



**NSWRA BOARD MEETING MINUTES**  
**Wednesday 19<sup>th</sup> August 2009**  
**Royal Sydney Yacht Squadron, Kirribilli**

Item	Description
1	<p><b>WELCOME</b>            Andrew Rowley called the meeting to order and welcomed Christian Renford as the new CEO and all present at 6.30pm.</p> <p>Present: Andrew Rowley, Charles Bartlett, Mark Williams SC, Greg James QC, Norma Perry, Joe Zammit, Stephen Handley, Tim Clare, Owen Nix, Steve Williams, Chris Noel, Wade Hewett, Christian Renford and Georgie Lee</p>
2	<p><b>CONFIRMATION OF THE MINUTES</b>            That the minutes of the meeting 23<sup>rd</sup> July 2009 be accepted</p> <p><i>Moved: Greg James QC</i>  <i>Seconded: Norma Perry</i>  <i>Carried: 41/2009</i></p> <p>Business Arising: nil</p>
3	<p><b>NSWRA OFFICE/CEO REPORT</b>            Mr Christian Renford suggested to the Board that he present the office/CEO report in a different format indicating a snapshot of the staff/office movements and undertakings.</p> <p>In his first fortnight as being CEO has been busy with meetings, meeting people; formulating an appreciation of who the key stakeholders are and what they stand for as well as meeting with each Board member individually as soon as possible. This is hoped to get ideas and different perspectives on various matters to bring forward future objectives.</p> <p>Mr. Renford aims to discuss with both the staff and the board about achievable priorities, find some commonalities and manage expectations. The office structure will be dealt with first to ensure the office continues to be a solid, stable and proactive unit.</p> <p>Mr. Renford advised the Board that a performance review had been conducted for Administration Assistant Kellie Neville and will report to the Director of Administration in due course.</p> <p>That the CEO Report as lodged be accepted</p> <p><i>Moved: Greg James QC</i>  <i>Seconded: Joe Zammit</i>  <i>Carried: 42/2009</i></p>
4	<p><b>ROWING AUSTRALIA</b>            Mr. Wade Hewett informed the Board on matters regarding the Rowing Australia Mid Year Review. The Director of Finance of Rowing Australia is standing down at the end of the year, which to Mr. Hewett is a great shame.</p> <p>Each Commission Report held no items of substance however the National Rowing Centre of Excellence presented very positively and if Andrew Matheson and Peter Shakespear perform the</p>

	<p>way they appear, Australia will end up with the results as planned – 4 Gold Medals at the 2012 London Olympic Games (no distinction of boat).</p> <p>ROMS appears to be at a critical stage and if more money is not invested then the system must be changed altogether. NSW has invested \$100,000 into Rowing Manager and Rowing Australia has invested to date \$66,000 into ROMS.</p> <p>Mr. Patrick McNamara, Rowing Australia President announced that he will resign at the end of the year. Mr. David Deeble will resign as the Chairman of the ROMS Committee as he intends on taking over the Rowing Australia Presidency at the end of the year. It is noted that Mr. McNamara took Mr. Deeble to the World Rowing Championships in Poland.</p>
5	<p><b>FINANCE REPORTS</b></p> <p>Mrs. Norma Perry advised the Board that she had met with Mr. Renford to discuss financial reporting mechanisms and that they will examine the approved budget more closely with RNSW Finance Controller Richard Roach.</p> <p>Subject to the revised format, Mr Zammit asked that the finance reports at the next Board Meeting highlight any larger variations variances between the actual P&amp;L items and the budgeted amounts</p> <p>The Annual Audit had begun on the day of the Board Meeting and it is believed that the expected surplus for the year is approximately \$30,000 due to increase in regatta entries, membership and sponsorship. The Association has \$437,000 in the bank and term deposits.</p> <p>That the financial reports be approved</p> <p><i>Moved: Norma Perry</i>  <i>Seconded: Joe Zammit</i>  <i>Carried: 43/2009</i></p>
6	<p><b>2009 SYDNEY WORLD MASTERS GAMES</b></p> <p>The Chairman of the 2009 Sydney World Masters Games Sport Organising Committee Mr. Joseph Zammit circulated a report provided by Mrs. Margaret Mackenzie regarding the current situation of the Games. Mr. Zammit informed the Board that it is the biggest regatta ever held in Australia and likely to be the biggest regatta in World Masters Games history.</p> <p>Rowing has attracted the 4<sup>th</sup> biggest entry behind Football, Athletics and Softball.</p> <p>Mr. Renford explained that early budgets indicated a profit on the boat hire but it is unlikely to remain at a similar high level.</p> <p>Mr. Zammit formally thanked and congratulated the work of Margaret Mackenzie, Stephen Croot and other Committee Membership; Phillip Titterton, Tony Brown and Allen Turner for their work and dedication to the event.</p> <p>It is noted that the report tabled was accepted.</p>
7	<p><b>SYDNEY INTERNATIONAL REGATTA CENTRE</b></p> <p>The next VMAC meeting is Monday 7<sup>th</sup> September and Tony Brown will attend as per existing arrangement.</p>
8	<p><b>NSWIS</b></p> <p>Mr. Stephen Handley formally advised the Board that Mr. Marty Rabjohns had accepted the NSWIS position as Program Manager for Rowing and will commence employment on the 31<sup>st</sup> August 2009.</p> <p>It is intended that Mr. Rabjohns be heavily involved with the Interstate Competition and</p>

