



## **BOARD OF DIRECTORS MEETING #5(2013)**

### **MINUTES**

**8:00PM - 9.30PM**

**Friday 22 November 2013**

**Holiday Inn Parramatta Sydney Jamieson Boardroom**

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**Chair:** David Peters (DP)

**Directors:** Phil Harper (PH), Brent Phillips (BP)

**In attendance:** Garry West-Bail - General Manager (GWB)  
Jasmine Rozca (Auslan Interpreter)

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

The Chair welcomed everybody and noted that Kathryn O'Brien was an apology and arrangement had been made for BP to be connected via telephone. In addition it was noted that as DP, PH and GWB were late arriving for the set time of 7.00PM the interpreter had left the hotel at 7.45PM.

#### **2. Confirmation of Previous Board Meeting Minutes 8 October 2013**

Resolved - that the Board Minutes of the 8/10//2013 be accepted as a true and correct record of the meeting.

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

It was noted that all actions items had been included in the portfolio reports.

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

##### **3.1 Membership Report**

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

Resolved - that it be noted that there had been a number of one on one meetings with NDSO's and SDSO's explaining the new structure. In addition an Auslan Presentation had been included onto the DSA website.

- that a PowerPoint presentation had been organised for discussion and presentation which includes information on the current and future(proposed) structure together with an outline of frequently asked questions at tomorrow workshop.

- that the presentation will provide an indication of which members are committed to the new structure and which members require further information. In addition it is imperative that feedback received can be used to improve the structure and how best to work the structure in the future.

- that the rollout of the new structure needs to occur at the same time as the development and improvement in the resources of the current and proposed SDSO's.
- that it be noted that the ADG Review included a recommendation for a new Membership Structure to be put in place.

### 3.1.3 Insurance Update

Resolved - that the Board notes that when the new membership structure is taken up the sports will not need an individual cover as it will be part of the DSA policy.

- that such a result needs to be explained at the workshop.

### 3.1.4 International Deaf Sports Club (incorporating the Deaflympics Club)

Resolved - that it be noted the details of the Club will be provided at the workshop.

### 3.1.5 Deaf Basketball Australia

Resolved - that it be noted that there have been a number of indications that an AGM will be called but there are no details.

### 3.1.6 Deaf Football Australia

Resolved - that it be noted DFA have not provided an alternative to the DSA suggestions and therefore there has been no developments with DFA except they have paid the long over due debt of \$1000.00.

## 3.2 National Sport

### 3.2.1 2012 Australian Deaf Games Review

Resolved - that it be noted the all agreed review documents are now located on the DSA website.

### 3.2.2 2016 Australian Deaf Games

Resolved - that it be noted a very visible PowerPoint presentation will be made at the workshop regarding the review of the future ADG's plus the current processes in place to commence the work that is required for the 2016 Games.

## 3.3 Marketing & Communication Report

### 3.3.1 Marketing Plan

Resolved - that it be noted this report will be held over until the first meeting of the Board in 2014

- that the fundraising program will recommence in mid December 2013

### **3.4 Legal, Planning and Policies Report**

#### **3.4.1 Board Policies**

Resolved - that it be noted the Board adopted policies are now uploaded onto the DSA website.

#### **3.4.2 Risk Analysis**

Resolved - that this analysis will be completed by GWB prior to Christmas with such report being distributed to Board Members prior to the end of the year.

#### **3.4.3 DSA AGM and Workshop**

Resolved - that the agenda and program was noted and worked through by the Board ready for tomorrows meetings.

#### **3.4.4 Recruitment of New Board Members**

Resolved - that the Board discussed the new make up of the Board after tomorrows AGM and how best to implement the induction process.

- that with the likelihood of the new Constitution being approved that the Board needs to work very effectively to ensure a succession plan is in place.
- That it was noted that DP would be retiring at next years AGM.

### **3.5 Risks and Audit Report**

#### **3.5.1 Financial Reports for period ended 31/10/2013**

Resolved - that it be noted the tabled reports required further updates and therefore Board approval will be sort via email during the next week.

#### **3.5.2 Payments for the period 1 October 2013 to 31 October 2013**

Resolved - that the payments for the period 1 October 2013 to 31 October 2013 be held over and included in the email approval process as outlined in point 3.5.1.

### **3.6 International Sports Report**

#### **3.6.1 2013 Deaflympics Sofia Update**

Resolved - that the final report from the Chef de Mission has been received.

- that the report will now be used to finalise the financial acquittals and in turn will be used to update the International Event Template and Policy documents

### 3.6.2 2015 Asia Pacific Deaf Games Taiwan

Resolved - that at the completion of the Deaflympics, planning will commence for these Games.

- that based on the High Performance review from the Deaflympics a working committee be formed to oversee the preparations for the Games.

### 3.6.3 ICSD Member Protest

Resolved - that it be noted the matter had been aired on a public forum accusing DSA of not addressing the issue.

- that it was agreed that GWB would write to the ICSD and request confirmation of the status of the protest and how disappointed the Board is on being depicted as not having addressed the issue
- that the Board would like to highlight that on two occasions DP has replied to ICSD as far back as September regarding the matter.

### 3.6.3 Bidding for the 2019 Asia Pacific Games

Resolved - that this matter is ongoing and will be time lined for action early next year.

## 4.0 Active Deaf Kids Program

Resolved - that it be noted a report will be provided to the Members at tomorrows meetings

## 5.0 Manager's Report

Resolved - that the report was noted and accepted

## 6.0 Strategic Plan

Resolved - that the plan and the committee terms of references are now operational

- that it be noted an explanation of the Strategic Plan and the Five Strategic Goals will be provided to the Members at tomorrows meetings

## 7.0 Action Items for Next Meeting

Resolved - that the items be highlighted after the Sunday 24/11/2013 Board Meeting

### **8.0 What are the three to four top Outcomes for today's meeting?**

Resolved - that the items be highlighted after the Sunday 24/11/2013 Board Meeting

### **9.0 General Business**

#### **10.0 Next Meetings Dates**

10.1 Board - Sunday 24 November 2013 - 10.00AM in Sydney

10.2 Annual General Meeting Saturday 23/11/2013 in Sydney

#### **11.0 Close**

The meeting closed at 9.40PM