



TWEED COAST OUTRIGGERS Inc.

Minutes of Monthly Committee Meeting

Held at th Ivory Tavern

December 6th, 2017

Present: Tony Kent (President), Rod Dawson (Vice President), Christine Gilpin (Treasurer), Gert Christensen, Geraldine Lockyer, Jane Keogh

Apologies: Karen Woodford (Secretary)

Members in attendance: Mark Brown

Approval of Minutes November 8th, 2017

Moved Geraldine Lockyer and Seconded Rod Dawson that the minutes be accepted with one change

“that the committee **approach John Forrester to be web site Coordinator** (not Karen Woodford as penned)”

Carried

1. Approval of Minutes November 24th. 2017

Moved Geraldine Lockyer and Seconded Rod Dawson that the minutes of November 24th, 2017 as tabled be accepted.

Carried

2. Business arising from the minutes – nil

3. Presidents Report moved by Tony Kent and seconded by Gert Christensen was discussed with the following recommendations accepted

- a. Approval to form a maintenance panel of Gert Christensen, Rod Dawson, Jenny Johnson, Jeff Johnson that is responsible for maintenance of all Club equipment and installation and upgrade of storage facilities as outlined in the Budget.

Carried

4. Treasurers Report was Moved by Christine Gilpin and Seconded by Geraldine Lockyer that the following proposals be adopted

- a. The 2018 Budget as tabled with a deficit of (\$21,930) be adopted
- b. The Monthly results as tabled be accepted
- c. That Payments within the monthly financial report be approved

- i. \$370 – to Paul King for reimbursement of expenses (Receipts to be provided)
 - ii. \$264- to Tweed Glass for repairs to the Club Notice Board
 - iii. \$40 – to Fabhippo for domain registration
 - d. New member application for Social membership from Linda O'Kane be accepted
 - e. Membership subscriptions for 2018 financial year be \$260 and \$145 for each six month if paid in 2 installments
 - f. Shed storage fees for personal canoes be \$120 per annum
 - g. Transport towing fees approved in 2017 be maintained in 2018. That is a schedule of distances at 40 cents per kilometer for payment to the driver.
 - h. Key register be maintained by the Treasurer and updated with key numbers
- Carried

5. Correspondence In:

- a. AOCRA proposal re V1 Super Series to be run at 4 Clubs during the January to June 2018 period.
 - i. Moved Tony Kent and Seconded Rod Dawson that TCO run the first regatta at Old Fingal Boat Harbour on January 13th, 2018. (more details to TCO members when finalized)

Carried
- b. Rowing Club seeking payment of over \$4,000 in back water rates
 - i. Resolved for the President to meet with the club and come back to the TCO committee with a financial proposal. There is no denying TCO owes some money but the quantum and time to pay needs to be resolved.
- c. SQ Zone proposal to update skills on OC1 for accredited coaches was distributed – with no acceptances
- d. Quote from Outrigger Connection re repairs to trailer. Note a special meeting on November 24th resolved to proceed.

6. Risk Management

- a. Jane Keogh tabled the member's attendance register.
- b. Noted we had an incident with Florrie Watkins – slipping and falling at the shed entrance, resulting in bruising. Resolved to remove the carpet and replace with gravel.

Repairs completed on 9th December 2017.
- c. Noted a private session was conducted after TSC gave warnings of polluted water conditions following flooding. Resolved that no club sessions are to occur in the future when and if the river is closed for any reason.

- d. Geraldine Lockyer had reviewed the current October edition of the Risk Assessment policy and is recommending some typo changes. Discussion followed regarding the policy “compulsory use of covers to go into the ocean”
 - i. Resolved to amend the policy to say “consideration to using covers going over the Bar and into the ocean will be at the discretion of the coach or **session leader** taking the session”

7. Regatta schedules and Team Nominations and selection panel

- a. Resolved to call a Coaches meeting with Lucky Hookano, Gert Christensen, Jannette Lanskey, Michelle Lonergan and Jenny Johnson to encourage early selection of teams in preparation for Sprints, Sydney and OC6 season.
- b. Results of the coaches meeting to be recorded at the next monthly Committee meeting

8. Web site Maintenance

- a. The President highlighted the current web site information is not up to date and this has to be rectified as a matter of urgency. Jenny Richards had resigned from the position and Karen Woodford declined the position.
- b. Resolved to ask John Forrester to take on the task of Web site maintenance.
- c. Resolved that authority to approve changes be limited to Tony Kent. Jane Keogh and Geraldine Lockyer.

9. Training

- a. It was acknowledged that the organizing of training was difficult due to numbers attending not being notified in advance. Geraldine stated the dragon boaters had an interactive **excel** Doc that club members were asked to complete notifying of intentions to attend. This gave the coaches accurate attendance numbers and assisted in planning of sessions.
- b. Moved Geraldine Lockyer and Seconded Rod Dawson that **John Forrester** be asked to implement an interactive session planner on the club web site.

Carried

10. Club Clothing

- a. Geraldine Lockyer has taken over the management of club uniforms and associated clothing. The meeting was advised new clothing was at Karen Jennings home and a stock take had listed all sizes available for each style of clothing. In total we had 73 garments with an approximate value of \$2,000.
- b. It was also reported we had some very old stock. Resolved to clear **out all of the old stock that is no longer able to be used with Geraldine to offer excess items for sale.**
- c. Also resolved that new premises would be designed to ensure all clothing **and club equipment would be able to be** stored at the Club facilities

General Business - nil

Date for the next meeting is January 3rd, 2018 at 7.00pm – Ivory Hotel

The Meeting Closed at 9.11pm

Signed as a Correct record

Tony Kent (President) and meeting Chairperson.