

Board Meeting Minutes

Date: Tuesday 21st September 2021

Time: 7.30pm

Venue: Zoom

1. Welcome

Covid Road to reopening – WS

WS gave an overview of the roadmap out.

70% double dose – opportunity to get together in groups.

Looking forward to schools opening up.

MH met with VicSport looking at opening up. Contact-less Sport. (Is that Non Contact sport – Confusion)

MH clarification over accessing equip from clubhouses. Not clear if this will be allowed. We will need to wait on another announcement next week.

MH to prepare info for Clubs. Waiting for confirmation.

Governance over whether people are vaccinated? We can't store medical info but we can view it.

Services Govt App will hopefully be linked to Medicare and vaccination certificate.

Query over how hard we should go in with our messaging – Do we start saying you need to be double vaxxed now to enter events and participation??

Staff/ Coaches etc. What sort of messaging do we put out to members?

Safety comes first – so this falls under safety (MF)

Sport relies on people looking after others safety.

It was suggested waiting for regulations to come out before we send out messaging to members.

Give people time to get vaccinated and pre-warn them of what measures will be taken by PV to keep members and staff safe.

Ensure people know its for events/training/ competitions etc and not just exercising paddling.

“Encourage people to continue to paddle and improve their skills but be aware of Govt regulations” (specifically vague as Govt can change their minds at any point. Takes pressure off PV mandating it.)

Question that have been discussed at Canoe Polo

At this stage vax is not mandated for that age group. (12- 15)

Peer review of people asking if they are vaxed – if people don't have phones.

There are still a lot of issues surrounding the technology.

Bring a copy of the vax certificate to an event but cannot be stored by PV or Disciplines

PV will need to help out clubs in this area to try and ease confusion

2. Present

Mark Heggie (MH)

Will Silcox (WS)

Lawrie Chenoweth (LC)

Brigit Doyle (BD)

Roz Manester (RM)

Vic Langley (VL)

Mike Flavel (MF)

3. Apologies

Georgina Wakim (GW) ; Sandra Reaburn (SR)

4. Acceptance of Previous Minutes

Accepted: (WS) Seconded: (MF)

5. Conflict of Interest

None

6. Child Protection

There are differences in these standards in all the States and the legislation is now being aligned to Victorian Standards.

MH and RM will attend a VicHealth update on the new standards and will be able to update our standards as Victoria is already in line with existing standards.

MH would like to see everybody in clubs to have a WWCC. We are hopeful that on an individual club basis they should address this.

All Board members, staff and coaches have WWCC.

BD queried the process for international students acquiring a Working with Children Check.

PV should aim to get to a place where WWCC is part of every club and organization conversation.

Club Affiliation time/ Membership Renewal/ AGM/ Club Forums etc.

ACTION : RM to prepare paperwork at next renewal so it becomes part of the member renewal.

RM to look into International Students getting WWCC

LC to update the Board on what INCC Yarra Paddlers have been doing

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

• Item 1 – MSV Life jackets exemption – MH Ongoing

MH spoke about how to mitigate the risk of paddling in the dark and wearing a lifejacket?? Case by case can apply for exemptions.

Marathon races etc.

Who governs this that the clubs are complying with exemptions?? This is a high task for PV / Club / Board to govern

Trial to have one responsible person to manage it. Ultimately the Board will be responsible.

• Item 2 – Canoe Polo Asset Register:

Spoke to Polo committee and a lot of equipment can't be accessed due to COVID.

On hold till November or January

• Item 3 - UPM Update:

Financial Workflow (William)

Workforce Workflow (Lawrie)

Strategic Priorities Workflow (Vic)

WS will try and close this out and formally close it off with PA.

LC has done everything and can send it off to PA.

Unhappy with PA singling out PV for not sending info through.

Contracts are standard base contracts.

All staff are now permanent part time.

All financials are audited thoroughly every year.

ACTION : Consider Membership no's and participation numbers.

May impact on long term PA goals - due to impacts of COVID.

Video from PA to help Clubs and PV "sell" their participation/ membership benefits.

ACTION : VL to follow up with PA.

What is a club to you?? MH working with Gen (Comms) to create these videos.

VL to confirm strategic priorities.

PA now pushing qualifications and training

On the note of training and qualifications, the comment was made that the online coaching models need to be improved and a Canoe Polo coaching course needs to be created. BD is working with NSW.

Discussion surrounding the online coaching courses and how they fall short of proper mentoring and providing professional development and structure around becoming a coach.

Need structured pathways and development of coaches.

Board queried what PA are doing around a framework or Education/ Coaching?

