

NRC Minutes 12 September 2023

Present – Suzanne, Erin, Tony, Colin, Nic, Kylie

Fiona(Administrator)

*first meeng of new commiee

Apologies – nil

Conflict of Interest -

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

Correspondence IN: nothing of significance

OUT: nothing of significance

Minutes from 15 August meeting – true and correct - Tony/Colin carried

Matters arising

- From August Meeting- noted in reports below
- Meeting Management/Committee 'Operating Procedures'
 - Aiming to keep meeting short where possible
 - try to get reports 3 days before meeting
 - Email reply-all for quick decisions - include time to respond, must have majority
 - Any decisions made on-line (as an e-resolution) need to be ratified at the next committee meeting
 - Whatsapp for quick updates or notices
- Reports
 - Club Captain
 - New trailer, organising signage for trailer
 - Prep for interprovs and Masters Nationals
 - Will soon have everyone back in the shed, and things will be rigged for the season
 - Have recently gone through ergs, looking for 5 screens
 - sponsors stickers for trailer: Mainland, Golden Edge, Bowater, TME trailers ●
Add to wishlist - new tent for new trailer
 - Action: Kylie to follow up with Sponsors for stickers on new label
 - Action: Kylie buy tow ball lock for new trailer
 - Admin
 - Take as read - All agree
 - Coxless quad - on the wishlist
 - waiting on new quote from Lazlo for women's quad
 - Action: All review Privacy Policy - have updates for October 2023 meeting ■
Action: Suzanne to update Policy Documents (dated and signed for new year) and own these moving forward
 - Suzanne to recirculate proposed boat use policy
 - Treasurer
 - Take as read - All agree
 - It was moved to remove Hamish Tomlinson and Sally Knight as signatories on all Nelson Rowing Club accounts and as online users.



- Moved/seconded: Tony Crosbie/Kylie Johnson
 - All in favour. Carried unanimously
 - It was moved to add Erin McNary (Club Secretary) and Suzanne Hannen (Club President) as signatories on all Nelson Rowing Club accounts including having online access to approve payments.
 - Moved/seconded: Tony Crosbie/Kylie Johnson
 - All in favour. Carried unanimously
 - H&S
 - Health & Safety Representation – 2023/2024
 - Split between Colin and Nick (so we have travelling coverage)
 - Colin to stay as rep for NZ Rowing, and contact on NRC website
- College Rowing
 - LTR
 - Varied numbers across the schools, good numbers with camp coming up
 - Coaches Contracts
 - Coaches
 - Tim Babbage (Head coach) & Phil Knight - College Girls, Senior Boys
 - Kylie Johnson & Sally Knight - Novice Girls
 - Hamish Tomlinson & Charlie Parker - Novice Boys
 - Brent Smith - College Boys
 - draft provided to committee for review
 - Contract to be provided to Brent, Tim, Kylie
 - Action: Suzanne to finalise
- General Business:
 - Draft AGM minutes
 - Action: Erin - send short form to people who attended the meeting, mark with draft - All agree
 - Membership Forms
 - Memberships are up on website, no comms to date other than LTR
 - Action: Erin to send notice to both whatsapp groups and email list
 - 3 & 6 Month Membership Policies
 - All agree to post as option for 23/24 Subs
 - Communications for new year
 - Incl members only/whatsapp
 - Action: Nick to send through draft comms plan
 - Adult LTR
 - Suzanne is working with Koen, Roger to determine process
 - Aiming for November, Suzanne to chase
 - Subcommittees
 - To discuss next time
 - Cleaning roster
 - Action: Kylie provide kids names for roster

Meeting closed 8:20p

Next meeting 10 October

Signed by Suzanne Hannen, Club President

Signed by Tony Crosbie, Club Treasurer.....