



**Ivanhoe Northcote Canoe Club Inc. A0008830P**

**PO Box 180, IVANHOE, 3079**

**ABN: 35 350 725 748**

**Affiliated with Paddle Victoria**

## **Minutes**

**17/06/2021 – 7:30pm Grandview Hotel, Fairfield**

**Committee: Anthony Cross, Arabella Eyre, Brianna Jones, Candice Charles, Deborah Bennett, Isaac Johnson, Lawrie Chenoweth, Penny Young, Rachel de Kretser, Sally Miller, Stephanie Langley**

Meeting opened 7:44pm

### **1. Attendees & Apologies**

Attendees: Anthony Cross, Candice Charles, Deborah Bennett, Lawrie Chenoweth, Penny Young, Rachel de Kretser

Apologies: Brianna Jones, Isaac Johnson, Sally Miller, Arabella Eyre, Stephanie Langley

### **2. Acceptance of minutes of the previous meeting (of 20 May 2021)**

Rachel moved, Penny seconded.

### **3. Business arising from the minutes (see below)**

- Lawrie has spoken to Trent about the boat rack near the river. Council responsible for replacing. Lawrie to follow up. Option of having multiple?
- Google Sheet has been set up for managing coaching hours and payment. Candice recommended start using from 1 July. Links to be circulated amongst committee. Google form for reimbursements (need photo for evidence of expenses incurred).
  - Chris' salary not to be put on Google Sheet because his payment is managed through Paddle Vic. To continue with his current system.
- Tear drop flags have been obtained.

### **4. Correspondence**

No correspondence.

### **5. Reports:**

- **Race Host Co-ordinator** (Sally Miller, Penny Young, Rachel De Kretser, Brianna Jones)

- Still looking for some volunteers but river has been adequately cleared.
  - Deb to be Safety Officer and managing COVID requirements.
  - Lines for food stall likely to be area of congregation so need to put tape/chalk on the ground to help ensure distancing requirements are met.
  - Lawrie to manage parking on day
  - Deb to make sign for parking, both at club and in MIT parking. Rachel to confirm availability of spots.
  - Need to arrange for cleaning of steps because very muddy.
  - Will have safety boat in bowl to assist if less experienced paddlers fall in before start
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- **President** (Debbie Bennett)  
Report: <https://www.dropbox.com/scl/fi/y4mow3olhsyouvy3mkiba/Presidents-report-June.docx?dl=0&rlkey=6gylqh59vn4s6goyp0o4kppoa>
  - Executive committee met to discuss coaching programs. Notes regarding the resulting proposals have been recorded under 'General Business'
  - **Clubhouse Development Subcommittee** (Debbie Bennett, Candice Charles, Rob Godwin)
  - **Treasurer** (Anthony Cross)
    - Valuation of boats in club for insurance
      - Committee had previously agreed we needed a new system, could not continue to roll over info from previous years.
      - Private boat owners have recently received email, required to fill in details in order for us to update insurance. Candice will send reminder in coming days.
        - Candice will update Anthony with the information collected.
      - Need to address club boat fleet – probably take 10% off previous year.
    - Profit and loss currently fairly well balanced.
    - INCC currently not paying commercial rates for clubhouse– but have been warned this may change, especially if we do complete the redevelopment (currently paying approx. \$1400).
      - Other sporting clubs have recently seen a dramatic increase in rates/fees.
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  - **Clubhouse Co-ordinator** (Lawrie Chenoweth)
    - Light out in toilet in gym again. Deb thinks there is actually a link to the switch in the 'kitchen'. Lawrie to investigate.
  - **Boat Captain** (Lawrie Chenoweth)
    - Lawrie has completed some repairs (multiple boats). Working through the list on the whiteboard. Almost complete.
    - Need for longer paddles (approx. 216cm) – Lawrie to arrange.
    - Two TKs have been purchased and will arrive soon.
    - Two Vajda 46s also on the way (would not have been able to get new Rebel 46s until next year). Would be good if committee members could try them out to compare. Fibreglass club build, hopefully more sturdy build than Rebels.

