STC Vic Minutes 27/05/19

Monday 27 May 2019

7:30 PM

# Minutes from last meeting

The minutes of the last meeting were accepted.

# Status of Action Points From previous minutes

CLOSED ACTION POINTS

* + **The old STC trailer (from 11/3/19)** has been advertised for $2,000 on Gumtree. Updated 1/4/19 - Russell provided an update that he has amended the description of the trailer as the original ad had the incorrect trailer size. It is hoped this will provoke more interest. The committee agreed that the trailer should not be sold for less than $1,600 at this stage given the money spent to upgrade it recently. Updated 30/4/19 – no interest has been received on Gumtree. The sale of the trailer was pledged to MCC as pre-payment of hire of the new Caravan for races (see above) as they bought the new caravan. It is now hoped that we can keep the old trailer for ongoing smaller events and pay MCC from the grant money for the volunteer grant just received *–*see discussion regarding grant below. [Closed]
	+ ***Swift Water Rescue Arrangements (from 11/3/19):*A/P Russell** to coordinate with MCC to organise a swift water rescue course to have appropriately trained swift water rescue at events including Big River and King River.

30/4/19: Outstanding. 27/5/19 – Event is now scheduled for Tasmania for December. Being organised by Leanne Nicholls. To be determined – contra to be made by athletes subsidised on the course. [closed]

* ***Nationals Event Trophies*A/P Sue and Russell** to work with Jill and Sue Natoli regarding the structure of Junior Nationals (incorporating schools) and which awards/trophies will be awarded. 1/4/19 - ongoing . 1/5/19 – Sue has provided Russell with feedback on Trophies which Russell will take to National STC for discussion. 27/5/19. Many of the trophies have been retired. Now the new format is that Juniors and Masters event will be open to all age groups, but only Juniors and Masters will get *trophies* at the event (to be ratified). [closed]
* ***STC Committee Availability*A/P Lyne** to compile who is away when. (Note, some people are not sure when they will be away so Lyne is waiting on responses). 30/4/19 - Lyne to put out what she has so far. All will update as they know. 27/5/19 -Document has been put on Evernote and all can update directly. [Closed]
	+ ***Warning Sign on the Goulburn*** *(from 11/3/19)*
	The sign upstream of slalom rapid should still be there. It is required to comply with Permit/Licence.
	**A/P Sue** - Sue reported that she asked Ron Crunkhorne to photograph this sign by drone at the IGS family camp and is waiting for Ron to send the photo through. 30/4/19 – Sue reported that Ron didn’t get the photo – photographed the wrong sign.
	**A/P Chris R** to ask Leanne Nicholls to check on the sign.
	27/5/19 – [closed] see discusion on working bee at the Goulburn – Chris R will look for the sign when he is there.
* **Distribution of Crown Lease Document
A/P Russell** to distribute the Crown Lease document for the land on the Goulburn to the committee [closed]
	+ ***VIC Team Selection Process
	A/P* Chris** **R** to post the new selection document on Paddle Vic and to the clubs asking for feedback*.* 27/5/19 – Document has been sent to key members who provided input to changes. The updated document has been posted on EverNote. [closed]
	+ ***Team Managers’ Guide*A/P Chris R** to compare team manager's guide to event guide and rationalise differences / circulate for comment. Chris reported that Jane Farrance and Leanne McLaughlan are both helping with input. Russell also said he may have input to offer.

Chris R has done this. Waiting for comment*.* 27/5/19 – Chris R has updated in response to comments received and posted the updated document on Evernote. Note, Leanne McLaughlan has expressed interest in the job ongoing. It was suggested that there should be two team managers to help / back each other up. Tony Ladson’s name was put forward. [closed]

