



Ivanhoe Northcote Canoe Club Inc. A0008830P
 PO Box 180, IVANHOE, 3079
 ABN: 35 350 725 748
 Affiliated with Paddle Victoria

Minutes

06/07/2023 – 7:30pm, Microsoft Teams

[https://teams.microsoft.com/l/meetup-](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ODRiYTE3NDEtYTA1My00YjlmLTg2NGMtNWUyYTg5NmRiODg2%40thread.v2/0?content=%7b%22id%22%3a%223de3062e-4269-4eb2-a193-dfb5870b868d%22%2c%22oid%22%3a%2277c7a4a9-6ff5-40a1-8665-7e1a7a184011%22%7d)

[join/19%3ameeting_ODRiYTE3NDEtYTA1My00YjlmLTg2NGMtNWUyYTg5NmRiODg2%40thread.v2/0?content=%7b%22id%22%3a%223de3062e-4269-4eb2-a193-dfb5870b868d%22%2c%22oid%22%3a%2277c7a4a9-6ff5-40a1-8665-7e1a7a184011%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ODRiYTE3NDEtYTA1My00YjlmLTg2NGMtNWUyYTg5NmRiODg2%40thread.v2/0?content=%7b%22id%22%3a%223de3062e-4269-4eb2-a193-dfb5870b868d%22%2c%22oid%22%3a%2277c7a4a9-6ff5-40a1-8665-7e1a7a184011%22%7d)

Committee: Arabella Eyre (AE), Candice Charles (CC), Deborah Bennett (DB), Jason Kennedy, (JK), Kelly Murray (KM), Lawrie Chenoweth (LC), Penny Young (PY), Peter Campbell (PC), Rachel de Kretser (RdK), Tamara McKenzie (TMc)

7.30	MEETING OPENING	CC
	Acknowledgement of country	
	Apologies – CC, JK, RdK	
	Attendees -	
	Minutes of previous meeting (accepted)– https://www.dropbox.com/scl/fi/uflw7s7um5z3650no7m86/INCC-Committee-Meeting-Minutes-18052023.docx?rlkey=m3he9igimoh3fji9cq51rdayc&dl=0	
	Matters/actions arising from previous meetings (see below)	
	Items from portfolio reports, other business to discuss	
7.40	President's report	CC
7.45	Treasurer's report	JK
	Account transactions: https://www.dropbox.com/s/jxjnw5m8tnxo55h/Treasurer%27s%20Report-FY2023-10.Account_Transactions-May23%20to%20Jun23.pdf?dl=0	
	Cash summary: https://www.dropbox.com/s/ritif9uv5c0bd99/Treasurer%27s%20Report-FY2023-10.Cash_Summary-May23%20to%20Jun23.pdf?dl=0	
	ITEMS FOR DECISION	
	Survey of club members	AE
	To get to better know our members, see how we are doing as a club/committee and learn about how we can best reach our members, it has been proposed to survey the members.	
	AE and TM have drafted the survey based on previous feedback and suggestions. This is now available on Survey Monkey: https://www.surveymonkey.com/r/WHZN7SZ	
	Committee asked for feedback and decision of when to circulate to members.	
	Decision to be made:	

When to distribute to members? Should this be a date or once a % have renewed membership.

Should we add an identifiable question (e.g. name or email) at the start of the survey to ensure each member only responds once and only members respond. We would need to ensure this data is removed prior to any analysis of results.

Feedback:

- Needs questions on social and recreational offering

Decision:

- To be sent out September 1st
- No need for identifiable question

Next step:

- Develop a similar, yet adapted, survey for junior members/families.

Club marquee

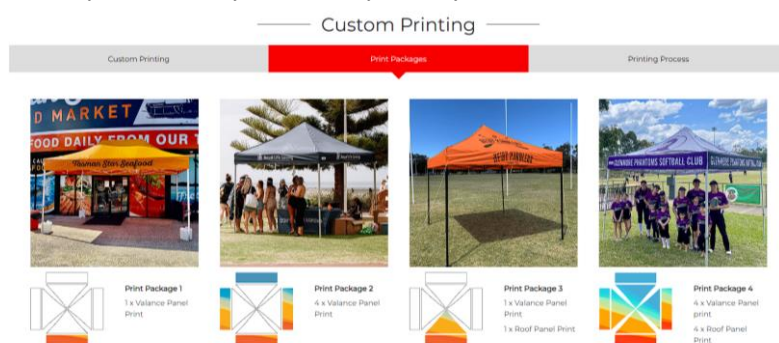
DB/A
E

DB has proposed we purchase a marquee for the club.

