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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 Dickenson  Claye 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. | |  | |
| Safety/Member Protection Moment Safety 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 Interest Nil | |  | |
| Correspondence: (The Exec member who replies to a [tamar@canoe.org.au](mailto:tamar@canoe.org.au) email cc’s the reply to [tamar@canoe.org.au](mailto:tamar@canoe.org.au) so all [tamar@canoe.org.au](mailto: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 Newsletters Active Launceston - various activity flyers Sports Community: Sport and Rec - Actively in Touch * Miscellaneous junk mail | |  | |
| 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 K  Jonathan 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 hand  Claye M  David 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 Facebook  All 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 Farm  Regarding potential organisers:   * Contact Suzy and Tim Watson * Contact Adam Dickenson * Contact David Cham | Simon B  Jonathan K  Jonathan K  David 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 River David 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 B  David 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 B  All  David B  David H/ Adam R  David B  David B  Since done  Since 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 |  | |