



BOARD MEETING
Royal Sydney Yacht Squadron
Wednesday 21st October 2009 6.30PM

MINUTES

Attendees: Andrew Rowley (Chairman), Norma Perry, Joe Zammit, Stephen Handley, Greg James QC, Tim Clare, Chris Noel, Peter Trives, Bryan Weir, Christian Renford (CEO) and Georgie Lee (Operations Manager)

Visitors: -

Apologies: -

1. Previous Meetings Minutes

Motion: To accept the minutes of the 19th August 2009 as true and accurate record of the meeting.

Moved: G. James Seconded: N. Perry
Motion Carried

2. Business Arising Previous Meetings

2.1 Kings Cup Committee – A Rowley provided an update on the negotiations with the Kings Cup Committee surrounding the amendments to the Trust and Deed. The revised Trust and Deed is expected to be resubmitted to the Board at its November meeting for approval.

Action – A Rowley

3. Correspondence

The CEO tabled the following incoming correspondence:

3.1 Associated Marine – 'one off' boat insurance

3.2 SIRC – Propeller Guards

Action 1 – CEO to explore the opportunity of a state wide 'insurance pool' for marine hulls

Action 2 – Operations Manager to arrange fitment of propeller guards to all RNSW boats. Recommendation to be forwarded to all clubs and schools.

4. Finance Reports

The CEO tabled the following financial reports

- Receivables Reconciliation as at 30-09-09
- Reconciliation Report (outstanding cheques and deposits)

The CEO also tabled the revised 2009/10 budget. 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

5. 2009 Sydney World Masters Games

J Zammit tabled the report for the 2009 Sydney World Masters Games, as well as correspondence from several clubs

The meeting congratulated J Zammit, Chairman of the Organising Committee for the 2009 Sydney World Masters Games for the outstanding success of the Games for the sport and RNSW.

The Board resolved to provide for additional appreciation 'gift' for all volunteers and Boat Race Officials of the Games in recognition of their superb efforts.

Action – CEO and J Zammit confirm appreciation gift and presentation date and location.

The CEO noted that the finalisation of the P&L is expected to be completed in the coming months.

6. RNSW Office Structure

6.1 – Administration Officer

The CEO tabled a discussion paper outlining the proposed structure within the RNSW office to cater for the resignation of the Administration Assistant and Financial Controller:

- Merge the Administration Assistant and Financial Controller positions (create one full time role)
- Future JD to include: Accounts Receivable, Accounts Payable, Financial Reporting, Office Management, Insurance, Membership
- Combine existing salary allocations for the two positions. No nett effect on the existing budget.
- If required cater for the position to work "family friendly" hours.

Motion: To commence recruitment process for the Administration Officer as outlined

Moved: C Noel Seconded: P Trives

Motion carried

Action – CEO to commence recruitment process for the Administration Officer as outlined

6.2 - Development Officer

The CEO tabled a discussion paper outlining the proposed structure within the RNSW office to cater for the employment of a full time Development Officer (DO). The development and implementation, and most importantly the coordination of the development programs such as NTID and Coach Education and Coach Development by the DO will clearly map the pathways for athletes and clubs to progress through the suite of opportunities that RNSW and RA provides is members, and assist in the promotion of athlete and coach pathways from school rowing to club rowing programs (and state and ultimately national representation if identified)

Motion: To commence recruitment process for the Development Officer as outlined incorporating amendments discussed.

Moved: N Perry
Motion carried

Seconded: C Noel

Action – CEO to commence recruitment process for the Development Officer as outlined, and

7. Honours Committee

The CEO tabled the discussion paper recommending the creation of a special purpose committee (Honours Committee) to provide greater clarity surrounding the appointment of future Life Memberships to Rowing New South Wales, nominations for Australian Honours.

The CEO further noted that the Honours Committee should comprise the RNSW President (Chairperson), CEO or nominee (non voting), and three additional members be appointed by the Board. The Meeting resolved to appoint, subject to their acceptance, the following three (3) members:

1. George Neilson Balmain Rowing Club (one year appointment)
2. Stewart Derwin Sydney Rowing Club (two year appointment)
3. Geoffrey McIntyre AM UTS Rowing Club (two year appointment)

Motion: To create a special purpose committee (the Honours Committee) as presented incorporating amendments discussed.

Moved: G James Seconded: J Zammit
Motion carried

Action – A Rowley to call G Neilson, S Derwin, G McIntyre AM

8. Rowing Australia – Strategic Forum and AGM

A Rowley noted that the format for the weekend is slightly different to previous AGM/Strategic Forums and attendees will be required to arrive in Canberra as follows:

- State CEO's – 11:30am Friday 20th Nov
- State ROMS Representatives – 2:30pm Friday 20th Nov
- RA Councillors – 6:00pm Friday 20th Nov (for dinner)

The meeting resolved to send an appropriate number of Board members to attend the RA AGM/Strategic Forum.

9. Central Tablelands Rowing Association

A Rowley and the CEO provided an update on the ongoing developments of a feasibility study into the level interest and therefore the viability of establishing a rowing facility in the region.

10. 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.

11. Notification of Transfers

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

First Name	Surname	From Club	To Club
Alison	Williams	UTS RC	Sydney University
James	Gerofi	Leichhardt RC	Sydney RC
Phillipa	Cumming	Drummoyne RC	Sydney University
Lucas	Bendt	Sydney University	Macquarie University
Kris	Hofer	Sydney Rowing Club	Mosman Rowing Club
Laura	Briennesse	Sydney University	UTS Rowing Club

Hamish	Playfair	Sydney Rowing Club	Sydney University
Anthony	Pecar	North Shore Rowing Club	Drummoyne RC
Michael	Keene	Brisbane Waters RC	UTS Rowing Club
Steve	Luker	St George RC	UTS Rowing Club
Penelope	Bone	Mosman RC	Old Ignatians
Benjamin	Allan	Nepean RC	Sydney RC
Elizabeth	Scott	UNSW RC	Leichhardt RC
Victoria	Delipetar	Nepean RC	UTS Rowing Club
Anthony	Delipetar	Nepean RC	UTS Rowing Club
Rachel	Porter	North Shore Rowing Club	Leichhardt RC
Jessica	Black	Sydney Rowing Club	Leichhardt RC
Craig	Veenhuyzen	Nepean RC	UTS Rowing Club
Alexander	Thompson	Sydney Rowing Club	UTS Rowing Club

The above transfers were noted and accepted.

12. General Business

12.1 Board Governance

Action – CEO to distribute Board Appointment Letters, and notification of conflict of interest forms

12.2 Constitutional Review Committee

G James provided an overview of the work undertaken by the Constitutional Review Committee.

G James noted that the intention is to provide recommended amendments to the RNSW Constitution at the 2010 Annual General Meeting

12.3 RNSW Commissions

The Meeting resolved to appoint the following Board members to RNSW Commissions:

- i. Facilities & Waterways Commission - A Rowley
- ii. Audit Commission – P Trives
- iii. Boat Race Officials Commission – T Wainman (G James Board report)
- iv. Selection Panel – S Handley
- v. Regatta Commission – T Clare

Motion: To endorse the above appointments to RNSW Commission for 2009/10.

Moved: G James Seconded: B Weir

Motion carried

12.4 Discussion Paper – S Handley

S Handley tabled a discussion paper outlining a strategy to facilitate development of club based high performance programs.

S Handley requested that Board members review the discussion paper and submit comments in writing.

Meeting closed – 8.20pm

Next Meeting 18 November 2009 @ 6:00pm
 Royal Sydney Yacht Squadron, Kirribilli