



**BOARD MEETING**  
Sydney Yacht Squadron  
Wednesday 16 September 2015 at 6.00pm

**MINUTES**

**Attendees:** Ivan Adlam (President), Stephen Donnelley (Deputy President), Deanna Fekete, Danika Wright, Liam James, Fiona Toose, and Tony Blower (Secretary)

**Apologies:** Miranda Bennett, Stephen Handley.

**Absent:** Bronwen Watson

**1. Welcome**

1.1 6.00pm - I Adlam welcomed the Directors to the September 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 19 August 2015 RNSW Board Meeting as a true and accurate record of the meeting.

Motion; Carried

Discussion was held regarding the review process of meeting minutes prior to posting a draft on the RNSW website. In order to ensure that opportunity is provided for directors to have input whilst retaining the objective to communicate with the rowing community in a timely and relevant manner, it was agreed that an initial draft would be circulated for comment prior to posting, such posting to be clearly marked Draft and, if possible, to occur no later than 7 days after the meeting.

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.

Discussion was held regarding a review of Premiership Point Score calculation.

Action; A Blower to provide a scope and timing paper to the board for a board committee to review.

**3. Rowing NSW Programs**

3.1 Regattas

	2014		
Regattas	Entries	Seats	Athletes

2015		
Entries	Seats	Athletes

Head of the Hunter	38	82	83	26	54	55
Scullers Head of the Nepean	169	169	169	152	152	152
Murwillumbah RC	204	372	103	255	446	130

### 3.2 Membership Analysis

2010/11 Total Membership of Rowing NSW	4,146
2011/12 Total Membership of Rowing NSW	4,649
2012/13 Total Membership of Rowing NSW	4,757
2013/14 Total Membership of Rowing NSW	4,875

	August '14	August '15	Total: 2014/15
Metro Comp	441	486	921
Metro Jnr	195	293	1832
Regional Comp	206	178	361
Regional Jnr	70	113	457
Supporting	17	21	27
Official	85	126	283
AAGPS Jnr	54	54	619
Recreational	46	86	280
Patron	80	80	78
	1253	1437	4857

The membership renewal rate is ahead of last season's figures by 184 individuals year to date.

### 4. Finance Report

- The detailed August management of accounts were provided in the meeting papers.
- Summary assessment of accounts for each department:
  - i. Operations - Income is in line with budget for the month and Year to date. The only income from Operations consisting of Head of the Nepean Regatta. Operations expenses also in line for the month and slightly ahead of budget year to date.
  - ii. Development - Income for the month relates to a level 1 coach course, otherwise no other revenue for development. Development expenses also in line for month and year to date.
  - iii. Administration - Income for the reporting period is above budget for the month with memberships and club levies flooding in for the new season. Year to date also above budget due to July Sport and recreation grant and membership income. Administration expenses are in line for the month with no unbudgeted expenses arising and year to date slightly ahead of budget.

Motion; To accept the Finance report

Motion; Carried

## 5. BOARD MATTERS

5.1 Further discussions were held regarding the strategic plan. It was agreed that board members would provide their first priority items and also indicate any availability to be directly engaged in the achievement of strategic targets. It was agreed that, subject to board member availability, a strategic forum with NSW clubs would be held on the evening of Thursday 15 October.

Action: Members to forward their input to D. Wright by 9 October for aggregation and presentation at the October meeting.

5.2 The board ratified the Circular Resolution of 2 September endorsing the Annual Accounts and authorising I Adlam and F Toose to sign on behalf of the directors.

5.3 The board noted the AGM of Rowing NSW would be held on Wednesday 23 September at Sports House and further noted that, while no vote will be required for the position of Deputy President, a vote will be required for the three director positions.

5.4 The board noted the paper prepared on fund raising activities for the support of NSW based athletes on the Australian underage teams and endorsed the ongoing involvement of RNSW staff in the facilitation of this initiative.

5.6 The board noted the Rowing Australia statement on Cardiac Screening Guidelines and endorsed them for Rowing NSW.

Action; A Blower to put guidelines on the appropriate webpage and investigate the bulk provision of AEDs to NSW rowing clubs

5.7 The board discussed the National Database proposal from Rowing Australia and agreed that Rowing NSW would continue to work with its IT consultants in order that Rowing NSW's business practices remain intact while assisting in the provision of information to a national database. The board agreed to continue to defer the decision as to the adoption of the Revolutionise Sport database as the Membership Database for Rowing NSW at this time.

5.8 The board was presented with a draft charter document for guidance of the Audit and Risk Committee. This matter was held over to the October meeting.

## **6 GENERAL BUSINESS**

6.1 The board noted the final draft of the revised Rowing Australia Member Protection Policy. As this is a designated Whole of Sport Policy it will be a requirement that RNSW adopt it following Rowing Australia's formal endorsement of the Policy which is expected at their board meeting on 8 October 2015. Final date for comments is 23 September 2015.

Action: I Adlam to forward draft to selected directors for review.

6.2 The board noted that Transport NSW had without consultation decided to construct a new ferry wharf at Rhodes and that Rowing NSW are pursuing avenues to object to what will be a hazard to navigation.

There being no other business the President declared the meeting closed at 8.45 pm.

Ivan Adlam  
President

Anthony Blower  
Board Secretary

Next Meeting 21 October 2015 at 6:00pm (Kirribilli)