

NRC Minutes 10 October 2023



Present – Suzanne, Erin, Tony, Colin, Nic (online), Kylie

Fiona(Administrator)

Apologies – nil

Conflict of Interest -

- Kylie Johnson, employed by the committee as a coach for the club - manage conflict when discussing Coaches Contracts

Correspondence IN: nothing of significance

OUT: nothing of significance

Minutes from 12 September meeting – true and correct - Moved by Suzanne/Second by Colin

September Actions-

- NBS - account changeover sorted

E-Resolutions

- AED - donate \$500 to Lake - Moved by Suzanne/ Seconded by Kylie

Reports

- Club Captain
 - Currently doing a lot of boat maintenance, lots of holes in boats
 - David Reid boat- going into storage with Gaire Thompson
 - Coach boats looking good, PC radio and lights need repair
 - Add to wishlist
 - new racks for 8's
 - Action: Kylie to seek quote (maybe like yellow racks)
 - lights for boats in morning
 - Action: Knights looking into lights for boats
 - new tent for new trailer
 - Action: Kylie seeking solutions- and team to do this
 - Quotes for locks for doors from Rollos- \$3k for electric, \$730 new lockbox +40 keys as options - Action: Erin add to parking lot
 - Reinforce boat handling and other key messages to members
- Treasurer
 - Report Moved to be accepted - Moved Tony/ Second Erin
 - Invoiced those who have signed up as of 1 October, 2023
 - NBS process set up - Suzanne/Erin added
 - Process- pass resolutions for Aged Payables at committee meeting
 - non regular or unexpected payments to be approved specifically via e-resolution
 - Committee approve aged payables- Moved Tony/Suzanne Second
- Admin
 - Take as read - All agree
 - Lion Foundation- received \$8k, buy the 4 ergs for \$8,240 plus GST supplement funding with club money - moved Tony/ Second Kylie - all agree
 - It was moved to apply to Pub Charity for funding of \$32,600 ex GST to purchase a Coxless Four/Quad 75kg - moved Kylie/ Seconded Erin - all agree

- Seek sponsorship for advertisement on new on the water shirts for club members to buy. Club pay for Nelson Pine and Bowater, TME trailers. - Confirm once samples come in. Action: Fee to update when information available
- H&S
 - Update on dredge location - and active communication with coaching
 - Fix from near miss- Colin/Kylie in touch with Harbour Master
 - Review and discuss H&S incidents
 - Meeting with Harbour Master - Colin Attending on 25 October
 - NMIT/Harbour Master offer to bring members through a simulator
 - Action: Kylie to organise / include Colin
 - Action: Kylie to send out reminder message on safety/ Erin to share in Masters chat

College Rowing

- LTR
 - Camp went well, 15g and 6b went to camp
 - Parent info meeting 12 October
- 40 kids going to lodge this weekend
- Most athletes have returned

General Business

- Health & Safety Policies – progress update
 - Action: All review- everyone edit on google docs- look to finalise next by next meeting (Erin to add to google doc)
 - Action: Colin to resend risk spreadsheet, Nic to revisit for next meeting
- Privacy Policy
 - Nic provided feedback, add some additional information from Cambridge
 - Educate members on what can go out, what needs to be private
- Sell White coastal
 - Moved to sell for \$8k (if they are still keen) Tony/ Second by Kylie - All Agree
 - Proceeds of sale to be earmarked for coastal purchases
- Communications (Nic)
 - Strategy- draft set up for discussion
 - Comms Plan - initial version started
 - Calendar
 - Internal document - All review and provide feedback
 - Welcome Email - Action: Erin to start, some items we're doing- what's coming up, where to find some info, link to whatsapp (send to all new signups)
- Lodge Update Requirements
 - Lodge needs upgrades- drinking water and ww system
 - added new filter
 - currently cannot use boys toilets- plumber going up on Thursday
 - Request to spend money to repair and upgrade bathrooms and upgrade water tanks.
 - Action: Kylie to send request for E-resolution following plumber visit 12/10/23
- Coaches Contract discussion (Kylie left room for meeting)
 - In committee discussion
- Subcommittees - push to next meeting
- Committee Roles - push to next meeting
- Small trailer modifications - to accommodate coastals - push to next meeting
- Travel Policy
 - Action: Nic and Kylie to write down and confirm rules and safety

Meeting closed

Next meeting 14 November

Signed by Suzanne Hannen, Club President