



BOARD OF DIRECTORS MEETING #6(2014/15)

MINUTES

6:00PM – 8:00PM

Thursday 13 August 2015

Meeting held via SKYPE

Chairperson: Phil Harper (PH)

Directors: Alex Jones (AJ), Dean Barton – Smith (DBS), Marnie Kerridge (MK), Ricky Bryan (RB), Kathryn O'Brien (KOB) and Darren Howell (DH) - note KOB joined the meeting at 7.35PM

Apologies: DBS, RB
Nil

In attendance: Garry West-Bail – General Manager (GWB).

1. Open and Apologies

Commencing at 6.28PM, the Chair welcomed everybody and noted the apologies. Issues with Skype connectivity were solved but delayed start of the meeting. Thanks to AJ for assistance. PH explained the meetings proceedings

2. Confirmation of Previous Board Meeting Minutes 27 June 2015

Resolved - That the Board Minutes of the 27/06/15 be accepted as a true and correct records of the meetings.

Moved: AJ: seconded: DH CARRIED.

2.1. Action Items from the Previous Board Meeting

Items are noted under the designated portfolios.

2.2 Conflict of Interest

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

3. Portfolio/Committee Report

3.1 Membership Report

3.1.1 Membership Structure Update

Resolved - That it was noted that the process for appointing the new Membership Support and Development Officer had commenced with final approval for the successful applicant to be confirmed offline

- That a clear outline and timeline spreadsheet for each NDSO has been completed
- That a key priority and outcome of the new structure will be developing a proper and useful database
- It was agreed that the October Board Meeting would be important to discuss the first draft of the updated constitution in readiness for a special General Meeting with such date also to be confirmed.

3.1.2 NSW Deaf Sport Committee

That it was noted there is a positive momentum regarding the development of the committee and its various tasks with AJ driving this with welcome support from the Deaf Society of NSW.

Resolved – That the tabled report and updates were noted.

3.2 National Sport

3.2.1 2016 Australian Deaf Games

Resolved - that the report from the MK was noted with the key issues being:

Roadshow presentations in Victoria and Tasmania are to occur later in August - MK to attend on behalf of the GOC

The NSW Roadshow and support from NSW Deaf Sports committee was and is positive - AJ attended

Merchandise agreements are in place.

Medals and lanyards will be ordered shortly.

Sport related plans including logistics remain as key priorities.

Volunteer plans and tasks

It was noted that MK is to take part in a GOC meeting (via Skype) over the weekend. In addition MK is attending basketball matches between Australia (Goannas) and NZ over the weekend

3.2.2 Bid Funding for 2018 ADG

Resolved - that it be noted that bid documents have been forwarded to State Governments and Local Councils - a total of 4 organisations

- That a sub committee to select the successful bid be appointed by mid August 2015
- That a risk audit be prepared for the 2018 Games

Resolved – That the tabled report and updates were noted

3.3 Marketing & Communication Report Resolved - that the tabled report be accepted noting the communication and social / media data and the need to further develop the communication plan

- That the 2015 Earselvie program commenced on the 1st August
- That it was noted various sports will be conducting silent challenges throughout Australia during Hearing Awareness Week
- That the dinner co-hosted by DSA and Deafness Forum Australia is set for the evening of the 15/10/15 in Canberra - Parliamentarians will be invited
- That the Board at this function aims to present to the Parliamentarians the DSA five strategic goals report that will incorporate the new corporate structure and direction

Resolved – That the tabled report and updates were noted

3.4 Legal, Planning and Policies Report

3.4.1 Appointments Committee

Resolved - that it was agreed that KOB will investigate the appointment of the committee so as it is operational by the end of August.

3.4.2 Policies

Resolved - that it be noted that work on the Life Member, Delegation Table, Induction, Travel and Appeals Policies is currently work in progress .

Further discussion on the DSA Constitution in relation to membership re-structure with KOB included in the meeting confirmed that a draft would be available in September for the Board to review and discuss at October meeting.

KOB happy with the Strategic Events / Activities plan with GWB attending the Sports Law Conference.

Resolved – That the tabled report and updates were noted

3.5 Risks and Audit Report

3.5.1 Finance Reports including Profit and Loss for the period end June 30 2015

Resolved – That the Board notes that the audit of the reports has now been completed and all reports will be distributed by the committee in the next week. The committee will provide board members two weeks to approve the various motions as put. Such approval will be completed offline

Resolved - That the Cash Disbursements for June and July 2015 be accepted as a true and correct record

Moved: DH; seconded: RB

3.5.2 Risk Analysis Update

Resolved - that the committee will complete the updated Risk Management by the end of August

3.5.3 DSA - 2016 ADG Finance Report

Resolved - that it be noted that the committee will distribute the 2013 – 2016 report to the Board within the next week.

3.5.4 Financial Reporting

Resolved - that the committee will develop new monthly financial reports that will reflect DSA / ADK operations and present separate event reports

3.6 International Sport

3.6.1 2015 Asia Pacific Deaf Games

Resolved - that it be noted the logistical preparation of the team is progressing.

3.6.2 ICSD Congress

Resolved - that it was noted that PH met The President and CEO of the ICSD at the recent World Deaf Congress in Turkey. In summary, not much information exchange resulted other than Dmitry Rebov (CEO) was resigning from the WFD Board to focus more time on ICSD work - PH will outline a very brief meeting on his return from overseas.

3.6.3 2017 Deaflympics

To be carried forward

4.0 Active Deaf Kids Program

Resolved - the various activities and plans are noted

5.0 General Manager's Report

Resolved - that the report and plans be noted with particular reference to :

- Strategic Activities and Events - August to December 2015

6.0 Strategic Plan 2015 - 2018

Resolved - that the Board notes the Strategic Five Goals Plan has been updated and is now waiting final approval.

7.0 General Business

7.1 National Sports Museum

Resolved - that it be noted the selection of individuals and events for the cabinet has been finalised. Letters have been forwarded to the individuals informing them of the event

7.2 DSA Sport Specific App

Carried forward

8.0 Action items for Next Meeting

- . Update on new Membership Structure and new employment position - PH and GWB
- . Policy updates including revised constitution - KOB
- . Update 2016 ADG - MK
- . Update 2018 ADG bid process - AJ and GWB
- . Update communication plan - RB
- . Update earselfie campaign - RB
- . Overview of 2015 Y/E Financial Reports - DH
- . New Financial Reporting implemented - DH
- . Update 2015 APDG - GWB
- . Update on the Strategic Five Goal Plan - PH, DBS and GWB
- . Update on National Sports Museum Display - PH and GWB

9.0 Four Top Outcomes from the Meeting

- Effective Skype meeting
- New Corporate structure that underpins and supports the New Membership Structure
- Active Deaf Brand adoption
- Success of Campaigns and Promotional Activities

10.0 Next Meeting Dates

Next Meeting date to be confirmed

- 10/10/15 - in Brisbane
- 21/11/15 - in Melbourne

11.0 Close

The meeting closed at 8.00PM. The Chair thanked all Board Members for their input and patience in working this Skype meeting