	<p>specifically the Kings Cup until the NSWIS Head Coach is appointed and will co-ordinate the women's group of athletes. Developing and maintaining the elite end of athlete spectrum, there must be a sound base of athletes in the B Grade level to support the club programs and ensure the cycle of athletes keeps going.</p> <p>Mr. Handley, Mr. Rowley and Mr. Renford will meet with NSW Institute of Sport CEO Mr. Charles Turner on Friday 21<sup>st</sup> August to develop Mr. Rabjohns' agenda for employment. Mr. Renford will Chair the monthly Joint Management Committee and report to the Board.</p>									
9	<p>DEPARTMENT OF SPORT &amp; RECREATION Nothing to report</p>									
10	<p>COMMISSION REPORTS</p> <ul style="list-style-type: none"> <li>• Regatta Commission The Chairman of the Regatta Commission Mr. Tim Clare advised the Board that Risk Management Plans needed to be requested from clubs by the Regatta Secretary and that they must be submitted back to Rowing NSW prior to their regatta. Post regatta, the Regatta Secretary will assess whether the club/school complied with the RMP and report to the CEO.</li> </ul> <p>Regatta Entries in the 2008-2009 Regatta Season were up 10% across the board with the exception of distance events; dropping 25%.</p> <p>Rowing Victoria have indicated they will participate in the 2010 Edward Trickett Grade Championship regatta.</p> <ul style="list-style-type: none"> <li>• Governance &amp; Audit As previously mentioned, the Audit took place on the day of the meeting.</li> </ul> <p>Mr. James QC advised the Board that the first meeting of the Constitutional Review Committee will meet on Wednesday 2<sup>nd</sup> September.</p> <p>It was noted that no performance review is currently conducted on Directors. A Rowley to investigate the development of a Board self assessment framework.</p> <ul style="list-style-type: none"> <li>• Selection Panel The Chairman of the Selection Panel Mr Stephen Handley advised that the Selectors were meeting soon to confirm the Selection Policy for 2010 State Team and that the Policy would be ready for endorsement electronically in the coming days.</li> <li>• Boat Race Officials Commission Mr. Owen Nix informed the Board that there was a NSW BRO Assessor Panel meeting on Sunday 30<sup>th</sup> August 2009 and will report any matters at the next Board meeting.</li> <li>• Facilities &amp; Waterways Commission The Chairman of the Facilities &amp; Waterways Commission Mr. Charles Bartlett stated that the approval of the pontoon at Leichhardt had generated a lot of interest in the community including Poralu Marine, who are a company in WA working with Champion Lakes.</li> </ul> <p>Subsequent to Mr. Renford attending a NSW Maritime Meeting he met with Murray Clarke OAM to discuss briefly the issues that currently affect rowing.</p> <p>Mr. Bartlett advised the Board that Glebe Rowing Club had been granted approval to build a pontoon.</p>									
11	<p>NOTIFICATION OF TRANSFERS</p> <table border="0"> <thead> <tr> <th>NAME</th> <th>FROM</th> <th>TO</th> </tr> </thead> <tbody> <tr> <td>Carol Isaacs</td> <td>Brisbane Waters RC</td> <td>Central Coast RC</td> </tr> <tr> <td>Todd Kitson</td> <td>Brisbane Waters RC</td> <td>Central Coast RC</td> </tr> </tbody> </table>	NAME	FROM	TO	Carol Isaacs	Brisbane Waters RC	Central Coast RC	Todd Kitson	Brisbane Waters RC	Central Coast RC
NAME	FROM	TO								
Carol Isaacs	Brisbane Waters RC	Central Coast RC								
Todd Kitson	Brisbane Waters RC	Central Coast RC								

