



## **BOARD OF DIRECTORS MEETING #1(2016)**

### **MINUTES**

**Australian Deaf Games at the Games Hub  
Adelaide High School  
5:00PM - 7:00PM -  
Friday 8 January 2016**

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**Chairperson:** Phil Harper (PH)

**Directors:** Alex Jones (AJ), Ricky Bryan (RB), Darren Howell (DH)  
Dean Barton-Smith (DBS), Kathryn O'Brien (KOB), Marnie Ker-  
ridge(MK)

**Apologies:**

**In attendance:** Garry West-Bail – General Manager (GWB), Irena Farinacci  
(IF), Paul Heuston and Heather Loades (Auslan Interpreters).  
Johanna Plante (ADG Project Manager) - short time to report  
on ADG

**Invited Guests:** Nil

#### **1. Open and Apologies**

Commencing at 5.10PM, the Chair welcomed everybody and noted the agenda.

#### **2. Confirmation of Previous Board Meeting Minutes 21 November 2015**

Resolved: that the Board Minutes of the 21/11/15 be accepted as a true and cor-  
rect record of the meetings.

Moved: RB: Seconded: DH CARRIED.

##### **2.1. Action Items from the Previous Board Meeting**

Items are noted under the designated portfolio

##### **2.2 Conflict of Interest**

Resolved - that the register of interest was noted, updated and highlighted.

##### **2.3 Board Motions approved off line.**

#### Life Membership

Resolved - that based on the nomination received and evidence and reports submitted the Board approves the nomination of Annabel Bishop as a Life Member of DSA. This nomination will now be presented to the DSA Members at the AGM to seek their approval.

Moved: KB: Seconded: MK CARRIED.

### **3. Portfolio/Committee Report**

#### **3.1 Membership Report (PH)**

##### **3.1.1 Membership Structure Update**

Resolved – that the update reports from Sam Cartledge be noted and that a summary of the current status will be provided to Members at the AGM and the upcoming forum. Whilst the transition is still a work in progress over 85% of the NDSO's will become NDSC's. The following is noted:

- MOUs between NDSC's and DSA plus the relevant terms of reference are to be completed in the next three months
- Hand outs to the NDSC's regarding the general wind up procedure will be handed out at the AGM
- The DSA constitution will be altered at the 2016 AGM to remove the reference to the NDSO's

Resolved: that the tabled report and updates were noted.

#### **3.2 National Sport (AJ)**

##### **3.2.1 2016 Australian Deaf Games**

Resolved: that the verbal reports from the Project Manager, MK and AJ were noted. With the Games commencing tomorrow all systems were ready to roll out a great event.

##### **3.2.2 Bid Funding for the 2018 ADG**

Resolved: that the Board has noted the GWB updated summary reports and has approved the following:

- Albury / Wodonga City Councils to host the 2018 Games with financial support from the Victorian and NSW Governments
- A regional NSW Centre will host the 2022 Games with support from the NSW Government

Resolved: that the tabled report and updates were noted. A process for a site visit (with DSRV and NSWDS), GOC development, Event Manager plan will be developed in the next few weeks.

#### **3.3 Marketing & Communication Report (RB)**

##### **3.3.1 2015 Plans**

Resolved: that the tabled report be accepted with emphasis on events, grants, communication and social/media data

- APPCO/Little Stars have commenced a fundraising campaign
- The Llewellyn 2015 Report was noted - a pleasing and productive outcome

Resolved: that the tabled report and updates were noted.

### **3.4 Legal, Planning and Policies Report (KOB)**

#### **3.4.1 Appointments Committee**

Resolved: that it was agreed that committee will consist of KOB, PH and GWB - to look at gender balance, skills required, succession planning and board appointments together with length of terms.

Resolved: that the Board accepted MK resignation from the Board that is effective from the end of this meeting. PH thanked MK for her hard work and commitment to the Board and to the Australian Deaf sport community in particular over recent months with the ADG GOC.

Resolved: that the resignation will be announced at the AGM noting that the decision has caused a casual vacancy to which the Board will endeavor to fill in the next few months

Resolved: that the vacancy to be filled by a female and such appointment will be up to the 2016 AGM

#### **3.4.2 Policy Review Update**

Resolved: that it be noted that the Life Membership Policy has been updated and will be presented to the members at the AGM ( for transparency and due process). The following policies are still be worked on Induction, Travel and Appeals Policies

Resolved: that the Constitution amendments will be presented to the members at the AGM

#### **3.4.3 Register of Declared Interests**

Resolved: that Board Members will forward any alterations

Resolved: that the verbal report was noted.