WS commented that PA have communicated that their main focus has been purely on just the development of systems and processes. They haven't looked at the delivery of sports outcomes in and around the education, coaching, officiating and volunteer programs and event management.

This is one area that WS will be raising with PA in a meeting with them.

What are PA doing around the education piece and what is the framework from Basic Skills upwards?

What will the Education communication process be around this?

PA should be driving providing National Models in the Coaching and Education space.

- **Item 4 - UTE Hire Pricing:**
Completed

- **Item 5 - Governance Tool discussion**

WS and MH attended a managing underperformance, goal setting and basic framework webinar with PA. Good to be able to connect with other States EOs and SPA Presidents.

PA haven't forwarded any other Governance tools as yet.

- **Item 6 – Update PV Policies: Carried Forward**

Supply the Board with a list of policies that PV have and what PA have currently and identify what we don't have. Include origin and date of last update

RM sent through info on all these policies to MH and WS.

PA are currently updating all their policies and have engaged an external Risk Management group.

ACTION : RM to determine what is over lapping with PA and where we don't have the info.

- **Item 8 - Other Business**

Direct Membership

PVic don't encourage Direct membership as its less than what a member would pay to PV and the Club.

Board bulletin shows that Paddle WA and Paddle NSW have many direct members.

Paddle SA agree with Paddle Vic that the pricing is a bit unfair and the price should be better aligned with States prices.

Direct Membership opens itself up to anyone being able to access our events and aren't held to a normal Club Members responsibilities.

ACTION : MH to email PA formally about the pricing issue.

PA have assured him that this will be reviewed.

- **Item 9 - Other Business**

- **PA AGM – 26th October**

- WS thought that it was worth postponing until the new year when the PA and PVic Board have both settled in and their new staffing has been confirmed.

- **Mental Health Concerns**

- WS reviewed his notes on a mental health workshop he has and decided it would be better if it was facilitated by someone.

- He is currently working on it to change it to be more of an information guide that will be more user friendly.

- ACTION** : WS to send out once this is complete

- **Paddle On Foundation to be highlighted on the Website**

- MH commented that Gen – our new Communications staff is currently working on the new website and will put it up **once it is complete**.

- WS commented that she has been working with Kirinari and has been getting a really good response from the clubs.

9. **Conduct, Compliance and Risk Management**

Nothing to add

Already discussed around compliance with PA

10. **Financials - SR an apology**

Financial info are in Sharepoint

WS commented on the impact on finances due to PA taking a cut of Membership fees.

Membership numbers are slightly above where we were last year.

RM said she and SR are trying to equate where we are financially by considering where we would have been had we been paying affiliation fees to PA.

Rolling memberships make it very hard to get an accurate monthly reading.

SR has commented that although we may be in a similar financial situation, our monthly cash flow is very reduced.

WS suggested to try and reflect what the percentage would have been and aggregate that over the months payments.

The current rants are still keeping the Office running.

After the PV AGM, MH and SR will put together some scenarios to put to SRV to outline the impact of Covid.

Hopefully by November we will be activating events and beginning to get back to normal.

11. **Other Business**

Paddle Australia – Staff turnover.

David Winkle – The IT / Digital website staff member has left.

He is one of the last who has been around for a long time.

Shaun Stevens – High Performance director has left in the last month. He has gone to the Queensland Academy of Sport

Duncan Tweed – Chief Operating Officer - left in the last quarter.

Lucy Warhurst – New to PA

Samantha Denmeade – Go Membership and now new digital person taking over from David Winkle.

Is it a coincidence or something systemic at PA that there is such a high turnover.

Discussion surrounded the Amazing Paddle Challenge that is being run through the Disciplines to keep youngsters engaged with Paddling and also their paddling friends in the disciplines. So far this has been very positively received.

Workload on State Organizations

Concerning and email that was forwarded by the Board of Paddle QLD and surrounded their concerns over the Paddle QLD staff being utilized as PA's workhorse.

The QLD board said they would not tolerate it any longer and PA would need to take a back seat on what Paddle QLD did as a state.

This has been discussed at the latest EO's meeting PA. PA said to let them know if the workload is too much. Mark reiterated that it has been moving too fast and has been too much work for the States.

Paddle Victoria AGM – Thursday 28th October 2021 via Zoom

Confirmed that Brigit Doyle would stand for a one year term and Vic Langley would stand for a two year term to get the years aligned for the Interested Director positions.

Still need an independent scrutineer for the online counting

12. Next Meeting

Tuesday 19th October 2021 @ 7.30pm via Zoom

Meeting closed at 9.55pm