



BOARD OF DIRECTORS MEETING #1(2014)

MINUTES

10:00AM - 4:00PM

Saturday 8 February 2014

VicDeaf Training Room 2nd Floor 340 Albert Street East Melbourne

Chair: David Peters (DP)

Directors: Phil Harper (PH), Marnie Kerridge (MK), Brent Phillips (BP)
Rick Bryan (RB), Kathryn O'Brien (KOB) - via Skype, Darren
Howell (DH)

In attendance: Garry West-Bail - General Manager (GWB)
Sarah Howell, Paul Heuston, Ben Souter, and Cheryl
Sandilands (Auslan Interpreters).

1. Open and Apologies

The Chair welcomed everybody and noted that Kathryn O'Brien (KOB) was connected via Skype. The Chair highlighted the attendance of all Board Members.

2. Confirmation of Previous Board Meeting Minutes 18 December 2013

Resolved - that the Board Minutes of the 18/12//2013 be accepted as a true and correct record

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

- PH provided an update
- That currently Swimming, Futsal, Sevens Rugby have developed new terms of references committee with Athletics, Cycling and Touch being developed
- That positive discussions are occurring with Basketball and Golf
- That a status document be prepared that outlines time lines, and feedback from different sports. *In addition the document needs to outline the various recommendations that can create a model template*
- That the DSA website upgrade is imperative in these developments as is the relationship to the NSO's

- That a status and transition plan be presented to the next Board Meeting showing various NSOD and State Members progress.

3.1.2 NSW Deaf Sports Committee

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.

- That GWB will talk to the NSW Government regarding developments

- That the Board discussed a number of names who could be approached to join the committee, noting time is of the essence.

3.1.3 NT Deaf Sports Committee

Resolved - that it was noted the committee has been formed with a clear understanding of its goals and objectives together with a terms of reference.

3.2 National Sport

3.2.1 2016 Australian Deaf Games

Resolved - that the following be noted

- That the Games Organising Committee will be appointed by the end of February 2014 with the Committee required to look at time lines and appointment(s) of event managers

- That discussion is continuing with Australian University Sports regarding their involvement in the Games.

- That DP, PH and GWB are meeting with the executive and members of DCSSA on Monday 17th February 2014

- That Brett Hidson has completed the Business Plan, Sport Agreement(s) and Communication Plan

- That ten venues have been tentatively booked

- That discussions are soon to be completed regarding the Event Hub as well as the central accommodation site

- That the following would be the basic make up of the GOC - Independent Local Chair, ADG Review Panel Member, DSA Board Member, and two local members. Appointments will be skilled based. The Event Manager will be ex officio to the GOC.

3.2.2 Deaf Basketball Australia

Resolved - that it be noted there are ongoing discussions aimed at working through a number of issues.

3.2.3 Deaf Football Australia

Resolved - that GWB communications to the Board and to DFA together with the feedback and recommendations from the ASC is noted and that based on these communications the following is agreed to. -

The DSA Board's new Deaf Futsal Australia Committee will continue to be supported and recognised by the DSA Board as the legitimate group representing DSA in developing Deaf Football in Australia

- That DSA will work with and offer to Deaf Football Australia the opportunity to set up a Deaf Football Australia Committee. This committee is to be made up of a Chair person who is not currently on the executive of DFA plus 4 to 5 other committee members. The make up of this committee is at the discretion of DFA however it is suggested they be appointed based on skills and not on geographical location. This committee's responsibility is to formalise plans, programs, section criteria, events and other operational and strategic issues.
- That the Deaf Football Australia Committee be on a trial basis for 18 months. There will be regular 6 month reviews culminating in an analysis at the expiry of this period.
- That the DSA Board encourages Deaf Football Australia to take up this opportunity that is based on the new DSA Membership Structure.

3.2.4 - Report

Resolved - that the tabled report be noted.

3.3 Marketing & Communication Report

3.3.1 Fundraising

Resolved - that the new campaign with APPCO has commenced with agreement that it will be extended until mid June.

- That the campaign should generate new income

3.3.2 Communication

Resolved - that the Board has accepted the proposal for the upgrade to the DSA website. Such work should be completed by the end of February

- That it be noted GWB is in discussion with Llewellyn Communications regarding the setting up of a sport ambassador role model group
- That discussions have commenced with the University of Canberra regarding the setting up a healthy lifestyle survey, plus the use of identified specialists to become key speakers to promote the connection between sport and a healthy lifestyle
- That key data is now being maintained regarding social media statistics covering facebook and twitter.

3.4 Legal, Planning and Policies Report

3.4.1 Board of Directors Induction

Resolved - that it be noted induction process was completed during and after the Board Meeting

- That the actual sign off on the induction has been completed
- That a confidential clause regarding DSA communication is to be included in an updated policy

3.4.2 Allocation of Portfolios

Resolved - that the following Board allocations were approved -

Membership - Marnie Kerridge

International - Brett Phillips

Marketing and Communication - Ricky Byran

Legal, Planning and Policies - Kathryn O'Brien

National Sport - Phil Harper

Risk and Audit - Darren Howell (Chair) with David Peters - assisting

- that GWB forward to each Chair updated terms of references and Chair position descriptions'

3.4.3 Board Appointed Director

Resolved - that it be noted that Darren Howell is attending his first Board Meeting

3.4.4 Hearing Impaired Term

Resolved - that based on the following extract from the KOB portfolio report the Board adopts the terminology and accepts 'hard of hearing' being used in all communications

- That therefore "hearing impaired" will not be used in any forms of communication

- extract" It is noted that there is a Cooperation Agreement between the World Federation of the Deaf and the International Federation of Hard of Hearing People in place. One of the articles refer to terminology - both organisations has agreed that the term "hearing impaired" is not an appropriate term and has recognised "hard of hearing" as an official term. Deaf Australia has adopted this terminology as well. The term hearing impaired as defined by Deaf Australia is as follows:

"Hard of hearing is the term used to describe those who have a hearing loss, usually acquired post-lingually and whose communication mode is usually by speech. This term also covers those people who have become deafened later in their life."