	<p>Leone Norman                      Brisbane Waters RC      Central Coast RC  Jodi McKay                        Brisbane Waters RC      Central Coast RC  Jason Waddell                      Nepean RC                Sydney RC  Bryony Cole                        Leichhardt RC            Sydney RC  Merinda Breen                      Drummoyne RC            Leichhardt RC  James Mulcare                      Leichhardt RC            University of NSW RC</p> <p>The above transfers were noted and accepted</p>
12	<p><b>CORRESPONDENCE RECEIVED</b></p> <ul style="list-style-type: none"> <li>• Life Membership Nomination – Barry Moynahan</li> <li>• Life Membership Nomination – Terry Maher</li> <li>• Life Membership Nomination – Dr Phillip Sharp</li> <li>• Life Membership Nomination – Tony Brown</li> <li>• Life Membership Nomination – Murray Clarke</li> </ul> <p>The Board acknowledge the number and calibre of the nominations received. It was noted that the nomination for Terry Maher was not submitted in accordance with Rule 4 ii (g) (ie a constituent member). Nomination requested to be re-submitted by a constituent member of the association.</p> <p><i>Moved: Greg James QC</i>  <i>Seconded: Joe Zammit</i>  <i>Carried: 44/2009</i></p> <p>There is currently no policy for awarding Life Membership. C Renford tabled discussion paper outlining the formation of a “Honours Committee” to provide greater clarity surrounding the eligibility and appointment of future Life Membership to Rowing New South Wales.</p> <p>It is proposed that an ‘Honours Committee’ be established and all nominations received will go toward that committee for deliberation. Mr. Renford and Mr. Rowley to recommend to the Board the composition of the Honours Committee.</p> <p>Mr. Renford is to advise nominators of the status of their Life Membership nominations.</p>
13	<p><b>GENERAL BUSINESS</b></p> <ul style="list-style-type: none"> <li>• Kings Cup Committee</li> </ul> <p>Mr. Rowley welcomed two of the Trustees of the Kings Cup Committee, Mr. Chris Noel (Chairman) and Mr. Steve Williams and thanked them for attending.</p> <p>Mr Noel informed the Board that the Kings Cup Committee has two main intentions;</p> <ul style="list-style-type: none"> <li>o raise awareness and in term the performance of the NSW State Team by way of conducting fundraising lunches.</li> </ul> <p>To date there have been two lunches; July 2008 and February 2009. Both lunches had been well supported by both corporate and rowing supporters alike. Mr. Noel indicated that the involvement of the NSW Selection Panel will assist with the awareness and direction.</p> <ul style="list-style-type: none"> <li>o introduce a capital appeal to raise funds for the NSW State Team</li> </ul> <p>The goal is to acquire \$500,000 - \$1,000,000 in capital by which the interest be used to support the NSW State Team. Two accounts have been set up with the Australian Sports Foundation, both of which are tax deductible; Kings Cup Trust Fund and the NSW High Performance Fund.</p> <p>The trustees; Mr. Noel, Mr. Williams and the President of Rowing NSW will decide on how to channel the funds upon consultation with the Rowing NSW Board. Funding may go toward NSW State Team costs, purchasing equipment or supporting athletes. The funds may cover certain items that the Rowing NSW budget does not.</p>

	<p>If successful, the funds would be assisting athletes before they make National Teams; supporting the level below the NSW Bromley Trust; which supports athletes in National Teams.</p> <p>Obtaining ongoing supporters for instance on a 5 year basis could mean that rowing supporters commit \$100-\$500 annually and corporate supporters commit \$10,000 - \$25,000 annually.</p> <p>The channel of recommendation for support need to be formalised and which party confirms the support. Ensuring that the funds are preserved and maintained to build capital.</p> <p>The Trustees intend on launching the general and corporate appeal by mail out, following up with phone calls then launching the appeal at a club by the end of the year. It was noted that all activities involving the sports IP (Rowing NSW name, logo etc) must ensure that the RNSW Board have a degree of control.</p> <p>The Board congratulated Mr Noel and Mr Williams on their endeavours to date.</p> <p>Mr Noel and Mr Williams left the meeting.</p> <p>The Board agreed that Mr Rowley would give Board acceptance to the Trust and the Deed if it was agreed by Mr Noel that a majority of Trustees where also RNSW Board members. Upon amendment the Deed to be resubmitted for Board approval. Until the Deed is amended the Board noted that the Trustees are operating contrary to the determination of the Board.</p> <ul style="list-style-type: none"> <li>• Action Items</li> </ul> <p>Mr. Renford and Miss Lee are to review any outstanding Action Items</p>
14	<p>The meeting closed at 10.15pm Next meeting on Monday 28<sup>th</sup> September 2009</p>
15	<p>APPROVED <span style="float: right;">16/09/2009</span></p> <p style="text-align: center;">Andrew Rowley PRESIDENT</p>