OV Board meeting agenda

Date | *time* 23/09/2021 7:30 PM| *Location* Via Zoom

Meeting called by	Carl Dalheim
Type of meeting	Monthly Board Meeting
Facilitator	Carl Dalheim
Note taker	Aislinn Prendergast
Timekeeper	N/A

Attendees: Carl Dalheim, Margi Freemantle, David Jaffe, Stephen Collins, Aislinn Prendergast, Warwick Williams

Agenda Items

	Topic	Presenter	Time allotted
☐	Apologies	All	19:30
☐	Finances - Westpac account authority - Bookkeeper	Stephen	[Time]
☐	OA Presentation	Carl	[Time]
☐	Schools Officer - SI Gear - 2022 Senior Schools Champs - Schools Champs Coaches	Richard	[Time]
☐	2022 Carnival - Fees	David	[Time]
☐	Any Other Business	All	[Time]

Minutes

	Topic	Owner	Due Date
☐	Apologies None (noted that Bookkeeper not required to attend board meetings)		[Time]
☐	2022 Carnival	Warwick	[Time]

	- Asha Steer (schools coordinator) has finalised Bulletin 1 for the Schools Championships
	- WREs also require bulletins (Sprint, Middle, Long).
	  o Need to express interest in WREs by 30th Sept
	- Laurie Niven is working on Parks approvals
	- Begun work on website – preliminary layout.
	  o Craig F. will do physical set-up.
	  o Should be integrated with OA website
	- Fees: proposal sent to board by David. Three potential pricing tiers:
	  o low (original) giving $16k surplus, high (comparable with Tasmania) giving $31k or in between giving $26k
	  o OV and OA levies included
	  o Reducing cost of Vic Middle slightly and increase cost of Aus Long slightly gives $29k surplus. Total (adult) cost of entering all events $310.
	  o Noted a full refund (minus service fees) should be provided in the event of cancellation
	- Discussion with clubs has begun. Yet to determine what percentage of profit clubs will receive if they contribute to the event.
	  o Note that clubs will not underwrite maps
	  o Proposed to take a flat fee to clubs for agreement comparable to 2019 carnival.
	  ▪ Shy away from rewarding individual roles
	- Clubs have been nominated for each event and discussions are continuing
	- Concern expressed about state of potential sponsorships, marketing / communications
	  o Wendy Taverna and Richard Goonan promoting to local schools		

☐	Finances
	- Little change from last meeting due to lockdowns.
	- Reports provided.
	- Ricky Thackaray has been hired as Bookkeeper.
	- Need to transition from Ruth Goddard & Mel Kent to Richard.
	- Need to transfer signatory for Westpac account. Proposed that this should be the treasurer.
	- **Motion** that:
	  o Stephen Collins becomes administrator of Westpac account
	  o Ricky Thackaray becomes signatory and online approver
	  o Ruth Goddard is removed as administrator
	Moved David Jaffe, Seconded Margi Freemantle
	- Payments associated with the schools team is being sorted out by Bruce Arthur
	- Email received from Richard Mountstephens (OA Finance) to likely discuss levies.
		Stephen	[Time]

	- Mobile phone will be provided to Bookkeeper by Carl Dalheim		
☐	OA Presentation - OV focusing on growing / reviving sport within Victoria - Reviving sport at a state level will improve some of the elements identified in the presentation (including cashflow) - OA have not needed to identify where savings can be made / efficiencies can be gained due to pandemic. - Need to re-frame goals / strategy ("what do we need to do") before defining what roles are needed - What are the requirements from Sport Aus? Is that driving need for change? - Actions should be driven by passionate people, with others suitably informed / consulted. Committees not necessarily the only way to take action. - Carl to attend to understand how OV can support.		[Time]
☐	Schools Officer - Venue for senior schools champs 2022 confirmed for Macedon. Potential arena identified. o Requested purchase of SI set: ▪ Note there are already 20 units available to schools for ongoing activities ▪ Desire is for exclusive access to a set of controls separate to this for larger events (schools champs) ▪ OV has 100 controls (50 in Bendigo, 50 in Melbourne). Can be booked on a web form, then controls will be available. ▪ Grant money does not align with this spending (already allocated to projects / items) o Requested payment of coaches at junior and senior schools champs. ▪ Note this would cost ~$1000 from schools takings. ▪ Important that Jim Russell is kept involved (as far as he would like) – valuable in providing equipment / carrying out pre-race tasks ▪ Note there is a concern about paying some people and not others (volunteers). Proposed to only pay designated / clearly defined roles (start organiser, finish organiser, controller etc.) ▪ Need to discuss with Schools Officer how this need was identified / what it is based on. - Potential that in T4 it will be necessary to pay Schools Officer without income due to restrictions.	Date vid	[Time]

	o David to discuss with Sporting Schools whether some funds can be released in light of COVID restrictions. ▪ Money for salary should be set aside from grants to fund this, so it is not spent on other items. o Proposed that instead of schools activities the Schools Officer can begin proactive marketing / planning in Central Highlands area in preparation for 2022 Carnival. ▪ Goal to have 10 schools in the area signed up for next term by end of 2021. ▪ **Agreed** that there is grant money available for this activity which will be diverted to the Schools Officer as the chosen resource.		
☐	Any Other Business - Strategy was raised at the Council meeting. Is any action required from this? o From council, separate meeting will be held with clubs. Re-emphasise that plan is to align with OA strategy. o Perception of no documented plan to meet goals. ▪ Plans in motion were discussed at council. Goals are increasing membership and participation. ▪ Note that ideas need to have driving people behind them ▪ Difficulty in focusing on both day-to-day activities and promotion / advertising due to number of personnel o Carl to investigate potentially holding periodic discussions with presidents (can be informal)		[Time]

Other information

Observers N/A

Resources N/A

Special notes: Meeting held remotely via Zoom