

Australian Dragon Boat Federation



Annual General Meeting – draft Minutes

Date	11 December 2016	Time	10:00am (AEDT)
Place	St Ives Hotel, Wodonga, VIC 3691		
Chair	David Abel (DA)		
Minute taker	Angela Aston (AA)		
AusDBF Board Attendees	David Abel (President) Vic Fazakerley (Technical Director) <i>via Skype</i> Angela Aston (Administration Director) Melissa O'Brien (Governance Director) Maggie Boyce (Development Director) <i>via Skype</i> Michelle James (AusDBF Board nominee)		
Attendees			
Dragon Boat Qld: Judy New (President) Janine Lette Alex Mayes Gary Stewart		Dragon Boat Vic: Phillip Chan (President) Christine Gabriel	
Dragon Boat NSW: Geoff Roberts (President) Gio Cercone (Director)		Dragon Boat Tas: Julie Davidson	
DBACT: Joe Murphy (President) Kirsty Sheppard		Dragon Boat SA: John Holland (President)	
Dragon Boat WA Barbara Clarkson (President) Rex Tindal		Loretta Lewis (IDBF rep) Melanie Cantwell (IDBF rep) Michelle James	
Apologies			
Lesa Horntvedt (Comms Director) Martin Hastings (outgoing AusDBF Board		Suzanne Bowen (DAA) Brendan Breen (DBTAS)	
Proxies held			
Name: Sue Bowen		Held by: Angie Aston	

Agenda Topics	
Item	Description
1	Acceptance of previous AGM Minutes 15 November 2015 Moved: Janine Lette Seconded: Judy New, carried
2	2016 Financial Report / Audit – Martin Hastings Moved: David Abel Seconded: Rex Tindall, carried
3	AusDBF Annual Report 2016 The Chair asked all attendees to refer to the AusDBF 2016 Annual report for information on activities and events undertaken throughout the year; including the reports from the individual AusDBF Directors. Corrections (spelling) were noted.

	<p>Directors' Reports</p> <p>The Chair referred to the individual AusDBF Director reports contained in the Annual Report, and encouraged meeting attendees to ask questions as needed. The Chair thanked the Directors for their work on the AusDBF Board in the past year, and acknowledged the efforts by the Dragons Down Under (DDU) Organising Committee and John Holland's leadership. The Chair reported he had received excellent feedback for the three 2016 events held - the National Dragon Boat Championships, the Asian Championships and the World Club Crew Championships. It was a world first to host all three events in succession, and the Committee deserved huge congratulations for their work. Special thanks were also given to all volunteers for the time and effort freely given to cover all three events.</p> <p>The 2016 AusDBF Board members and their portfolios were: David Abel (President/Chair) Maggie Boyce (Development Director) Vic Fazakerley (Technical Director) Lesa Horntvedt (Communications Director) Martin Hastings (Finance Director) Melissa O'Brien (Governance Director) Angela Aston (Administration Director)</p>
4	<p>Election of Directors</p> <p>Ordinary Director Role 2-year duration –vacated by Martin Hastings Ordinary Director Role 2-year duration – vacated by Maggie Boyce Ordinary Director Role 2-year duration – currently held by Lesa Horntvedt</p> <p>Rex Tindal and Michelle James left the room and Chair presented each of the Board nominees to the meeting. The members spoke in favour of individual nominees, pointing out Rex's extensive support of the sport in WA, and Michelle's background and experience with the DBVIC Board. Both nominees (Rex and Michelle) were unanimously elected by the members. The meeting expressed disappointment that the third nominee, Lisa Horntvedt, was not in attendance at the meeting; but following a private poll showing majority support, Lesa was returned to the AusDBF Board.</p>
5	<p>State Updates:</p> <p>DBACT</p> <ul style="list-style-type: none"> - 623 members (430 Adults/193 juniors) – school support is key for ACT - DBACT trialed a 2-day Boat Festival in March - An interstate team has attended each of the 4 regattas held this year - Corporate strength is growing with 120 paddlers coming next week - DBACT has applied to host the 2019 National Championships - an events officer has been hired to manage regattas for DBACT - regulations were introduced to manage regattas (parking), penalties are imposed. - Pre-selection camp held for State teams last week - A small marina in Kingston is holding a sprint racing regatta – for corporates. - Organising the Kingston regatta is excellent Nationals training for the sub-committee - Introduced colored vests specific to function -w/name of function – ie Chief Marshall - Website being re-branded – aiming for 400 more paddlers (members) - Raised a tender for 200 paddles; won by Merlin - Undergoing difficulties with the ACT Government re: organizing a new building, - Seeking advice on how to encourage members to develop their skills – specifically for an official's course - Have been working closely with DBNSW <p>DBQ</p> <ul style="list-style-type: none"> - Membership numbers have remained stable - The State squad is back on track with lots of regional support - The State titles were well attended - Recently hosted the dragon boat events for the Police & Emergency Services Games, next games will be Perth in 2018. - Received another Sport and Rec grant; it will help support "Come and Try Days".