* + ***Yarra Series Guidelines Doc*****A/P Lyne** to publish the Yarra Series Guidelines to the Paddle Vic website, and circulated to MCC, CPRT, IGS. 27/5/19 – circulated [closed]
	**A/P Chris R** to ask Chris Wharton to circulate the Yarra Series Guidelines to PaddleVic distribution list. 27/5/19 – circulated [closed]
* **Dita Complaint
A/P Russell**to distribute the apology, once received, to the state STCs with a request to distribute to athletes impacted by the event. Russell to coordinate distribution to VIC athletes. 27/5/19 – The apology was received and has been circulated. Dita has been advised that the ban on entry to YS events is lifted. [closed]
* **Bib Washing
A/P Sue** to ask KPSG if they will take on the bib washing – 27/5/19 – KPSG have agreed to take this on [ closed].
* **Hosting next Yarra Series
A/P Chris****R** to invite MCC (Warwick) to host the next Yarra Series with amendments to responsibilities according to the host club roles discussed above. 27/5/19 – MCC Hosted YS2 – Closed
* **Volunteer Coordination at Yarra Series
A/P Chris R** to follow up Chris O’Callaghan on his offer to coordinate judging volunteers for Yarra Series races. 27/5/19 – Chris was asked and took this role on and did a very good job – closed.
* **Documentation on Race Roles
A/P Sue** to prepare documentation on the three race roles of Technical Race Director, Race Director and Chief Judge and circulate for comment. 27/5/19 – the document was created and circulated and used for the officials training event. [closed]
* **Race Officials Training Day Communication
A/P Sue** to ask MCC (Cathy Collins) / Ivanhoe (David Gibbs) to send information about the changed date to all members. Text to Sarah Ewing. [closed]
* **Race Role Descriptions
A/P Sue** to put together a half page description of each role to be trained (see also role documentation above) and circulate to the committee for comment. 27/5/19 – this document was written and circulated and will be posted on Evernote [closed].
* **Training Day – assistance with input on judging
A/P Chris** R to ask Chris O’Callaghan if he is interested in extending his offer to help with Yarra Series Judges to being involved in this training (and even come up with training notes?) 27/5/19 – Chris came to the officials training day. [closed]
* **Country Race Series
A/P Russell** to try and find out the Goulburn environmental river flow times. 27/5/19 – Russell advised that he contacted Murray Goulburn Catchment Authority regarding negotiating river flows if we advise them of race days. [closed]
* **A/P Chris R** to investigate slalom on the Goulburn in late March/April 2020. 27/5/19 – it was noted that this may be too close to other major events and we could get volunteer fatigue. [closed]
* **A/P Russell** to pursue water release for Yarra at Warburton. 27/5/19 – Leanne Nicholls is handling this. [closed]
* **Volunteer Grant
A/P Sue** to circulate the detailed information about the what the grant was for to the committee for information. 27/5/19 – Sue circulated this [closed]
* **Grant Money
A/P Sue** to ask Sandra Raeburn if the money for the grant has come in [Closed – the grant money came in early June]

OPEN ACTION POINTS

* + ***Formalising STC Caravan hire (from 26/11/18) Review club hosting agreement for Yarra Series events:***

Russell updated the committee on this action point: He has got agreement in principle from the Paddle Vic board for Paddle Vic to hire the trailer for $150 for each Yarra Series. MCC to insure the equipment in the trailer.
**A/P Russell** to provide documentation of the agreement between STC and Paddle Vic and STC and MCC regarding caravan hire for Yarra Series event. 1/4/19 - carried forward due to change of committee at MCC. 30/4/19 – Russell is working with new MCC treasurer Shane McKenna on this. 27/5/19 – No change.

* + ***PA Post Event Survey*** *(from 11/3/19):*Russell was part of the debrief for the survey for the event. Russell and Sue Natoli identified that the survey was skewed towards media.
	**A/P Russell** to review the results spreadsheet that came out and share the results with the committee. 30/4/19: Russell missed a recent meeting because he was in NZ but expects update when attending national STC meeting 10/11 May 2019. 27/5/19 – No change.

* + ***Access to Goulburn*** *(from 30/4/19):*

Russell reported that he has been in communication with OEG who have expressed enthusiasm to conduct a joint development of Ron's Shed
**A/P Russell** to continue access negotiations with OEG. 30/4/19 - Ongoing. 27/5/19 – Outstanding.

* + ***Equipment for events*** *(from 11/3/19):*
		- **A/P Russell** to report back and provide a quote to the committee on what ropes (6mm blue fleck) we need to replace from the last series.

**Resolution** = approved spend on rope to $600. 30/4/19 – Open. 27/5/19 – Russell to pass supplier details to Chris Runting.

* + **A/P Russell** to liaise with MCC to acquire two more up gates. 30/4/19 – Open. 27/5/19 – no change.
	+ Russell reported that we need a new antenna
	**A/P Russell** to get a quote for a new antenna from Lewis Wylie. 30/4/19 – Open. 27/5/19 – Lewis is not responding. Russell will go back to WiFiGuy.
	+ ***Entry to events*** *(from 11/3/19)*
	**A/P Lyne** to document the registration process. 30/4/19 In progress. 27/5/19 – Chris Galea and Lyne are doing the next race registration together on 27/5/19. Lyne will also show Chris the Trybooking process.
	**A/P Laura** *(from 27/5/19)* to document cleaning up the Trybooking download to be ready for upload to SiWi.

* + ***Warning Sign on the Goulburn*** *(from 11/3/19)*
	**A/P Sue** to order six signs (up to $700) from De Neefe signs. 27/5/19 – Sue has rung De Neefe who are looking up the previous order and will then send order number for updating.
	27/5 – Russell asked for the logo of the relevant Govt department to be included on the warning signs.

* + ***Updating of PV Website*** *(from 11/3/19)***A/P Chris R** to work with PV on updating Slalom information on the website.
	30/4/19. Chris reported that the Easy stuff has been completed. He now wants to learn how to post results, change web pages, etc and will be continuing with PV. 27/5/19 – Chris R is meeting Paddle Vic tomorrow for more education.

* + ***Permits*** *(from 30/4/19)***A/P Sue** to apply for Vic Schools event permit from Parks Victoria and Dights Falls permit from City of Yarra. 27/5/19 – Sue needs an updated First Aid Certificate from Chris R to proceed with the applications.
	**A/P** Chris R to provide updated first aid certificate.

* + ***Document Hosting*** *(from 30/4/19)*

**A/P Sue** to migrate all One Note content to Evernote.

* **Yarra Series Practice Time Resolution and Communication
A/P Lyne** (from 30/4/19) to change the Yarra Series timeline on the registration form to reflect the change allowing paddlers to practice on the course. 27/5/19 – the open practice time up until Sunday needs to be on the registration form. It was agreed to change the resolution of 30/4/19 to close the course half an hour before the competitor briefing.
**Resolution:** all athletes at Yarra Series Races will be free to practice on the course from completion of course set-up until *half an hour before* the advertised time for briefing.
**A/P Chris G** to change the advertised schedule for the Yarra Races to reflect the resolution. *(27/5/19)*
* **Event calendar** *(27/5/19)* **Russell** to investigate events with Paddle Australia.

# New items

# 3. – Dita Complaint

As noted in the closed Action Points above, this item is resolved and ban on Dita entering Yarra Series Races has been removed. Dita has been advised.

# 4. YS Race 2 Review

* Need to reinforce that start will be in start list order wherever possible, no closer than 1 minute apart – C2s will go between classes.
* Check lists were discussed. It was agreed that check lists *will* be put up for Yarra Series.
* Races should run in order oldest to youngest
* Class order to be C1M, K1W, K1M, C1W.
* Breaks – It was agreed that the chief judge will talk to the technical officials to discuss whether they want a lunch break and make a call on whether a break will be called.
* Chris O’Callaghan did a great job of marshalling the judges.
* **A/P Sue** to try to make list of what volunteers have done which roles (27/5/19)
* Volunteer list coming through from registrations was good – Chris G to please continue to send through to Sue.
* Unpacking gear from the cars: equipment was put everywhere. We need some more order.

