

Board Meeting Agenda

Date: Tuesday 15 September 2020

Time: 7.30pm

Format: Zoom

1. Welcome :

Paul welcomed everyone and mentioned that Roz Manester would be joining the meeting and future Board meetings to take minutes.

2. Present :

Paul Loughran (PL)
Mark Heggie (MH)
Georgina Wakim (GW)
William Silcox (WS)
Roz Manester (RM)

No quorum reached however it was decided that the meeting would go ahead

3. Apologies :

Kate Leverett
Vic Langley
Lawrie Chenoweth

4. Acceptance of Previous Minutes :

Moved : WS
Second : GW

5. Conflict of Interest :

None noted – GW and WS

6. Child Protection - MH

Nothing to report in this area

7. Matters Arising from Previous Meeting

- Update on:
 - **PFD exemption**

John Young (Marathon) has been working on the document.
MH will present the draft document to Marine Safety.
The exemption proposal will need to be the same as the original exemption so that it is less onerous and more likely to get through.
Consider not setting the “bar too high” which makes it too hard to comply to.
MH to speak to John Young about leaving some areas out of the proposal.
Marine Safety would like PV to take on the ownership and responsibility of the PFD exemption and govern the clubs.
Board will need to be conscious that PV is setting the standard and will need a balance between it being workable and safe.

ACTION : MH to circulate the draft document out to the Board
MH to meet with Marine Safety

No additional comments from GW and WS

▪ **Polo**

Sharon Swoboda (SS) has been meeting with the Canoe Polo committee and is making some headway with them.

They've agreed that they need a Strategic Plan and Sharon will co-ordinate that.

She has managed to explain the financial implications of buying assets, depreciation and their equipment insurance.

The Committee is starting to become a more cohesive group and have respect for Sharon.

ACTION : SS and Sandra Reaburn (SR) will compile an Asset register and determine the Polo equipment depreciation.

▪ **WW Championships**

Nothing more to add to this. The Committee will meet again in October.

The November Murray Marathon has been cancelled so restrictions will need to change before the Wildwater Committee can run any events.

ACTION : MH to invite two members of the interim Whitewater Technical Committee to the next Board meeting scheduled for October.

▪ **6-month Board self-review - Not discussed**

▪ **AGM Matters**

AGM Planning is going ahead. Agenda will be sent out on Friday 18th Sept – 40 days prior. Traditionally the Strategic Forum is run straight after the AGM due to the fact that all the delegates are already at the AGM.

MH is unsure whether this will be the best course of action as the AGM will be via Zoom (Remote Online)

Decision to be made whether Strategic Forum is run on another date.

The Constitution states that a Strategic Forum has to be held during the year, but it does not have to be run after the AGM.

PL observed that as we are holding the AGM online and in the evening, we won't have the same time capacity to run the Strategic Forum after the AGM.

GW and WS agreed that an evening time frame is not ideal for the Strategic Forum to follow on after the AGM

ACTION : PL to email all Board Members to obtain agreement to running the AGM without the Strategic Forum.

This item received supported post meeting via email

-Agenda Confirmation

ACTION : PL to email all Board Members to approve the Draft Agenda

The Draft Agenda was approved by the Board by email confirmation after the Board meeting.

- Financials :

Auditor waiting to be back in the office before PV books can be audited.

ACTION : Sandra Reaburn (SR) to confirm when financials will be audited prior to the AGM.

If they aren't audited prior to the AGM, a draft copy will be presented at the AGM

- Board Nominations

RM and MH confirmed that no nominations for Vacant Board Positions had been received.

RM confirmed that nominations should close 45 days prior to the AGM(Monday 14th Sept) and asked whether or not its possible to leave nominations open for a longer period of time?

PL commented that it has been an unusual year with many things being uncertain and changing and therefore there is a need for flexibility.

MH confirmed that advice from Consumer Affairs is to run procedures as best we can in unprecedented times but to make sure finances are all in order.

All present were in favour of keeping the nominations open for longer.

RM confirmed that GW is an Independent Director and therefore there is no need for her to re-nominate.

MH noted that if someone nominates beforehand for the position it stops a nomination being accepted from the floor. If 2 people nominate for one position beforehand, then there needs to be a ballot at the AGM.

- Guest presentation update - Not discussed

8. Strategic Plan Update

- **Increase awareness of paddling opportunities and the organization**

Connect with participants

- **Improve participation experience**

- Funding proposal re river access at Westerfolds

Ian Beasley, Chris Runting and Warwick Draper have been working on a plan for increased access ramp at the top of the Slalom course at Westerfolds Park.

No Additional funding is available from Melbourne Water for this funding year to June 2021, however they have funding for it after June 2021. Melbourne Water have approved plans and designs and are working with Ian Beasley.

Melbourne Water indicated that it could bring the project forward if PV was able to secure funding from other sources. MH reported that Manningham Council confirmed that it doesn't have the capacity to contribute to the project. However, Ian B and PV are confident that they can secure matching funding from other sources.

- **Support our existing community¹**

- Funding proposal Whitewater facility at Nagambie
Funding has been knocked back at Nagambie which will affect Rowing as well as Paddle Victoria.
- Identifying purposely felled tree hazard at Big River and advocating for removal with DELWP
This information was picked up on Facebook. The tree was below Pines camping ground and was intentionally felled and was dangerous and lying completely across the river.
MH has a good contact with an area Ranger (DELWP) and has engaged with MH to help him.
The tree hasn't yet been removed.
Big River flows into the back of Eildon and grade 2 water – very popular site for training and recreational.

PL commented that this is the type of work that MH and the PV office undertakes behind the scenes that contribute towards the PV Strategic priorities.

Working with DELWP raises the PV profile. If the tree is removed it improves the participation experience of the paddling community.

This type of messaging needs to be relayed back to the community to emphasise that we can align all the activities to one or more of our four strategic priorities.

PL asked for comments about how key strategic priorities have been addresses and viewed by the paddling community.

WS mentioned the work done to allow paddling under Stage 4 restrictions was very positive and was well received by the paddling community.

He also commented on the great work that has been done on the Goulburn.

GW also commented on paddling being allowed under Stage 4 and shows a well organized board and this was favourably received by the Sprint community.

- **Messaging to our Members**

PL commented on balancing the fine line of how much messaging we give to our members and through what forum. A lot of work was done behind the scenes during Stage 3 and 4 but the outcome and decision is what should be communicated rather than the processes.

The messaging to our members is important and should be reviewed regularly by the Board.

When do we communicate, on what do we communicate and using what channels.

Website should be the main channel as its open, transparent and immediate.

GW added to this by saying that the messaging on the website is clear and the Disciplines then take this and distribute it through their social media which makes it very effective.

MH commented that our paddling community has mostly been respectful over the paddling restrictions however the Rowing community has not and so they haven't had the gains that paddling has.

In all things we need to consider the end game and keep building relationships with key stakeholders.

¹ Definition of community: Anyone that engages with clubs, disciplines or Paddle Victoria in any form as a paddler, volunteer, coach, event participant or bystander.

The process and methodology used in achieving the gains in Stage 3 and Stage 4 was the same and wasn't deviated from and this is how we have managed to be successful.

9. Financials

- Monthly report

Not updated as yet. Will be in the Dropbox when they are ready.

MH commented on reduced income due to COVID however reduced expenses as our affiliation fees to PA have been reduced.

There is no income from Education but there is also no spending on income.

Diminished turnover however money at hand is on hold.

The office is currently on JobKeeper.

Membership income is increasing steadily. PA's package has been well received and has been beneficial in practice and as a gesture.

Victorians have supported the Paddle On Foundation and have made donations.

MH is encouraging clubs to use this money that is available for those people who have experienced hardship and cannot renew their membership.

People who have applied for it have received it and it has been distributed evenly through the States.

10. Conduct, Compliance and Risk Management

No updates in this area

11. Other Business

- PA meeting update

SPA's – Now referred to as State Paddling Association's rather than MA's.

PA's progress in achieving goals with the United Paddling Model.

More funding has been received for them to continue this model as they have received good feedback from Sports Australia who are impressed with the cooperation from the paddling associations.

MH commented that there have been some great advantages out of this model.

PV have been refining issues on the finance side with the move from MYOB to XERO.

PA have pushed this hard down to the States however MH sees the advantage to the States through processes and documentation.

MH needs to address the issues with PV staff all being employed as issues so will need advice from PA that it is legal.

ACTION : MH to check with PA the legality of PV staff being employed as Casuals.

Issues surrounding High Performance funding could be a problem for PA going forward however this won't affect PV.

PL attended EO's meeting on 28th August.

Robert Dalton – CEO Sports Australia as a guest speaker.

Out of 99 federated sports across Australia only 10 had been chosen to pilot the United Model.

Out of the 10 sports, both he, the Minister and the AIS are impressed with the progress that PA have made on the United Paddling Management.

In terms of finance, PV are in principal supportive to have a unified finance model using XERO, providing that PV are not disadvantaged or not in a worse situation. There are a few sticking points that PV will not budge on as they affect the nature of the reports that we have to supply to our funders.

The second area of the United Management model is being able to have commonality in Strategic Priorities.

PV have 4 Strategic Priorities and the new model that PA are working on is 5 Strategic Priorities.

How do PV integrate our priorities into the National priorities?

Sports Australia see that the States have been able to come together as a National body and work together. This has not been evident in the other 9 sports that have been piloted.

PL believed that this was a genuine view from Robert Dalton.

Workforce is the third aspect covered by the United Management model which will attract further funding however this may have some problem areas as there are State jurisdictions an EBA's which will affect outcomes.

PV are happy to work with this on a national level as long as the PV staff are not disadvantaged and don't go backwards in any aspect in benefits from what they currently receive.

- Candice Charles intention to nominate for PA Board.

Candice Charles resume:

20 years' experience as a Board Director, Candice is looking to build a portfolio of Directorships "... as my job"

Currently chairing Aruma (a disability organisation)

Is interested in promoting grassroots and club development.

Candice is currently serving on the INCC Committee so cannot serve on the PV Board. She would like to represent Victoria and be the voice of an active Club in her position on the PA Board.

Lawrie and Vic both know Candice and both support her nomination.

ACTION : PL to email all Board Members to obtain support for Candice's nomination.

Support was received post meeting via email.

12. Any Other Business

WS happy to see paddlers being back on the water.

There is a Virtual race being created based on the Snowy Extreme in NSW.

Paddlers are able to self-time their 2km runs on Strava using any section of 2km whitewater.

Really good to see paddlers reinventing their input and participating.



GW shared the Sprint Committees Paddle Takeover on Instagram.

A nominated paddler shared a paddle takeover day showing how they are training through COVID, what they eat, how they exercise, how they interact with friends online etc.

Sprint Committee doing a great job of increasing their followers on Instagram and creating awareness. They had a series of 4 weeks of Paddle take over.

12. Next Meeting

Tuesday 13 October @7.30pm via zoom

(noting PV AGM on Wed 28 Oct)