- Appreciate the ongoing support from Maggie & Ross Boyce with the regional clubs.
- Sonic juniors are going well
- Hoping to host the 2020 AusChamps
- good participation at a recent Officials course
- Transferring to Revolutionise database next season
- Children's Hospital fundraising event planned for last year is now taking place in June
- Confirmed Qld will be sending regional teams to the Nationals I 2017.

DBTAS

- Clubs are being asked to take responsibility for their own database
- The 2nd Four Bridges event was well supported with 180 competitors in 10s boats; and many paddlers from interstate
- State titles were piggybacked onto a DAA event held at Lake Barrington
- This year DBTAS is contributing dragon boat teams to the Masters Games
- Working on building officials' capacity in Tasmania
- DBTAS now has a new Constitution, and has upgraded their website
- To develop more regular scheduled competitions, DBTAS is encouraging clubs to each host one competition pa
- Working on upskilling the sweeps in TAS and now have a L2 coach trainer.

DBV

- Currently has 750 members and is introducing 6-month membership
- Held a successful regatta in Ballarat
- Board is re-visiting purpose/mission
- Established a sub-committee to oversee the Docklands hub
- Future plans:
 - Reinvigorate corporate/community races (12 Feb)
 - Hold demonstration Come & Try days during CNY – 4/5 Feb
 - Organise AusChamps – to align with Sport & Rec in Vic
 - Looking forward to working w/AusDBF in the national development of the sport
 - Junior development committee established - first meeting today
 - A new Strategy document will be sent to AusDBF
 - reviewing Constitution, particularly attrition rates and fee structure

Action:

DBVIC to send their Strategy document to AusDBF Board.

DBWA

- New board – new coaching director – Laura Hughes, new finance director,
- Renegotiating grants from Department of Sport and Rec
- Have organized one metro and one regional event (Denmark) on an annual basis
- There are 4 mini regattas being held by private schools
- Regional clubs are gaining success with their juniors' development, some appointed to Auroras team
- A junior coaching clinic held in Denmark included on land and on-water clinics
- Membership has seen a 10% increase – clubs have worked to build up membership

DBSA

- Noted the changes to the DBSA Board
- Office of Rec & Sport has facilitated a review
- Introduced a Green shirt logo – for new volunteers and officials
- The number of SA Clubs has grown from 6 to 22 clubs in last 6 years
- Membership is currently 550 plus 100 to 150 more are expected through the year
- Only two regattas have not been affected by unseasonal weather this year
- Paul Richards is now the main announcer for DBSA regattas he provides free commentary on radio
- Dragons Down Under Organising Committee was recognized for Sport of the Year and Volunteer of the Year in SA
- Planning to introduce Revolutionise this year

