

Exec Meeting Agenda

Date/Time:

Tues 7th Apr 2015, 7:30 pm

Item		Action by Whom
1.	Welcome	
2.	Meeting Attendance: Adam Rolls (Chair) Claye Mace David Bevan (minutes) David Hugo Emily Ingram John McClausland Jonathan Knox Jonathan Larcombe (Larcs) (Part Time) Paul Shipp Peter Sebbage Simon Barnes Tineka Morrison	
3.	Apologies for non-attendance: Nil	
4.	 Minutes of last meeting: Motion: That the minutes of Exec mtg held on 3rd Feb be accepted as amended. Proposed by David B, seconded by, carried unanimously 	
5.	 Correspondence In: (The Exec member who replies to a tamar@canoe.org.au email cc's the reply to tamar@canoe.org.au so all tamar@canoe.org.au recipients know a reply has been sent.) xx Active Launceston email soliciting support for future funding from Lanceston Council Endorsed Group Newsletter various fliers Sport and Rec – newsletter - Actively in Touch DHL Transmittal notice (In German) Email from Karolane (New Norfolk) enquiring about WW kayaking in Tas. Adam R and Jonathan K responded. Email from Michael Wright enquiring about BLD date for 2015. Claye responded. Miscellaneous junk mail 	
6.	Correspondence Out: • ?	

Item		Action by Whom
7.	Financial Matters	
	 Financial Report Finance Report to be presented by Simon B. Motion: That the Finance Report be accepted. Proposed by Simon B, seconded by, carried unanimously 	
	Approval of Payments The following payments were tabled for authorisation	
	Motion: That the above be paid. Proposed by Simon B, seconded by, carried unanimously.	
	Reimbursement of Instructors/Guides Course/Assessment/Renewal	
	 Fees Discuss tabled policy. Motion: That the policy (as amended at the meeting?) be approved for use, posted on the website and promulgated around the club. Proposed by David B, seconded by, carried unanimously 	David B
	 EziDebit Update on "Completion of EziDebit form by Simon B / John McC is ongoing. Proving the on-line registration and membership fee payment process is also on-going." 	Simon B / John McC
	 Interest on Deposits. Update on "Actions re higher interest / higher security are postponed until coming polo purchases are complete." 	Simon B
	Bank Account Signatories • Form submitted. Item closed	
	Canoe Polo Fees, including Use of gear • Proposal from Simon	
	Membership fees for FY 2016 and Use of gear • Discuss	
	 5 Year Financial Plan Do we want one, in particular a plan for updating old equipment and adding new? This would drive the need for any grants we might want to apply for. 	
8.	Equipment Matters:	
	Canoe Polo Purchases Update from Adam R	
	 Bosons Report Actions Update on "Re actions identified in 2014 Boson's Report: Topo duo: Jonathan K will email Electric water re replacement of inadequate decks. 	Jonathan K

Item	Action by Whom
9. Events / Programs	
 Active Launceston Update from Emily re possible fit with Active Blokes and Active & Alive programs. 	Emily I
Women's / Family Kayaking DayUpdate by Emily in GM.	
Paddle PowerUpdate from Simon on PP in GM.	
Club Open DayUpdate from Simon / Adam in GM	
Under 3 TripsUpdate from David in GM.	
 Triallist for Under 3 Trips Non-members will fill in the 'Entry Application and Declaration' and the Triallist Register and will pay the AC Triallist Event Fee. David B will email a legible copy of the raw register to AC and transfer collected \$ to AC's nominated bank acct. David B will keep the signed 'Entry Application and Declaration' for one 	
year.	David B
10.Sites	
Site Surveys	
See GM agenda 11.General Business:	
 David B absence from 7th July to 7th Sept David B will be overseas during this time. It includes the AGM and two U3Trips. He is willing to stand as Secretary again. He will issue separate agendas for the Aug 4th Exec Mtg, AGM and General Meeting in formats similar to this and would appreciate one or more people amending the agendas to reflect proceedings and issue them as the minutes in his absence. He will organise people to coordinate/run the Aug and Sept U3Trips. The default Aug trip is the BLD course on the Sat. 	David B David B
 AC Member Database Completeness Update on "Reconciliation of past members with the AC database and clarifying/correcting applicable fees in the on-line registration process is on-going". 	John McC / Simon B

Item	Action by Whom
 Duty of Care Working with Children – will become an issue for PP next summer Member Protection – David B is working thru the induction and intends to attend the MPIO workshop in LST on Wed 29th Apr. Larcs has moved away and is no longer available as an MPIO Update Position Descriptions and Hand-over Checklists Simon and David to update the above for Treasurer and Secretary prior to AGM. 	David B Simon B David B
 9 Boats for Christian School on Tues March 17th Our offer was declined. Item closed. 	
12. Next Exec meeting: Tuesday June 2nd, Workers Club at 8.00	
13. Exec Mtg Close time: pm	