# 5. YS Race 3

Roles for YS3:

* Sue/Karen J in compiling & learning setup – Fabian Faelis learning.
* Chris R Race Director
* Russell Tech Director / Chief Judge
* Chris G on Sstart – Steve Muir Marshalling
* Ladsons / Cathy Collins - Finish

**A/P Chris R** to contact start / finish officials (not at the meeting) to ask them if they will do those roles. (27/5/19)

Host Club – Chris R will ask MCC (Jill and Karen S)

Location – Move to Fitzsimons Lane if the water is low

# 6. Yarra Series General

After a discussion about a series leaderboard, it was agreed not to publish interim result

**A/P Sue** to start compiling results. (27/5/19)

There was a discussion about how much the clubs really do in hosting the race and whether it is still reasonable to split the revenue with the clubs.
**Resolution:** Fee split with clubs – 50/50 after expenses – STC to send email that payment is allowed and Club to send invoice.
**A/P Russell** to come up with guidelines on expenses consumables to deduct standard expenses. Should include trophies and allowance for volunteer recognition. (27/5/19)

**A/P Chris G** to find out how to get the money out of Try Booking. (27/5/19)

# 7. Race Officials Training Day

There was general agreement that the event was worthwhile. The judging videos were particularly good. It was agreed that it would be worth doing again later in the year and following up with a judging course.

Russell suggested improvements such as setting up a dummy event where the bib numbers on the judging videos match the event numbers so judging and compiling can practice together.

Compiling training can extend to how to add participants in events.

**A/P – Next Meeting** to discuss when to run follow up training (and what). (27/5/19)

# 8. Volunteer Grant

The text of the grant asked for the following:

* 6 outdoor shade shelters @ $199 each to provide shade and weather protection for volunteer judges and start/finish officials.
* Each judging station has 3 judges, and we need new chairs for 12 judges and 4 start/finish officials plus 4 compiling officials - 20 chairs @$40 - total of $1994.
* In addition we are asking for a $2,000 contribution towards a custom trailer quoted at $6000. We desperately need a new trailer to transport the equipment to different events on the Yarra and in country Victoria. Our existing trailer is close to un-roadworthy and we have a design for a new trailer with fold-out sides that can be reconfigured as a small change room for the female athletes. For most events the girls do not have any change facilities other than being wrapped in a towel!
* Computer to provide a new computer for the time recording system. We don't need a top-end model so are asking for $600.

There was a discussion on what to purchase and the following were agreed:

* Second hand computer with a solid state hard drive and installed operating system
* Smaller shelters for judging
* Curtain to convert the back of the caravan into a change room
* Pop up small shelters for change facilities
* All terrain chairs for start/finish – high enough to work at the finish table
* Camping chairs for judging stations – with cup holders into which judges can put their phones so that they don’t interfere with the ipads.

**A/P Next meeting**  - confirm who will buy what.

# Publishing minutes

Chris R said he has been approached asking for published copies of the minutes.
Russell suggested that we send our minutes to the Paddle Vic board (Mark Hegge and Roz Manester) and they can judge what should be published.

All agreed.

# Slalom Site Works

**Westerfolds:**It was noted that Ben Strmecki has been doing a lot of cleanup work around Westerfolds – **Resolution**: It was agreed to pay Ben S for hours spent slashing the grass at Westies.
Works won’t happen this financial year from what we can determine.
**A/P Russell** to talk to Jill if MCC is going to run another working bee or if STC needs to initiate something. (27/5/19)

**Goulburn River**
Craig Foulis has suggested now is a good time to do any works. Dates were discussed and it was agreed that Possibly 13th /14th July and 20th July before the proposed Country Series event would be suitable for working bees .
**A/P Chris R** to talk to Craig to see what he has in mind for the Goulburn River working bee. (27/5/19)

**Dights Falls**
Nothing to report.

# Paddle Australia Activities

Dates of events will be agreed in the next few days

**A/P Russell** to circulate dates of major events as soon as they are known from Paddle Australia. (27/5/19)

# Evernote

No time was available to discuss.

# Next Meeting

No meeting date was set.

Meeting closed 10.35pm