AE has researched some marquee types. There is wide variation in the quality of marquees used by members of the paddling community. We need something that is heavy duty given it will be brought to events in all weather conditions.

AE recommends: Extreme Marquees X7 Tectonic marquee in either 3X3 or 6X3, with or without additional walls.

Cost varies from \$1595-\$1895 (3X3m) or \$2695-\$2995 (3X6m) for the marquee frame and top. Prices vary based on print style.



Additional cost for walls is \$406-1599 depending on if we want them printed and how many walls we want.

Decisions to be made:

- Do we want a marquee/have budget for it? Yes
- Are we happy with Extreme Marquees? Yes
- What size 3 X 3m or 3 X 6m? Get one 3 X 3 and consider if we get a second one.
- What print package? Full printed
- Walls or no walls? Printed or not? 2 sides not printed

Mornington Peninsula Paddlers

LC

We have been approached by MP Paddlers asking if they could send some ski paddlers to our group sessions.

- Initially it will be one or two inexperienced paddlers. They can paddle skis but are still learning in K1s.
- They won't receive FOBs.
- Paddlers are welcome to work in with the 5:30 paddling group. They may not be able to keep up at first.

NA

ITEMS FOR DISCUSSION

Preparedness for INCC race

AE

Details of organisation can be found at the following link:

https://docs.google.com/document/d/1kmdP9KaRZITaksMCZmjlSHbdG5Meo4jb/edit?usp=drive_link&oid=100489343101431527310&rtpof=true&sd=true

Race organisation:

- Approval received from Parks Victoria.
- PVMTC has officials and will provide a safety boat and equipment. Chief official will be Michael Neilson, Chief Course Umpire will be Sally Miller and Safety Officer/volunteer coordinator will be Arabella Eyre.

Volunteer organisation:

- We provide approx. 23 volunteers for the running of the event (not including catering).
- So far, not all roles have been filled and AE is continuing to look for volunteers.

Stall:

- KM coordinating parent volunteers for stall.
- Amphitheatre canteen has been booked. AE and KM will clean the canteen on Saturday 15th.
- There will be hot and cold, food and drinks.
- PY will call John Young and Paddle Vic to find their square for use in the stall.
- KM will need to purchase some cups and bandaids for the stall, she will need to be shown how to be reimbursed

Childrens week activity

- PV marathon is running an afternoon activity for paddlers
- Deb to reach out if she wants a hand

NA

PORTFOLIO REPORTS FOR NOTING

Membership and racks (Tamara)

Report:

<https://www.dropbox.com/s/qwzb35tpqikllqw/6th%20July%202023%20report%20TM.pdf?dl=0>

Junior Program (Deb Bennett/Chris Burns), Uniform (Deb) and Social (Deb)

See report from Chris:

<https://www.dropbox.com/scl/fi/h6n9c3th1eo21j9d7hnhk/INCCYP-Junior-Program-Report-June-July-2023.docx?rlkey=7hpim59ir4d1a6pzhkodiqrir&dl=0>

T2 timetrial results: <https://www.dropbox.com/scl/fi/9rfbrec0m4cucp4tjj2ut/T2-TT-results.xlsx?rlkey=soaopkp7gyxm8j191u8h71vyz&dl=0>

8:25

OTHER BUSINESS

Notification to members regarding update of change room arrangements to comply with Child Safe regulations

This should go in Candice's email as soon as possible as we have questions from club members who feel they haven't been notified.

DB

Fundraiser for INCC representatives at worlds

AE/K
M

We have a number of paddlers and a coach attending the world championships in Denmark this August/September. It has been suggested that we could do some form of fundraising to support the paddlers. Paddlers selected to the Australian team:

- Reka Abraham
- Emma Murray
- Isabella Parish

Noteworthy that Chris Burns will be attending as coach for Emma and Isabella. Masters Paddlers have not been listed as they are not required to be selected to the team to compete.

As a committee decide:

- If we want to hold a fundraising event. - Yes
- What the event will be and when. - Movie night, date TBD
- How we will split the funds raised between attendees. Whether we include Chris as a coach. - Equally split between selection paddlers and Chris.
- Who will coordinate – KM will call cinemas and event organisation will be supported by AE

Discussion that paddlers and coaches can be supported for

Items for next meeting

INCC By-Law Review

Delayed due to full agenda. Committee to review and provide feedback before next meeting. We will need to have a resolution before our next AGM.

See review:

<https://www.dropbox.com/s/gjxr640pbjqzn2e/INCC%20Club%20Rules%20and%20By-Law%20Review%20May%2023.pdf?dl=0>

Social paddling groups

There are some social paddling groups that paddle regularly. We could formalise these and open the invitation to other paddlers.

