mosman)

Assist Women: Tom Cartmill (SUBC)

Intern: Matt Rockell (Macquarie Uni)

MEN'S TEAM

M2- Ed White Tom Gunton

M2- Jack Hargreaves Peter Koster

M1x Rory Glover Ross Jarvis

MLW1X James Chuter Harry Foxtton

MLW1X Reserve; Josh Taylor

WOMEN'S TEAM

W2- Leah Saunders Coco Bryant

W2- India Evans Genevieve Horton

W1X Kiri English-Hawke Candice Williams

WLW1X Sophie Jerapetritis Stephanie Harper

WLW1X Reserve; Emma Wilson

5.2 Finance and Audit Committee

The RNSW Finance and Audit Commission met on 23 May to discuss the range of fees and charges that are set by the Association. The objective was to review the draft 2012/13 Draft budget and look at the fee structure to try and deliver a revenue schedule of charges that is equitable to all.

The CEO tabled the draft budget and updated the meeting on the Finance and Audit Commissions recommendation for association 2012/13 fees and levies

Following the treasurers meeting on 30 May, the budget and association fees and charges for 2012/13 will be tabled at the June Board meeting for ratification.

5.3 Schools Associations – ISRA / CRS

The CEO noted that discontent from some independent rowing school programs in the scheduling and format of the Independent Schools Rowing Association (ISRA) regatta has resulted in an alternate regatta and governance model, the Combined Rowing Schools Association (CRS), being proposed.

The CEO tabled:

- Discussion Paper on Changing the Format of the ISRA Regatta
- Combined Rowing Schools Association Inc.(CRS) draft constitution

The meeting noted its preference for any new schools regattas to be inclusive for all participants. The meeting further debated the role of the association in the formation and endorsement of existing and future school rowing programs and associations.

The ISRA AGM set down for 1 June at UTS Rowing Club, where T Blower will represent Rowing NSW.

5.4 Centralised Fundraising for Australian U/19 and U/23 crews

For the past two seasons Rowing NSW has assisted with a coordinated, centralised fundraising function to raise the required seat fees for all NSW athletes selected on Australian Teams. This year the “support the crew” dinner has been set for:

Saturday 16 June 2012
St Andrews College – Sydney University

Seat fees for selected athletes are \$6,750 per person (coaches are not levied a seat fee). Rowing Australia have already discounted the seat fee by \$2,000. Planning from the parent group for the function has commenced. Rowing NSW is providing administration support via Sport Development Officer, Ian Evans.

Sydney Rowing Club will be sending a crew to Henley, and have subsequently resolved to conduct an independent fundraising event from the ‘support the crew’ function for SRC’s Australian team members and Henley team members on June 17

Entitlements which are available to team members from various sources including the Bromley Trust, NSWIS and grants from other sources (excluding the RNSW fund raising event) will be distributed to all team members.

5.5 Member Communications

5.5.1 *Regatta Commission*

As part of its communications strategy, the Regatta Commission has published the draft 2012/13 regatta calendar to the members for feedback. Under the new constitution, the former process of ratifying the regatta calendar etc via the June General meeting is no longer required. Committed to ongoing consultation, the following key dates have been established to communicate the process towards finalizing the 2012/13 regatta calendar, events list and order of events:

- 9 May draft calendar dates to be published to members
- 15 May SIRC venue booking to be lodged with SIRC
- 23 May Board meeting – draft regatta calendar, events list and order of events tabled
- 30 May Draft events list and order of events to be published to members online
- 1 June Agenda and meeting details for Members Forum published
- 13 June Regatta Commission Member Forum – present regatta calendar and order of events
- 20 June Board meeting – regatta calendar, events list and order of events tabled for approval
- 1 July Print calendar. Publish online e-cal version

RNSW have encouraged feedback from the membership requesting comments to be directed to T Blower

5.5.2 *Treasurers Meeting*

Similar to above RNSW will communicate to the members the consultation process surrounding the finalization of the budget, and any proposed increases to fees and levies:

