



# REDCLIFFE RED DRAGONS BOAT CLUB Inc.

## MINUTES OF GENERAL MEETING

<b>Date:</b> 19 <sup>th</sup> June 2021	<b>Time:</b> 9.30am	<b>Venue:</b> The Paddlers' Den
<b>Meeting Opened: 09.50 am</b>		
<p><b>Attendees:</b> Andrea Coe, Ann Matthysen, Barbara Flynn, Charlene Povey, Cherie Robinson, Cheryl Rigby, Debra Watson, Del Martin, Donna Pascoe, Erlinda May, Frances Heales, Gillian Robinson, Iciar Argus, Jenny Shapland, Jill Aplin, John Braithwaite, Karen Burns, Karen Rolfe, Karin Wagner, Kate Fagg, Kelly Monds, Lisa Dunne, Lorna Hill, Margery Barnes, Mitchell Stokes, Natalie Bliesner, Natalie Mason, Nita Cox, Norma Kelly, Paul Hogg, Phil Matthysen, Rita Beadsmoore, Rosetta Lynis, Shelly Baumann, Sonia Anger, Sue Batchelor, Sue Drinkwater, Theresa Lymbery, Tina Van Kuyl, Sam Homer</p> <p><b>Apologies:</b> Anne Mackay-Lewis, Clyde Hill, Debra Hall, Hine Hill, Janice Reuter, Josie Lategan, Kay Roper, Lyn Stainlay, Nigel Shapland, Rhonda O'Brien, Sonnie Flores, Melanie Roper</p> <p>Accepted by: Ann Matthysen          Seconded by: Fran Heales</p>		
<b>CONFIRMATION OF MINUTES OF PREVIOUS GENERAL MEETING</b>		
<p>Minutes were made available by email and copies available at Meeting No business arising out of these Minutes.</p> <p>Motion Minutes be accepted. Accepted by: Fran Heales Seconded by: Sonia Anger</p>		Cheryl Rigby
<b>CORRESPONDENCE IN AND OUT</b>		
<p>Tabled at the Meeting. Filed with these Minutes.</p> <p>Motion that Correspondence be accepted as presented. Accepted by: Karen Burns Seconded by: Donna Pascoe</p>		Norma Kelly
<b>POSTPONEMENT OF AGM</b>		
<p>Confirmation that the AGM will now be held approximately in September each year. One of the changes in our Constitution was amending the financial period from calendar to financial year. Our financial audit can't commence until after the 30<sup>th</sup> June. Our audit financials must be presented at the AGM.</p> <p>Cheryl noted that she believed changes had been made previously to enable the AGM to be held in June before the start of the new season and that the accountant could complete the audit in a quieter time. Rita B confirmed that it was easier as the financial year ended in December. Cheryl feels this was overlooked when the Constitution was amended and the new Committee will have to stay for approximately 15 months to bring it into alignment with 2022 AG in the midst of the paddle season.</p> <p>Rita B noted that it would be a good idea that the club still holds a GM in June to discuss the end of the season – achievements, team manager reports, etc. The new Committee may also wish to continue to hold the Committee elections in June.</p>		Cheryl Rigby

