



## **BOARD OF DIRECTORS MEETING #6(2013)**

### **MINUTES**

**10:00 - 12:00PM**

**Sunday 24 November 2013**

**Holiday Inn Parramatta Sydney Macquarie Boardroom**

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**Chair:** David Peters (DP)

**Directors:** Phil Harper (PH), Marnie Kerridge (MK)

**In attendance:** Garry West-Bail - General Manager (GWB)  
Della Bampton and Brendan Harding (Auslan Interpreters)

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

The Chair welcomed everybody and noted that Kathryn O'Brien, Brent Phillips and Rick Byran were an apology. Further the Chair congratulated MK on her election on the previous day at the Annual General Meeting. The Chair has agreed that representatives from Deafness Forum of Australia could attend the meeting but the discussions would not form part of the meetings minutes.

#### **2. Confirmation of Previous Board Meeting Minutes 22 November 2013**

Resolved - that the Board Minutes of the 22/11//2013 be held over until the next meeting.

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

To be held over until next meeting.

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

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

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

Resolved - the outcomes from the workshop be used to develop further presentations to Members based on the need to have the new system finalised by November 2014

- that it be noted that over 80% of the Members attending the workshop were accepting of the benefits and the process to achieving a new structure.

###### **3.1.3 Insurance Update**

Carried forward

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

Resolved - it be noted the new club was received positively at the workshop

- that a database now needs to be finalised which can be used on the website and for various functions and events.

### 3.1.5 Deaf Basketball Australia

To be carried over

### 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.

### 3.1.7 Deaf Futsal Australia

Resolved - that after receiving a representation from individuals wanting to be part of the new Membership Structure the Board has agreed to recognise a Deaf Futsal Australia Committee

- that this Committee will be responsible for the development of the sport throughout Australia and prepare plans and programs in conjunction with DSA State Members and the applicable NSO
- that a time line and strategic plan that will highlight pathways is to be prepared in the first quarter of 2014 which will include competing in identified ICSD events in 2015 and 2016
- that GWB is to work with the Committee on fulfilling its goals and also notify the relevant parties
- that this committee(sport) is one of now four sports that have agreed to commence working within the new Membership Structure.

## 3.2 National Sport

### 3.2.1 2016 Australian Deaf Games

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

## 3.3 Marketing & Communication Report

To be carried over

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

#### **3.4.1 Board of Directors Induction**

Resolved - that GWB instigate the process of induction as outlined in the DSA Induction policy

#### **3.4.2 Board Appointments**

Resolved - that appointment of the President and Vice President and allocation of portfolios be confirmed at the next Board Meeting

- that this meeting is to be held in December 2013 at a date to be confirmed. The agenda will be kept to a minimum and be conducted via Skype for the interstate directors
- that the agenda will include the finalisation of a Board appointed director.

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

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

- that the information and comments from the workshop will be beneficial and useful in connecting, promoting and developing the new Membership Structure
- that the Board look at the 2014 AGM/workshop/awards program to see if it can be extended over two days.

#### **3.4.4 DSA Awards Function**

Resolved - that the Board was pleased with the event and the numbers that attended

- that the staff should be congratulated on a job well done.

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

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

Resolved - that all reports be forwarded to Directors for approval via email once the Committee has finalised estimates and projections for the Profit and Loss report.

### **3.6 International Sports Report**

Resolved - that the Committee is to finalise reports, template and policies by the first Board Meeting in 2014.

### **4.0 Active Deaf Kids Program**

Resolved - that GWB prepare for the first meeting in 2014 an 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

- that the purchase of the trophy cabinet be put on hold
- that the investment in the update to the website be finalised at the 2013 December Board Meeting.

## **6.0 Strategic Plan**

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

- that the terms of references and their key outcomes were noted
- 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 the 2013 December Board Meeting

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

Resolved - that the following were agreed as being the top outcomes

- AGM, Workshop and Awards provided a positive and energised environment
- The sharing of information and comments at the workshop
- Need to improve the distribution and availability of better visual information
- Look at half yearly Member meetings

## **9.0 General Business**

### **10.0 Next Meeting Dates**

10.1 Board - December 2013 - date to be confirmed - 2014 meeting dates to be confirmed with Board Members

10.2 2014 Annual General Meeting - Saturday 29/11/2014 in Adelaide

10.3 2015 Annual General Meeting to be held in January 2016 during the Australian Deaf Games in Adelaide

### **11.0 Close**

The meeting closed at 12.00PM.