- 23 May Finance and Audit Committee (prior to Board meeting)
- 30 May Treasurers meeting (Sports House)
- 13 June Regatta Commission Member Forum – present regatta calendar and order of events
- 20 June Board meeting – budget and fees and charges approved

The CEO noted that RNSW will not publish any of this material online. An agenda and supporting documentation for the meeting on 30/06 will be sent by M McCormack to club treasurers directly

5.6 Honours Committee Recommendations – Board Circular resolution 01/05/12

The Honours Committee met on 30 April to deliberate and recommend to the Board the recipients for the remaining awards to be presented at the 2012 Presentation Dinner.

Rusty Robertson MBE Award

To an individual or club making significant and sustained contribution to the endeavours and objects of the Association
Honours Committee Recommendation – Dallas Smith, Michael (Graham) Allen and Max Annett; Sydney Rowing Club

Kevyn Webb OAM Award

To an individual or club accomplishing major advances in the sport
Honours Committee Recommendation – not to present the award this year.

Kevyn Webb OAM Award

To an individual/s giving outstanding service to the sport as a volunteer
Honours Committee Recommendation – Christine Smith; St Pauls Grammar

Novice of the Year Award

To a competitor who in their first season of competition have achieved an outstanding record of performance.
Honours Committee Recommendation – Jemma O’Carrol; Newcastle Grammar

Motion: To approve the recipients for the Rusty Robertson MBE Award, Volunteer of the Year Award and the Novice of the Year Award as recommended by the Honours Committee.

Motion Carried

The President expressed concern about the lack of nominations received from member clubs and schools by the Honours Committee for awards this season.

Action – Honours Committee to consider clubs and schools awareness of the association’s annual awards

5.7 NSW Masters State Team

The Board confirmed Masters Selectors recommendation for athletes to represent NSW at the 2012 Australian Masters Championships

Women’s Eight

Virginia van Ewyk	Leichhardt RC
Leslie Howatt	Leichhardt RC
Daniela Borgert	Leichhardt RC
Deanna Fekete	Leichhardt RC
Angela Conry	Leichhardt RC
Sarah Holey	SUWRC
Dianne Williams	Leichhardt RC
Anne Parbury	Leichhardt RC
Robert Wright (Cox)	Mosman RC
Steve Sherry	Leichhardt RC (Coach)

Men’s Eight

Ken Ambler	Sydney RC
Mark Williams	Mosman RC
Philip Quick	Glebe RC
Mark Binder	St George RC
Mark Innes	Old Ignations RC
John Briggs	Glebe RC
Brad Smith	Glebe RC
Ken Major	Glebe RC
Brian (Sam) Holst (Cox)	SUBC
Steve (Rocky) Gordon	Mosman RC (Coach)

Women’s Quad Scull

Kim Chilton	Port Macquarie RC
Amanda Cavill	Manning River RC
Krystine Macready	St George RC
Sandra Rourke	Leichhardt RC
Adrian Henning	Coach

Men’s Quad Scull

Allan Pollack	Port Macquarie RC
Stephen Irons	St George RC
Steven Harrison	St George RC
Robert Henderson	Leichhardt RC
Adrian Henning	Coach

6 GENERAL BUSINESS

6.1 Incoming Correspondence

The CEO tabled the following incoming correspondence:

NSWIS – confirmed that rowing has received conditional approval for inclusion as an “International Development focus squad program with a World Class Component, by the NSW Institute of Sport Board for 2013-16.”

Rowing Queensland – correspondence to Rowing Australia indicating that Rowing NSW would be in the best position to again be the major partner with Rowing Australia to host the 2014 Australian Rowing Championships at SIRC

There being no other business the President declared the meeting closed at 8:30pm.



Ivan Adlam
President



Christian Renford
CEO and Board Secretary

Next Meeting: 20 June 2012 @ 6:30pm (Kirribilli)