<b>STRATEGIC PLAN</b>	
<p>Confirmation from the last GM that the Committee has completed the Strategic Plan. It was forwarded to members by email to review and provide feedback. Only one member replied. Rita B noted a few typos and inclusion of an additional point. These changes have been made.</p> <p>The plan has been completed as a platform for future Committees to work with to enable the Club to continue to grow. Points within the plan need to be reviewed on an ongoing basis and are to be used in line with the action and development plan that the committee has completed. It is a fluid plan; changes to be made when necessary.</p> <p>Motion to accept the plan as presented. Accepted by: Gill Robinson Seconded by: Donna Pascoe</p>	Norma Kelly
<b>MEMBERS SURVEY 2021</b>	
<p>Natalie advised that she didn't want to get too involved in all aspects of the Survey. She confirmed that the number returned was slightly disappointing and that it was mainly completed by members who are passionate in the positive or passionate in the negative. We looked at the culture of the Club and what members meant by that:</p> <ul style="list-style-type: none"> <li>* Clarity – The direction of the club. This is where the strategic plan comes into play.</li> <li>* Communication – About regattas and the Club's involvement in regattas. We have started to use a communication board where regattas that the Club will be attending are listed or regattas and/or events that members could attend without the Club. Once the floor resurfacing is completed, additional notice boards will be installed.</li> <li>* Sporting terms – When in the boat, we need a process to help new members understand the terms used. The Committee will look at reintroducing a New Paddler's booklet.</li> <li>* Training – The current Committee has already commenced reviewing training and this can be seen in Charlene's training plan with introducing club coaches, etc. Going forward this will have to be reviewed by new Committee.</li> <li>* Connection – Ensuring new members continue to feel connected within the club. A number of discussions have been held among the current committee - with feedback provided to the new Committee.</li> <li>* Commitment – The Club has a commitment to the members but the members also have a commitment to the Club.</li> </ul> <p>No questions arose from the above. The new Committee to review..</p>	Natalie Bliesner
<b>MEMBERSHIP FEES 2021-2022</b>	
<p>Memberships were presented to members for ratification</p> <p>Adult Member        \$230 (\$90 DBQ \$140 Club) Other Waters Sports \$186 (\$90 DBQ \$96 Club) Junior Member       \$115 (\$40 DBQ \$75 Club) Affiliated Clubs     \$100 (Pinks and FCRD)</p> <p>Agreed: RRD annual fees will be pro-rata for new (including members returning to the club) members using the following scale:</p> <p>July to December – Full fee = \$140.00 January to March – 1/2 = \$70.00 April to June – 1/3 = \$35.00 DBQ fees in addition to above</p>	Cheryl Rigby

Karen B had a query regarding members not paying their fees until January and being able to obtain the lower cost. The description of returning members is those who have left and had a reasonable time frame away from the club. It will be up to the Committee to decide on a case-by-case basis. It needs to be remembered that our Club fees are used to cover the expenses of the Club.

A query from Jill regarding the Affiliated Club fee for Pinks Club. This fee was agreed last season with the old Committee and came into force with the new Constitution. Last year, due to Covid, this fee was waived.

Motion to accept the membership fees for 2021/22 season.

Accepted by: Sue Drinkwater

Seconded by: Margery Barnes

## ANNUAL REPORTS

### **President's Report:**

#### **Read at meeting by Cheryl Rigby – motion to accept report**

Accepted by: Iciar Argus

Seconded by: Rita Beadsmoore

Filed with copy of these Minutes.

### **Treasurer's Report:**

#### **Advised at meeting by Jenny Shapland - motion to accept report**

Accepted by: Ann Matthysen

Seconded by: Kate Fagg

Jenny apologised that the details will be 'off the cuff' as the report has been misplaced.

The Club wasn't fully functional due to Covid but was able to maintain a good financial position. In our general account we have \$17,762.00 and in our building fund account (% out of our membership) - sinking fund account to maintain the building - is approximately \$7,700. We have another account with approximately \$13,000 in which we deposit money received when we hire out our boats to DBQ, with these funds used to maintain the boats. We also have money received from the last Grant \$11,270 to be used to epoxy the floor. Also, is the money in a holding account from members who have paid a key deposit - which will be refunded to the member when the key is returned.

Financially, we did reasonably well eventhough we didn't hold our regatta. We continued to receive funds from the Container for Change. We also received \$400 from MBRC for each Come n Try that we held. Our membership fees for 2020/21 were only charged for a six month period.

Rita B had a query asking why the Council did not maintain the building. It was confirmed that the Council would maintain the building eg if the roof was damaged but any additional improvements eg resurfacing the floor was at the Club's expense.

### **Team Registrar's Report:**

#### **Read at meeting by Iciar Argus - motion to accept report**

Accepted by: Fran Heales

Seconded by: Karen Rolfe

Filed with copy of these Minutes.

### **Maintenance Report:**

#### **Advised at meeting by Paul Hogg – motion to accept report**

Accepted by: Fran Heales

Seconded by: Gilly Robinson

Paul confirmed that there are always maintenance matters to be completed at the Club house. The list for the last twelve months is long. The whiteboard to identify jobs is working well and going forward we will continue to use the same method. If anyone sees something which needs repairing, etc write it on the board and it will be actioned.

