



BOARD OF DIRECTORS MEETING #7(2013)

MINUTES

4:00PM - 5:30PM

Wednesday 18th December 2013

VicDeaf Boardroom 4th Floor 340 Albert Street East Melbourne

Chair: David Peters (DP)

Directors: Phil Harper (PH), Marnie Kerridge (MK), Brent Phillips (BP)
Rick Bryan (RB) - via Skype.

In attendance: Garry West-Bail - General Manager (GWB)
Sarah Howell and Kirk Barnett (Auslan Interpreters).

1. Open and Apologies

The Chair welcomed everybody and noted that Kathryn O'Brien (KOB) had been delayed connecting via Skype. The meeting commenced at 4.10PM.

2. Confirmation of Previous Board Meeting Minutes 22 November and 24 November 2013

Resolved - that the Board Minutes of the 22/11//2013 and 24/11/13 be accepted as a true and correct record after noting the typographical error at 3.1.4 in the 22/11/13 minutes.

2.1. Action Items from the Previous Board Meeting

Items are noted under the designated portfolios.

3. Portfolio/Committee Report

3.1 Membership Report

3.1.1 Membership Structure Update

Resolved - the GWB status report that is included in the General Managers report be noted

- That currently Swimming, Futsal, Sevens Rugby have agreed to work the new committee structure with Athletics, Cycling and Touch be developed
- That positive discussions are occurring with Basketball and Golf
- That the outcomes of the workshop are noted and that this feedback is being incorporated in the ongoing development of the structures and discussions with the various parties
- That the DSA website upgrade is imperative in these developments as is the relationship to the NSO's

3.1.2 NSW Deaf Sports Committee

Carried forward.

Resolved - that whilst a terms of reference for the proposed committee has been finalised as has a MOU with the NSW Deaf Society, the make up of the committee is not finalised be noted

- That it is imperative that a Chair and up to four committee members be appointed so as plans and applications can be completed and presented to the State Government.

3.2 National Sport

3.2.1 2016 Australian Deaf Games

Resolved - that the following be noted - Brett Hidson has been contracted as a consultant to prepare a business plan, venue and sport agreements and a marketing and communication plan.

- That Brett Hidson will be the local contact for the various stakeholders up until March 2014
- That the Games Organising Committee will be appointed by the end of January 2014 with the Committee required to look at time lines and appointment(s) of event managers
- That discussions are continuing with Australian University Games regarding their involvement in the Games.

3.2.2 Deaf Basketball Australia

Resolved - that it be noted the DBA AGM occurred last weekend with the following positions being filled - President Bryn Davies, Vice President Thomas Andrews and Treasurer Rod Crick

- That GWB and Irena Farinacci have met with Bryn Davies to discuss developments
- That the Board thanks KOB for attending and providing written reports on the processes and outcomes of the meeting
- That the Board approved the Deaf Melbourne Basketball Club to attend the 2nd DIBF Asia Pacific Cup for Clubs in Korea in February 2014.

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3.2.3 Deaf Football Australia

Resolved - that GWB email response to DFA be noted and that the following is agreed to- the new Deaf Futsal Committee is supported and recognised by the DSA Board as the legitimate group representing DSA in developing Deaf Football in Australia

- That GWB will forward a letter to FFA providing details and request written confirmation of their acceptance and endorsement of this decision.
- That the DSA Board invites the new Deaf Futsal Committee to define its committee and to develop sustainable plans

- That the DSA Board encourages Deaf Football Australia in reconsidering becoming part of the DSA New Membership Structure which is still open, however it will review its position at its next Board Meeting. It is hoped that Deaf Football Australia will join DSA's new membership structure in becoming a Committee which would ultimately then be merged with Deaf Futsal Australia to form a Deaf Football Committee under the new membership structure.

3.3 Marketing & Communication Report

3.3.1 Fundraising

Resolved - that the new campaign with APPCO has been delayed with the program now commencing on 6 January

3.3.2 Website Upgrade

Resolved - that the Board accepts the quotation to upgrade the site on the basis that comments are received regarding the definition of "fluid" and the ADG site is included in the redevelopment.

3.4 Legal, Planning and Policies Report

3.4.1 Board of Directors Induction

Resolved - that GWB has instigated the process of induction as outlined in the DSA Induction policy
- That the actual sign off on the induction will occur at the next Board Meeting.

3.4.2 DSA AGM and Workshop

Resolved - that it was agreed the day was a success with the only disappointment being the non attendance of some members.

3.4.3 DSA Awards Function

Resolved - that it was agreed the event went well and the feedback had been positive.

3.4.4 Appointment of President and Vice President

President DP stood aside and VP PH took over the Chair. Nominations from the Board Members were received.

Resolved - that the Board accepts and endorses DP nomination for the President's position with immediate effect. It is noted that this position is up to and including the next AGM.

Vice President PH stood aside and President requested nomination from the Board Members.

Resolved - that PH was accepted and endorsed as the Vice President with the position being up to and including the next AGM.

Resolved -that it be noted with DP, BP and PH completing their terms in the next three years the Board is to place a good deal of emphasis on the succession planning.

3.4.5 Allocation of Portfolios

Resolved -that allocations of the portfolios be carried forward until the next Board Meeting, noting that current Chairs would retain their positions until that meeting.

3.4.6 Board Appointed Director

Resolved - that with immediate effect Darren Howell is appointed to the Board

- That GWB work through the induction policy with Darren with sign off at the next Board Meeting
- That the Board is pleased about this appointment with Darren bringing to the Board a number of skills and experience which includes finance, schools system and athletics.

3.5 Risks and Audit Report

3.5.1 Financial Reports for period ended 31/10/2013

Resolved - that the new projections for the P & L be forwarded to the Board Members together with previously forwarded Cash Disbursement reports be reviewed and approved via email.

4.0 Active Deaf Kids Program

Resolved - that it be noted GWB is preparing a strategic plan and budget that will see the ADK Program prosper and grow over the coming years.

5.0 Manager's Report

Resolved - that the report was noted and accepted.

6.0 Strategic Plan

Resolved - that at the first meeting in 2014 the strategic plan is to be reviewed and altered where necessary to ensure key outcome are relevant and consistent with the overall thrust of the plan.

- That once the "new" key outcomes are agreed to the specific terms of references are updated.

7.0 Action Items for Next Meeting

Resolved - that preparation for the Board Member Induction and strategic planning review be paramount plus an analysis of the P & L projections and the new website is paramount.

8.0 General Business

NIL

9.0 Next Meeting Dates

Next Meetings Dates

- 8/2/2014 (10.00AM to 4.00PM)
- all other meetings are currently set down for 10.00AM to 1.00PM
 - 29/03/14
 - 10/05/14
 - 12/07/14
 - 18/10/14 (TBC)
 - 29/11/14 in Adelaide AGM.

10.0 Close

The meeting closed at 5.45PM with the President thanking the Board Members and interpreters and wishing everybody the very best for Christmas and the New Year.