	<p>DBNSW</p> <ul style="list-style-type: none"> - A 5 yr Strategic Plan was completed this year and is now on the DBNSW website - DBNSW continues to work with the Urban Growth section of the NSW Government to secure a NSW site - Membership is currently - 2482 Adults and 211 Juniors, totaling 2693, and expects to reach 3400 by end June 2017 – with a 70:30 female/male ratio - DBNSW office moved to Sports House at Sydney Olympic Site this year - DBNSW acknowledged the efforts of the DBNSW staffmembers including: <ul style="list-style-type: none"> - Glenn Tasker, CEO, brings excellent credentials and is performing well; - Ramsay Cobb, with his events management experience, is proving to be a keen organiser; and - Denise, who, in addition to DBNSW, also does the accounts for a number of others tenants in Sports House - DBNSW has signed an MOU with Canoeing NSW, which has provided more regular access to SIRC, where most metro regattas are held - A regatta MOU with ACT is currently pending - Governance – DBNSW revised/updated most of the DBNSW policies this year - Noted DBNSW is now using Revolutionise for everything (IT & Membership) - Revolutionise also designed/implemented a new DBNSW website - Currently considering how to increase membership and which age group to target - DBNSW wants to develop marketing skills to support recruitment - The Board is looking for a Financial Director and a Marketing Director - Planning a road show to each of the clubs – looking for new officials <p>DBNT</p> <p>The meeting noted the background to the suspension of DBNT and that NT individuals were joining clubs in other states. The Kununurra DAA club has transferred to DBWA.</p> <p>DAA</p> <p>As there was an apology from DAA, a report was not provided.</p>
	<p>AusChamps 2017</p> <p>The meeting was given a presentation on the upcoming 2017 National Championships by Christine Gabriel. Information included the following clarifications:</p> <ul style="list-style-type: none"> - the loading pontoons will be tested and fine-tuned at regattas prior to the AusChamps - the meeting requested confirmation that the Organising Committee is hoping to negotiate car hire - there will be a 'pool' of PFDs but paddlers/clubs will be encouraged to buy - there will be plenty of car parking space available but no buses will be organised <p>Actions:</p> <ol style="list-style-type: none"> <i>DBACT to check their stock of PFDs to ensure they meet the necessary safety standards (Type 2, Level 50)</i> <i>Organising Committee to reinforce that all clubs know about PFD requirements</i> <i>JH to confirm PeiSheng 10s boats will be made to IDBF standards</i> <i>CG to forward an electronic copy of the presentation for circulation to the members.</i>
	<p>AGM ended at 11:55am</p>

	General Meeting commenced at 11:56
6	<p>AusDBF Competition Regulations and Rules of Racing</p> <p><i>Vic Fazakerley joined the meeting via Skype at 11:56am</i> to outline the major changes made to the AusDBF Competition Regulations and Rules for Racing, most of which were wording changes; although additional clarifications were:</p> <p><i>section 3.1b)</i> minimums - 10s boat = 8 paddlers, standard boat (20s) = 18 paddlers 10s boats – 50/50 gender mix = minimum 4 males, 4 females. Noted</p> <p><i>section 4.2.1.1</i> # of small boat crews for CCWC = 2 small (10s) boats per category/division noted no change to standard (20s) boats - 3 this year, 2 next year; and successful crews are required to defend their spot at the subsequent Nationals. Noted</p> <p><i>Section 7.11</i> points awarded has now become an appendix – therefore can be amended as needed. Noted</p> <p><i>Info bulletins for AusChamps</i> - bulletins are all web-based now (technical and racing) - all officials and clubs to be referred to website Noted</p> <p><i>Turns Races</i> questions were raised about turns races.</p> <p>Actions: a) <i>AusDBF to circulate a news article referring all members/clubs to AusDBF website.</i> b) <i>AusDBF to circulate a clarification to the wording around turns races</i></p> <p>Junior Category Division The members noted the differences between AusDBF guidelines and IDBF guidelines for junior category divisions. Agreed that a discussion paper is needed clarifying the Australian position and what Australia would like to become. Members will be asked to provide input. <i>VF left the meeting at 12:10pm</i> Action: <i>AusDBF with VF to prepare a paper on the AusDBF's and State Boards' position on the Junior Category divisions.</i></p>
7	<p>Auroras Selection process - A Streamlined Approach – DBNSW</p> <p>The meeting noted the background to Gio Cercone's paper and his request to State members – do you agree with the proposal for on-going discussion on this issue? It was acknowledged that the next step for this proposal should be a review by the National Athlete Pathway Committee which Rex Tindal will now Chair as the Development & Performance Director. The meeting supported the proposal in principle.</p> <p>Action: <i>AusDBF to ask the NAP Committee to review the proposal and make recommendations.</i></p>
8	<p>National Athlete Pathway (NAP)</p> <p>It was noted that Maggie Boyce has prepared a briefing to hand Rex Tindal regarding the NAP work and progress to date with the coaching course. It was noted that State Boards may need to review the NAP committee membership, to ensure each State has representation on the Committee.</p> <p>Action: <i>State Boards to review the membership of the NAP Committee to ensure each State is appropriately represented.</i></p>

	<p>Break - 12:35 to 12:55pm</p>
	<p>IDBF Update</p> <p>Loretta Lewis informed the meeting that the International Dragon Boat Federation (IDBF) is attempting to become a Company limited by guarantee, with the Isle of Man being the registered address. The lawyers have prepared the Articles of Association.</p> <p>Loretta pointed out some of the difficulties being experienced by IDBF with communications being a major concern, given the language barriers and the difficulty with managing world time-zones for teleconferences.</p> <p>IDBF is now recognized for the sport of dragon boating, as the member for Sport Accord; however, Canoeing continues to cause interference.</p> <p>AIMS (Amalgamation on Independent Members of Sport Accord) is trying to obtain IOC recognition; there are 54 criteria to address.</p> <p>Loretta Lewis completed an economic impact study, which can be used for overseas countries to assist them in obtaining grants & funding. It was suggested this was something individual states could also be working on.</p> <p>Floodlight Streaming, who did the videoing of Adelaide events, was not given the livestreaming license for the 2017 World Cup; however, they will do a video. Dragon boating may need to look at different ways of racing to keep it attractive for media concerns (ie: relay racing).</p> <p>Counterfeit manufacturers</p> <p>The meeting noted the warning that some counterfeit manufacturers are making paddles and affixing fake license numbers and IDBF stickers. This has been a problem overseas but so far Australia has been relatively protected, mostly due to challenge of distance.</p> <p>Noted Australia's success at the 2nd World Cup, in spite of the bad weather. The 100m sprint races and relay races introduced injected additional enthusiasm and excitement.</p> <p>Future locations</p> <p>2018 – Szeged – World Club Crew Championships - confirmed 2019 – World Nations Championships – Thailand – not yet confirmed 2020 – France – World Club Crew Championships – under discussion</p> <p>Loretta thanked the AusDBF Board for the invitation to attend the AGM.</p> <p>Melanie Cantwell spoke about the 2017 World Nations Championships, particularly the difficulties raised with the planned location at Dianchi Lake, Kunming Province, China. IDBF is awaiting a report on the water depth and the water quality. Because of the algae in summer months, it has been suggested to move the event to 18-23 October (the same weekend as the 2016 World Cup races). No dates have been confirmed yet. IDBF is meeting with the Chinese Dragon Boat Federation (CDBF) very soon and will keep everyone informed. The members discussed the ramifications of changing the race dates and its potential impact (clash with school exams) on the younger divisions. The meeting also noted the suggestion being floated, from Canada, to introduce a University category instead of the U24 Division. This is still in discussion. Also, consideration is being given to abolishing the Sen C category and creating two categories - 40-55rs, and over 55.</p> <p>Action:</p> <p><i>AusDF to liaise with IDBF to disseminate message asap; particularly to ensure no Auroras act on any travel plans until advised by AusDBF.</i></p>
9	<p>AusChamps Allocation Review Sub-Committee</p> <p>Janine Lette reported on a meeting, prior to the AGM, of the AusChamps Allocation Review Sub-committee as follows:</p>

