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| TCCLogoNoWWW | Exec Meeting Minutes | Date/Time:Tues 6th Jun 2017, 7:30 pm |

| **Item** | **Action by Whom** |
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| Welcome |  |
| Meeting Attendance:Adam Rolls (Chair)Adam DickensonClaye Mace David Bevan (minutes)David Hugo Jack Bower (part time)Geoff McQueen (part time)Jonathan KnoxPeter Sebbage (part time)Simon Barnes |  |
| Apologies for non-attendance:Nil |  |
| Minutes of last meeting:* Motion: That the minutes of Exec mtg held on April 4th be accepted.Proposed by David B, seconded by Adam R, carried unanimously.
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| Safety/Member Protection MomentSafety Intervention:Two members of the Exec described recent incidents where they had intervened when they saw unsafe behaviour at Canoe Polo.In the first incident they saw a young female CP player entre the game with a badly fitted helmet. Her ponytail had been tied on top of her head, lifting the helmet up so the face guard barely covered her nose. In this case a fairly authoritative instruction to rectify the situation had the desire effect.In the second incident an older male was seen practicing a high brace with arms extended. They asked whether they could offer some advice. Only after a positive response, they suggested a better technique. The advice was well received.Safety intervention (and Member Protection intervention) is important. It was suggested it be the subject of this month’s MPIO Post. | Since done |
| Declaration of Conflict of InterestNil |  |
| Correspondence: (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.)* From Claye M– membership renewal letter. No action required.
* From Geoff McQ – re request from MVC for an instructor for Intro to Kayaking. No response sent.
* Between David B and Rose T – she advised she was about a third thru her MPIO on-line training (as at 7th April).
* From Canoe Tas - Request for asset list and value. No response sent.- Working with vulnerable people registration – did not require action from us as we are already compliant.- various notices
* Various NewslettersActive Launceston - various activity flyersSports Community:Sport and Rec - Actively in Touch
* Miscellaneous junk mail
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| Financial Matters |  |
| **Financial Report*** Simon presented the financial report for June, including nominated expenses for approval.
* Motion: That the financial report for June be accepted and the nominated expenses be approved for payment.Proposed by Simon B, seconded by David B, carried unanimously.
* Further requests for reimbursement: Nil.
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| Equipment Matters: |  |
| **Treasurers and Boson’s Asset Registers**Boson to do stocktake near end of June.Treasurer and Boson to reconcile their Asset Registers before AGM. | Jonathan KJonathan K / Simon B |
| **Grant Application**Claye has submitted a proposal for:* 4 Polo BATS and associated decks, helmets and paddles (Predator or Vampire BATS, Solution Decks, Shotover paddles with glass shafts)
* Mobile boat rack
* 2nd cage on wheels for polo gear (now purchased)
* 6 extra Canoe Polo helmets
* 2 x Creek Boats & associated decks (small creek boat now purchased)

Waiting on reply re grant application, before more purchases. Post meeting note: The grant has been approved and Claye has initiated purchases. | Claye M |
| **Bosons Report 2015 Actions**Actions identified in 2015 Boson’s Report:* Club trailer. Brackets yet to be welded on trailer for spare wheel and light board
 | Jonathan K |
| **Bosons Report 2016 Actions*** Trinidad double Sea Kayaks:
	+ Buy 2 nomad size decks.
	+ Buy new neoprene hatch cover. From Sam’s sails.
* Polo BATs - Re remaining damaged BAT at pool. Salvage useful parts and dispose of hull. Update equipment register.
* Polo goal/rope carabiners - Those in bad repair have been replaced. Item closed
 | In handClaye MDavid H/Jonathan K/ Simon B |
| Events / Programs |  |
| **TCC Slalom Paddlers**With Mersey Forest Road open we will be going to the Mersey Slalom Course as often as possible. Look out for notices on FacebookAll welcome. Any kayak. |  |
| **Canoe Polo**5 A Grade Teams, 7 B Grade Teams, each with about 5 players.People have generally paid for both halves of teh season early. The new pricing structure is working.Coaching of B Grade teams is working.New people are taking up refereeing.Mid-season dinner to be organsised. | David H |
| **2016 North Esk Paddle Fest**$60 surplus to be forwarded to Simon B. | Simon B |
| **2017 North Esk Paddle Fest**Planned to bookend the Lea (to be held on 23-24 Sept) to attract wider participation in both.Confirm which weekend with Hippy.Hippy is overseas until the week before.Camping at Knox FarmRegarding potential organisers:* Contact Suzy and Tim Watson
* Contact Adam Dickenson
* Contact David Cham
 | Simon BJonathan KJonathan KDavid H |
| Sites |  |
| **Hadspen**No update from Geoff |  |
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| **Mersey Rehab and Development** |  |
| * Restoring damaged infrastructure:Design complete.Kicking off the Reserve Activity Assessment this month.Target completion: **Sept**/**Oct?**)
* Wood in RiverDavid B Will discuss removal of wood in Slalom Course and at the bend below 1st Drop, with Parks at above kick-off.
* Site Development Plan:No news
 | David BDavid B |
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| General Business: |  |
| **Creating a Successful Sporting Club**Position Descriptions* David B has written up the documentation for the Secretary’s position. The Spreadsheet format works well. David B to put the info he has for other Exec roles into the spreadsheet.
* Then to be edited by incumbents.
* Non-Exec positions also to be included, with place holders for BLD, PaddlePower & Under 3.
* David H and Adam R will prepare the documentation for the CP and Hadspen coordinators.

Succession Planning* David B planning to hand over Sec role by AGM 2018. He is about to start recruiting a replacement, with handover as soon as practical.

Website* Adam noted that the vast majority of visits we get to the Website are via links from Facebook re Hadspen and CP. This suggests we don’t spend a lot of time modifying other content.
* David B reported he had prepared a site map and found:
	+ Some content is dated and some links don’t work
	+ Some very useful stuff is tucked away in inconspicuous places.

He will identify some minimal changes to make useful content conspicuous and hide dated content.Member Survey* We will survey 5 members each, selected randomly.
* Adam to forward membership list for last 3 yrs.
* David B will identify surveyees and send to each Exec member, together with the survey sheet.
 | David BAllDavid BDavid H/ Adam RDavid BDavid BSince doneSince done |
| **Member Protection**David B has continued bi-monthly Member Protection posts on TCC and Canoe Polo Facebook sites.Rose is working thru the MPIO online training. | Since done |
| **Canoe Tas AGM & Strategic Forum – Sat Aug 5th**Jonathan K and David B will attend from the Exec. (Jason D, John McC and Adam D also likely to be going.) |  |
| **Office Bearers for 2018**Everyone is re-standing. |  |
| **Social meeting program**July – No meeting proposed in light of weekly Canoe Polo and après polo drinks. |  |
| Trip Reports**North Esk**A few trips at 1.6 to 2.3m on BOM**Leven**Martina W et al from Tamar was out there on Sun 21st. Did the sections upstream and downstream of Bannon’s Bridge.TasCC had a club trip in the afternoon. Paul W and David B joined them.The Leven is about the same travel time from L’ston as the Mersey, so keep it on your radar.**Sth Esk at Perth** It was up over 2.5m a week or so ago. There were at least three separate groups out there on the Fri and Sat.Don’t miss this great little Under 3 gem, only 15min from L’ston.**Mersey**The first trips were on Saturday. River Trips and Slalom practice. |  |
| Next Exec meeting: Tuesday Aug 1st, Venue: Launceston College at 7.30pm | Simon B |
| Exec Mtg Closed at 10:00 pm |  |