### **3.5 Risks and Audit Report (DH)**

3.5.1 Finance Reports including Profit and Loss for the period end November 2015 and Cash Disbursements for November and December 2015.

Resolved: That the Board approves the November 2015 financial reports and is satisfied that the organisation is viable, has met its PAYG and SGC obligations and is

able to meet its commitments when they fall due.

Moved: DH Seconded: RB - CARRIED

Resolved: That the Cash Disbursements for November and December 2015 be accepted as a true and correct record.

Moved: DH Seconded: MK - CARRIED

### 3.5.2 Financial Delegation Update

Resolved: that the Board noted the updated report and approved the new document.

Moved: DH Seconded: AJ- CARRIED

### 3.5.3 2016 ADG Financial Report

Resolved: that the report to be provided as soon as possible after the completion of the Games

Resolved: that the report and updates were noted

## 3.6 International Sport (DBS)

### 3.6.1 2015 Asia Pacific Deaf Games

Resolved: that the CdM report has been received and the recommendations noted and followed up.

### 3.6.2 2017 Deaflympics

Resolved: that two expressions of interest have been received for the CdM position. An appointment to be made as soon as possible. DBS to work with GWS and PH on next steps.

### 3.6.3 2016 World Deaf Athletic Championships

Resolved: that the issue of hiring the DSS is ongoing with costs for transport being finalised.

### 3.6.4 Oceania Foundation

Resolved – that it be noted that DBS and GWB will have a meeting with the Foundation during the ADG

Resolved: that the verbal report and updates were noted.

## 4.0 Active Deaf Kids Program

Ongoing

## **5.0 General Manager's Report (GWB)**

Resolved: that the report and plans be noted

## **6.0 Strategic Plan 2015 - 2018**

### **6.1 Portfolio Terms of Reference**

Referred to in each portfolio report.

## **7.0 General Business**

### **7.1 School Sport Australia**

Resolved: that it was noted the matter was ongoing.

### **7.2 ASC Review Update**

Resolved: that it was noted that the ASPR report should be forwarded shortly.

### **7.3 NSM Update**

Resolved: that the matter has been referred to in the Marketing portfolio report.

### **7.4 DSA Sport Specific App Update**

Resolved: that it be noted that Conexu are developing the App during the ADG - a very positive outcome is expected. Film work will be managed during the ADG by Sam Cartledge.

### **7.5 Board Responsibilities**

Resolved: that responsibilities list for Board Members at the ADG has been completed .

### **7.6 2015 DSA AGM and Members Forum**

Resolved: that it be noted that all AGM paperwork has been forwarded to the Members and power point presentations have been prepared. Further the Members Forum will occur on Saturday 16 January 2015 at the Games Hub.

Resolved - that it was noted DH would be an apology at the AGM - athletics commitments

## **8.0 Action items for Next Meeting**

The following were action items generated from today's meeting and afternoon sessions:

- Membership - regular updates of NDSO status sheet with timelines – AJ/ PH
- National Sports - sub committee for 2018 ADG - PH / AJ / GWB
- National Sports – Sport Convenor role on GOC - MK

- Legal, Planning and Policies - update Travel, Induction, Appeals and Delegation policies - KB
- ADG Financial Report - DH
- Legal, Planning and Policies - formalise the Board appointments committee to fill casual vacancy - noting the ASC gender requirement and the need to have an independent qualified person on the RA committee – KB
- Appointment of CdM for 2017 Deaflympics – DBS
- Discussions with Oceania Foundation - DBS
- General – SSA terminology – GWB
- General – Register of Interest Update - GWB
- General – DSA Sports App - GWB

## **9.0 Five Top Outcomes from the Meeting**

- 2016 ADG
- 2018 / 2022 ADG
- 2015 AGM and Members Forum
- Membership Structure
- Llewellyn Communication Report

## **10.0 Next Meeting Dates**

Next Meeting date to be confirmed

- 13/02/16 - Melbourne - strategic planning

## **11.0 Close**

The meeting closed at 7.00PM. The Chair thanked all Board Members for their input, wished them well at the Games and thanked the interpreters' work and attendance.