<p><b>Assets / Uniforms:</b>  <b>Read at meeting by Gilly Robinson - motion to accept report</b>  Accepted by: Shelly Baumann  Seconded by: Cherie Robinson  Filed with copy of these Minutes.</p> <p><b>Coach's Report:</b>  <b>Read at meeting by Charlene Povey – motion to accept report</b>  Accepted by: Gilly Robinson  Seconded by: Rosetta Lynis  Filed with copy of these Minutes.</p>	
<b>ELECTION OF MANAGEMENT COMMITTEE MEMBERS FOR THE 2021/22 SEASON.</b>	
<p><b>The Chairman declared all Management Committee positions vacant.</b></p> <p><b>Appointment of Returning Officer: Fran Heales</b></p> <p>Norma Kelly moved that Fran Heales be appointed as Returning Officer &amp; seconded by Jill Aplin.</p> <p>Motion approved.</p>	Cheryl Rigby
<p><b>President:</b> Three nominations were received and one was accepted. <b>NORMA KELLY</b>  All the nominations had been seconded – All in favour by show of hands.</p> <p style="text-align: center;"><b>Norma Kelly was appointed as President</b></p> <p><b>Vice President:</b> Two members have been nominated.  Four nominations were received and one was accepted. <b>NATALIE BLIESNER</b>  One nomination was received and one was accepted. <b>JENNY SHAPLAND</b>  Appointment of Returning Officers: Fran H, Karen R and Kelly M. Members advised to mark their ballot paper with 1 name from the nominee list and give it to a Returning Officer. Ballot undertaken.</p> <p style="text-align: center;"><b>Natalie Bliesner appointed as Vice President</b></p> <p><b>Secretary:</b> Two members have been nominated.  One nomination was received and one was declined. <b>ANN MATTHYSEN</b>  One nomination was received and was accepted. <b>DEBRA HALL</b>  All the nominations had been seconded – All in favour by show of hands.</p> <p style="text-align: center;"><b>Debra Hall was appointed as Secretary</b></p> <p><b>Treasurer:</b> One nomination was received and accepted. <b>LISA DUNNE</b>  As the nomination had been seconded – All in favour by show of hands.</p> <p style="text-align: center;"><b>Lisa Dunne appointed as Treasurer</b></p> <p><b>Team Registrar:</b> Two nominations were received, and one was accepted.  <b>SHELLY BAUMANN</b>  As the nomination had been seconded – All in favour by show of hands.</p> <p style="text-align: center;"><b>Shelly Baumann was appointed as Team Registrar</b></p> <p><b>COMMITTEE MEMBERS:</b> Eight nominations received for the 4 positions on the management committee with 1 refusal, 6 acceptance and 1 no reply.  The acceptances were:  NITA COX, NATALIE MASON, ROSETTA LYNIS, PEGGY RAPLEY, JENNY SHAPLAND and NATALIE BLIESNER</p> <p>Natalie Bleisner declined the nomination as she had been elected as Vice President.  This left 5 nominations for 4 positions.</p>	Fran Heales

<p>Appointment of Returning Officers: Fran H, Karen R and Kelly M. Members advised to mark their ballot paper with 4 names from the nominee list and give it to a Returning Officer. Ballot undertaken.</p> <p>Committee Members Elected from Ballot:  <b>NITA COX, NATALIE MASON, ROSETTA LYNIS and PEGGY RAPLEY</b>  As the nominations had been seconded – All in favour by show of hands.</p> <p><b>Those named above were appointed as Committee Members</b></p> <p><b>Destruction of Ballot Papers. A motion was moved that the ballot papers be destroyed by the Returning Officers.</b>  Seconded by Donna Pascoe</p> <p><b>Appointment of:</b></p> <p><b>Club Coach</b>  The 2020/21 Management Committee has appointed <b>Charlene Povey</b> as Club Coach for 2021/22 season. Charlene Povey accepted the position - All in favour by show of hands.</p> <p><b>Head Sweep/Sweep Mentor</b>  Nominations called for Head Sweep/Mentor:  Karen Rolfe proposed: <b>Del Martin</b> Nomination accepted.  Seconded by Paul Hogg - All in favour by show of hands.</p> <p><b>Club First Aid Officer</b>  Nominations called for Club First Aid Officer:  Cheryl Rigby proposed <b>Andrea Coe</b> Nomination accepted.  Seconded by Iciar Argus - All in favour by show of hands.</p>	
<p><b>MEETING CLOSE: 11.55am</b></p>	

Next Meeting: TBC

CHAIR'S DECLARATION THAT MINUTES ARE A TRUE AND CORRECT RECORD OF THE PROCEEDINGS OF THE MEETING (Following ratification at the next Meeting)

**Name (Chair):**

**Signature:**

(May be electronic) .....

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Date: