

Board Meeting Minutes

Date: Tuesday 22nd June 2021

Time: 7.30pm

Venue: Zoom

1. Welcome

PL opened the meeting by welcoming everyone and asked how we all responded to the most recent lockdown. PL asked Board Members to share their insights and experiences.

Overall Board members agreed that there was a feeling of fatigue and frustration over the latest lockdown 4.0. We do still need to be compliant and ensure that clubs are using QR codes.

PV was seen to have communicated well with members about paddling restrictions and what was allowed. It was good that things like zoom were already in place so that people could continue to use what they had in previous lockdowns.

All agreed that we need to be aware of how people are coping and discussed whether or not Mental Health workshops would be something PV should consider running?

2. Present

Paul Loughran (PL)

Lawrie Chenoweth (LC)

Mike Flavel (MF)

Will Silcox (WS)

Sandra Reaburn (SR)

Mark Heggie (MH)

Brigit Doyle (BD)

Georgina Wakim (GW)

Roz Manester (RM)

3. Apologies

None

4. Acceptance of Previous Minutes

Accepted: (WS) Seconded: (LC)

5. Conflict of Interest

None

6. Child Protection

None

7. Matters Arising from Previous Meeting – Refer to Action List

- Item 1 – Ongoing - MH has made an appointment with Gareth from Martine Safety Victoria to discuss progress on the PFD exemption issue.
- Item 2 - Polo asset register audit has been started. It has been very difficult to track down all the gear. John Shields is making slow progress on this.
- Item 3 - Staff and wages - To be discussed during the Finance section.
- Item 5 – Junior Code of Conduct has now been developed by PA. Ongoing
- Item 6 – Surplus still to be actioned.
- Item 7 – Mark has spoken to Tim Roadley regarding coaching support for Yarrawonga. No response from Tim at this stage. Complete

- Item 8 – Slalom wires. Wires were fixed and restored during recent floods. Encouraging to see that Melbourne Canoe Club (Warwick) has taken on the responsibility to keep the site safe. PV will continue to monitor the slalom wires.
- Item 9. PA Affiliation fee discussion – **Complete**
- Item 10. Membership fee discount proposal – **Complete**
- Item 11. UPM Update – Membership Fees - **Complete**
- Item 12. UPM Update - PA Affiliation fee model – **Complete**
- Item 13. Governance Tool discussion to be added to next months Agenda.
- Item 14. PA Board Meeting in Victoria – Didn't go ahead due to COVID lockdown

8. UPM Update (Priority)

- Financial Workflow (William)
- Workforce Workflow (Lawrie)
- Strategic Priorities Workflow (Vic)

Financial Workflow - WS had a meeting with Kate Cohen (KC - PA) and Alicia (Navigate Finance) regarding the new financial stream. WS to have a meeting with SR and SS regarding adopting PA's new recommendations.

Workforce Workflow – LC has spoken to KC on the progress.

Strategic Priorities Workflow (VL) – No update.

9. 9. Conduct, Compliance and Risk Management

Nothing to report on

10. Financials

MH spoke about new working conditions for the Paddle Victoria Staff to include annual leave, sick leave, long service leave and a wage increase.

Mark commented that he is happy for the staff to continue with their flexible working conditions and they will become Permanent Part-time as opposed to Casuals.

SR reported that we are forecasting a loss of \$13000 for the next financial year because of the wage increases, the affiliation fee hit from PA and Membership.

New Membership fees paid to Paddle Australia.

We have earned \$98,705.05 Membership fees this financial year (2020/21) but with the new PA affiliation fee model, if we fall below \$74,000.00, PA have offered to help us out financially.

To date Membership renewals have been very good and there has been a swift uptake, so we are hopeful that we will have another good membership year.

SR is concerned about this model as now we only receive \$48 (after gst) for every Adult Member as opposed to \$86 we were receiving prior to the model changing.

The cost of running the office is still the same however our income will be so much less.

The Education department will help to fund office expenses.

WS enquired about the purchase of the office Ute?

SR and MH commented that the cost of second hand vehicles had increased dramatically during COVID, so we have decided to rather do a long term rental of a vehicle rather than purchase one at this stage. This will be reviewed in 6- 12 months time.

GW commented that she had heard of a very inexpensive hiring facility and offered to find out about it.

ACTION : GW to find out about vehicle hiring service.

LC commented that we will lose out on the marketing/ advertising advantage of owning our own vehicle, however we could use vinyl decals on the windows and magnetic signs on the body work to advertise PV.

It was good that we didn't have to increase our Membership fees however we must ensure that membership fees are reviewed annually so that we don't make the mistake of not increasing them for 5 years.

It would be good to see what other sports are charging so that we have a benchmark to work against.

11. Other Business

Marine Safety

Paddle Australia and Marine Safety discussions regarding Life jacket regulations.

Background to this discussion is that there is no consistency around wearing lifejackets in different States and different Disciplines.

Everyone should wear them to start with and then get exemptions as needed.

PL commented that it was credit to Mark that he had worked so hard on this and established such a great rapport with the Governing bodies and they all work respectfully and co-operatively with each other despite the fact that it is a very slow process.

MSV work through it slowly but diligently.

Paddle Australia is keen to engage with the States over monthly zoom meetings to talk about uniform governance issues ie Working with Children Checks

PV believe that whatever your role in the club is, you should have a WWCC.

PA is driving the policy developments so that there is some consistency and a common framework throughout the States.

Other issues : Child Protection/ Safety / Lifejackets

ACTION : RM to supply the Board with a list of policies we have and what PA have currently and identify what we don't have. Include origin and date of last update

Mark and the Board discussed the paddling that had been done at Dights Falls. Its not an official site and people watch the experienced paddlers paddling at a risky site.

PV would like to make it an official site but it is aboriginal land so this may be difficult.

Board spoke about educating recreational paddlers and getting out to Discipline events to speak to the public about paddling.

SR and RM spoke about the MOU with YMCA camps to provide the Paddlepower Program into all YMCA camps. This is a great achievement as we have been working on it for some time and will be very beneficial to PV as well as to YMCA.

RM spoke about the funding available to upskill teachers in the NT to Flatwater Guides. This has been postponed due to COVID lockdowns country wide.

PL gave an update to the Nagambie Whitewater centre project.

As it will be funded by State Government, it cannot be managed by a Commercial venture.

Strathbogie Shire will not be able to run it as they don't have the experience or expertise to run such a development.

PL has spoken to Peter Fox (Linfox) and various other business people to see what idea they have about its progress.

PL informed the Board that this is his last meeting for a while as he is heading off on long service leave.

Will Silcox will be taking over as acting Chair in Paul's absence.

12. Next Meeting

Tuesday 20th July 2021 @ 7.30pm via Zoom

Meeting closed at 9.25pm