Deaf Australia explains the distinction between Hard of Hearing and Hearing Impaired which the term, hearing impaired is a negative term and/or clinical term describing a decrease (partial or full) of hearing. Deaf Australia has referred to hard of hearing as people with hearing loss whose primary mode of communication is speech.

While DSA respects the right of the individual in deciding their preferred term to describe their hearing loss - it is ideal to take a consistent view on such terminology with other peak body organisations such as WFD, IFHOH and DA to ensure that stakeholders are given a consistent term. “

3.4.5 Personal Property Security Register

Resolved - that GWB develop all relevant paper work and agreements to ensure protection is in place

3.4.7 Succession Planning

Resolved - that as DP, BP and PH terms are expiring over the next three years the Board will at its next meeting look at strategies and skill requirements to ensure a seamless and efficient succession plan is put into place.

3.4.8 Report

Resolved - that the tabled report was noted.

3.5 Risks and Audit Report

3.5.1 Financial Reports for period ended 31/12/2013

Resolved - that the Profit & Loss Report for the period ended 31/12/2013 be accepted

- That the Balance Sheet as at 31/12/2013 be accepted
- That the cash payments for the period ended 31/12/2013 be accepted

3.5.2 - Risk Management Checklist Report

Resolved - that the report prepared by GWB is noted. The committee will now review and report back at the next meeting.

3.6 International Sport

3.6.1 Events

Resolved - that it be noted that DSA has registered one male and one female team to compete in the 2015 World **FUTSAL** Championships in Thailand

- that as there were more nominations than could be accepted there are Asia Pacific qualifiers in Iran in late 2014

- That DSA and Deaf Futsal Australia Committee are working on the processes to select teams for this event

- That there is also an Asia Pacific **FOOTBALL** Championship being held In Iran in late 2014. Currently registration has not been completed for this event as DSA is waiting for the outcomes of discussions with Deaf Football Australia.

3.6.2 Asia Pacific Games October 2015

Resolved - that the committee together with staff at DSA produce a time line and check points report including identified sports by mid March 2014.

3.6.3 2017 Deaflympics

Resolved - that the committee finalise a report for the 2103 ADT team with such report including recommendations that can be used in planning for the next event

3.6.4 2019 Asia Pacific Games

Resolved - that the committee is to seek guidelines and requirements from the APDSC on hosting this event. Such information is to be used on deciding the whether it is practical to bid for the event

3.6.5 ICSD Update

Resolved - that the issues currently confronting the ICSD and its executive are noted. It is hoped steps can be put into place to improve the efficiency and financial well being of the organisation

3.6.6 2015 Winter Deaflympics

Resolved - that at this stage there will not be a team sent to the event

3.6.7 Report

Resolved - that the tabled report be noted

4.0 Active Deaf Kids Program

Resolved - that the tabled report was noted. In addition it was recommended that Australian Hearing be approached for School information.

- That Irena Farinacci be congratulated on her good work
- That the future of the program its funding and its direction and emphasis was discussed

5.0 General Manager's Report

Resolved - that the General Managers report was noted and accepted. In addition GWB explained the ASC 2013 Annual Report Performance Review Summary which was deemed to a very good outcome except for two low ranked areas. These issues are currently being worked on to ensure a good ranking in the 2014 report

- That based on feedback and clarification of costs and inclusions DSA will enter into an agreement with Redtape Busters

6.0 Strategic Plan

- Resolved - that the following feedback and review of the current strategic plan be used to update the document:
 - Yearly surveys of members and deaf and hard of community that highlight what services DSA provide

- Yearly workshops held on the AGM weekend allow Members to present case studies
- National Sports Museum is an important tool in the promotion and communication plans of DSA
- Aim to come in the top three countries at each Asia Pacific Games
- Important to develop the National Juniors and Youth Plan.

7.0 Action Items for Next Meeting

Resolved - that the following is to be completed:

- * Updated Strategic Plan
- * All Committee (portfolios) terms of references to be updated
- * An update on all fundraising including Government submissions
- * Status report on the New Membership Structure
- * Funding Proposal

8.0 General Business

Nil

8.1 Financial Support for Rebecca Adams

Resolved - that DP will forward an email to Rebecca asking for an estimate of the travel costs to the ICSD Executive Meeting plus the following options-

1. Forward an email to the ICSD seeking their acceptance of equalising the travel costs for all executive members thereby sharing the costs to which DSA will pay the cost OR
2. DSA pays 50% and Rebecca Adams to pay 50% of the total cost
Plus invite Rebecca Adams to attend the next DSA Board Meeting to explain ICSD's current situation.

9.0 Four Top Outcomes from the Meeting

- * Portfolio allocations and induction process
- * New Membership Structure
- * Skill and experience mix together with succession planning
- * Strategic Plan update

10.0 Next Meeting Dates

Next Meetings Dates

- 29/03/14
- 10/05/14
- 12/07/14
- 18/10/14 (TBC)
- 29/11/14 in Adelaide AGM.

11.0 Close

The meeting closed at 4.00PM with the President thanking the Board Members and interpreters.