AE

8:30pm

MEETING CLOSE

Next meeting September 21st 2023, via Zoom.

Items from this meeting

Ref	What	Who	By	Status
20230701	Order marquee	Bella	Sept	Open
20230702	Prepare movie fundraiser for World Champs reps	Bella/Tamara/Kelly	End Aug	Open
20230703	Update and circulate survey	Bella/Tamara	Sept 1	Open

Items from previous meeting

Ref	What	Who	By	Status
20230501	Penny to promote INCC the race (and volunteering) via email	Penny	6 th July	Open
20230502	Bella to liaise with junior squad parents to see who will be able to assist with the catering. Specifically will be looking for someone keen to take on lead role and organise Street Trader Permit as soon as possible. 6/7 - Kelly will be coordinating the stall	Bella	6 th July	Open
20230503	Candice and Tamara will discuss strengthening the pathway for juniors to full membership. The benefits of full junior INCC Membership to be communicated to the schools and additional fee as an option for students and parents to consider. 6/7 - This has not been progressed.	Candice and Tamara	6 th July	Open

20230504	Deb to seek out a new uniform supplier 6/7/ - All Pontoon uniform has been delivered. We will move away from Pontoon now.	Deb	6 th July	Open
20230505	Committee provide feedback by email to Tamara on the proposed changes to the INCC Club Rules and By-Laws by 30 th June. 6/7 - Deferred to next meeting.	All	30 th June	Open
20230506	Lawrie to check whether/where we can fit a K4, noting we need to maximise accessibility for members. 6/7 - Minkie K4 and Vajda split K4 have been ordered.	Lawrie	6 th July	Open
20230301	Circulate clubhouse redevelopment designs and organise meetings to review designs and get feedback. 18/05/23 – Full concept designs have not arrived. Images of the Panther Pavilion have arrived but they are hard to understand without the designs for the clubhouse further downhill.	Candice	6 weeks after designs are received	Open
20230302	Ask Peter Mitten/Council about modifications to the men's changeroom in line with Child Safe standards. 18/05/23 – Peter has been contacted but Candice will follow this up with senior management. 6/7 - Candice and Deb have met with council designers and Girl Guides to look at the site and the current design. Next meeting with the architects is the 24 th July.	Candice	May	Open
20230303	Print out some Child Safe posters for the notice board and continue to work on communication documents for Child Safe. 18/05/23 – These will be done shortly. We will also need signage that shows the 6/7 - These are up now.	Kelly	May	Closed
20230304	All to review the child safe policy and to email Kelly with any changes. Kelly will review and come to the next meeting with a more developed policy. 18/05/23 – Kelly will follow this up. 6/7 - Candice to send email to club, then parents and juniors about the new child-safe policy. To be done ASAP.	Candice	May	Open
20230101	Bella to merge the two-member survey documents and circulate to committee members to provide comment by next committee meeting. 18/05/23 – Bella to do.	Bella	May meeting	Closed
20230104	Review the National Integrity Framework case studies and recordings. Links above. Question about whether events that are not specifically for kids require all volunteers need a WWCC. We will work on our policy and systems as a part of the current review. - Penny to add a newsletter item asking people to list INCC and PV as their	All	Next meeting	Open

	volunteer organisations for their WWCC and provide details to us.			
20221203	National integrity framework – All committee members are to attend one of the Sport Integrity Victoria presentations on the new framework.	All	Feb 16	Closed
20221101	Update honour board 6/7 - Deb needs a hand taking it down	Deb	June 2023	Open
2022044	Update Committee list for notice board Update bios and photos (Bella to send reminder)	Bella	17 May	Open
2022021	Weekly calendar of 'what's on at INCC' to be created and posted on website and notice board. 05/05 – Marcus has made a planner to be printed in A2 and laminated. 17/11 – On hold until we can have more frequent events 15/12 – Candice has made a draft and will circulate 19/01 - School program times to be updated and then it will be finalised	Penny/Marcus/Candice	17/03/2022	On hold
202012-10	Additions to the Gym Equipment <ul style="list-style-type: none"> 1 more Olympic Bar Steph to get quotes and send to the executive (Deb, Candice & Arabella) for approval 21/10/2021 – Waiting for quote on custom bench 05/05/22 - Discussions between Bella and Rachel, we don't need a custom bench. A new barbell will cost \$365 (less if we receive organisation discount), do we have committee permission to spend this money? Committee agreed to buy the new barbell, Bella to order. 6/7 - Bella to purchase adult barbell	Bella and Rachel	15 Jan	Open