	<p>Following a SWOT analysis of the current rotation system, the Committee recommends to AusDBF that the current rotation system be retained; although the Committee has suggested an addition to the criteria for “why should you still get it?” such that lead-up periods for each state will be identified, and yearly reports will be requested. Therefore, as each event gets closer, everyone should be clear regarding the preparations underway.</p> <p>Future locations for National Championships are proposed as:</p> <p>2017 – Albury 2018 – NSW 2019 – ACT 2020 – QLD 2021 – WA 2022 – SA</p> <p>At the next face-to-face meeting of the AusChamps Allocation Review Sub-Committee, NSW, ACT and QLD will be asked to give a briefing on their preparations to date. Therefore, venues can be approved, booked in good time. To date, TAS is not included in the rotation; however, the 2017 Masters Games will be a good forerunner. If all goes well, then TAS will be added to the rotation run.</p>
10	<p>10s vs 20s Boats at AusChamps – including State vs State day</p> <p>The meeting noted that NSW and VIC have had 300+ applicants for State teams and would therefore like to see racing in standard (20s) boats.</p> <p>It was suggested that plans remain as they are for 2017, but AusDBF will consider introducing only two senior categories (Sen A and B) for 2018. This decision will need to follow a review of how this change will affect policies, revenue etc.</p> <p>If the decision to move to only Sen A & B categories is introduced; it should be reviewed after two years of operation to judge its success and its impact on the smaller states.</p> <p>The meeting confirmed ‘in principle’ support to look at 2018 AusChamps being the first year to introduce dual Seniors divisions and agreed that this must be implemented by 1st June 2017.</p> <p>Action: <i>(AusDBF) The decision to move to dual Seniors divisions for 2018, must be in place, ready for implementation, no later than 1st June 2017.</i></p>
11	<p>Junior Category Definition – confirm – refer to item 6</p>
12	<p>Points and Awards System</p> <p>The meeting noted the Points and Awards System paper and the responses from the various trophy ‘owners’, and suggested the current ‘un-named’ trophy could be the award for the fastest junior crew with the description the same as the other trophies <i>‘fastest junior crew of the event regardless of gender, combining times across 200m and 500m distances. One combined time will apply per club). The winning crew must have competed in both of the agreed distances, crew lists may change.’</i></p> <p>Clarified that ‘fastest time’ for all trophies, applies to any races (heat or grand final).</p> <p>Motion: That members support the changes proposed as outlined in the circulated paper, effective from AusChamps 2017.</p> <p>Moved: Melissa O'Brien, seconded: Barbara Clarkson, carried</p>
13	<p>Cantwell-Lette Grant</p> <p>The meeting noted and supported the proposed change to the processing of Cantwell-Lette Grant, such that State bodies will receive applications, and put forward their recommendations to AusDBF, who will then appoint an expert panel to review, judge and award. Categories remain as Coach, Paddler, Governance, Official.</p> <p>Action: <i>AusDBF to advertise changes to Cantwell-Lette Grant process, and call for grant applications asap.</i></p>
14 14.1	<p>General Business</p> <p>Commonwealth Demonstration Event</p> <p>David Abel outlined the background to this proposal and the discussion between Mark</p>

	<p>Forbes and Kel Watt. The meeting recognized this event could be a media opportunity for dragon boating in Qld with international teams taking part. The proposal is close to the AusChamps dates for 2018.</p> <p>It was noted that IDBF signed an MOU with Canoeing Australia to do a joint event in Hamilton Island.</p> <p>AusDBF agreed to work with QLD, Mark Forbes and the Qld Government to further investigate and/or develop this event. It was noted that the Organising Committee wouldn't have to be from Qld.</p> <p>Actions:</p> <p>a) <i>AusDBF and DBQ to investigate further with Mark Forbes and the Qld Government, and report to members.</i></p> <p>b) <i>M Cantwell and L Lewis will take Commonwealth event suggestion to IDBF.</i></p>
14.2	<p>Logo Succession Planning</p> <p>Joe Murphy referred to discussions and work done by DBACT with logo development. The Chair encouraged everyone to think about the suggestions put forward.</p>
14.3	<p>Impact of CCWC on racing – paper from QLD</p> <p>This paper has received comments from some members, and it will be given to Rex Tindal for discussion, review and feedback.</p>
14.4	<p>Relay Racing</p> <p>The meeting noted the suggestion to hold a relay race (on State vs State Day) at the AusChamps – it would be 100m each way. The meeting agreed in principle to investigate this option (10s boats only).</p> <p>Action:</p> <p><i>DA to put together a paper on this relay race for the members.</i></p>
14.5	<p>Succession Planning</p> <p>The Chair informed the meeting that both he and Melissa O'Brien will not be standing for the AusDBF Boar next year, and encouraged the members to think about future potential board members.</p>
14.6	<p>Risk Sub-Committee</p> <p>The AusDBF Board wishes to establish a Risk Sub-Committee and will make use of the risk paperwork prepared by Loretta Lewis.</p>
14.7	<p>Other Business</p> <p>QLD - none</p> <p>WA - none</p> <p>TAS – none</p> <p>ACT – would like to see a quarterly meeting</p> <p>NSW – thanks to AusDBF for the meeting</p> <p>DBV – thanks to AusDBF for the meeting</p> <p>SA – none</p>
	<p>The meeting ended at 2:55pm</p>