- **Coaching**
  - **Adult beginners** (Stephanie Langley)
    - Learn to paddle courses for 2021-2022.
  - **Juniors**
    - Report: <https://www.dropbox.com/scl/fi/avmfcrp6u6vuc7fh5iz1v/Junior-Program-Report-June-2020.docx?dl=0&rlkey=w1332jysz1cm9af1z3rxj1s7x>
    - Junior program fees for 2021-2022.
      - Deb has recommended some make up sessions during the holidays because the kids have missed multiple sessions (lockdown, floods).
  - **Intermediate**
  - **Advanced Coaching**
- **Membership Co-ordinator** (Candice Charles)
  - See notes recorded under 'General Business'
    - Increase in membership fees, appointing adult coaching coordinator
  - Moved by Anthony. Unanimously accepted by committee present.
  - Committee has gift to recognise Steph's contribution in a very difficult year (lots of people trying to join the club!)
- **Racking Co-Ordinator** (Candice Charles)
  - No updates.
- **Communications Co-ordinator** (Penny Young)
  - Next goal of comms to increase interest in next Sunday Club Doubles (July 4)
- **Social Coordinator** (Sally Miller)
- **Race Participation Co-ordinator** (Penny Young)
- **Uniform Co-ordinator** (Stephanie Langley and Debbie Bennett).  
No updates but will look at opening uniform orders again at some point soon.
- **Safety Co-ordinator** (Isaac Johnson, assisted by Anthony Cross)  
No updates.

## 6. General Business

- Reimbursement for coaches and creation of a paid adult learn-to-paddle co-ordinator role:  
<https://www.dropbox.com/s/4t55x71o1k6i4s9/Ensuring%20sustainability%20of%20programs.pdf?dl=0>
- Membership fees for 2021-2022.
  - Coach salary: INCC found to be at lower end of reimbursement (albeit untaxed), difficult to compete with schools which can afford weekend loading, etc.

- Discussed whether the beginner course coordinator should be a paid position. The number of people interested over the past summer was probably beyond capacity of a volunteer role. Multiple people had to be reimbursed because they were unable to complete a beginner course.
  - Concluded 6 month period of payment for this role is reasonable (Oct-Mar)
- Recommend increase in coaching rates
  - Assistants to be paid at same rate as PV assistance coaches (\$30/h)
  - Lead coach - \$35/h
- These changes will increase costs to the club however need to balance with ensuring coaching cohort is maintained.
  - At the moment, anticipate loss of approx. \$10 000 by subsidising program but accept as part of establishment of new program.
  - Propose slight increase in fees for junior program from next year onwards in order to minimise this long term. Recognise that goal of program is to remain affordable/accessible but this is still a competitive price for organised junior sport.
    - \$120 to increase to \$140 for term (Saturday sessions only)
    - \$70 per additional session
  - Cost of having an adult program coordinator would only just break even in an average year if every course filled/no refunds, but this is not taking cost of maintaining fleet, etc for program into consideration (this is working on the beginner course fees agreed to earlier this year)
    - Propose increasing fees of beginner courses to establish buffer funds and help to cover the new coordinator role.
      - \$125 for group course, \$200 for private individual course, \$325 private pair
  - Increase of approx. 7% to membership fees will also help cover increased costs.
    - This will be implemented from September, so members renewing before this time will not be affected by the price increase this year.

## 7. Next Meeting – 7:30pm July 15, Grandview Hotel, Fairfield

Meeting closed 9:18pm.

### Update on previous open actions:

Ref	What	Who	By	Status
202105-01	Boat rack near landing to be fixed. Contact with council needs to be made.	Lawrie	17 June	Open
202105-02	Add adults paddle to the city to social calendar.	Sally	17 June	Open
202102-3	Lawrie to follow up with Trent/council about possums in the club. <ul style="list-style-type: none"> <li>• Lawrie has spoken to Trent and he will put in a request for works.</li> </ul>	Lawrie	18 Mar	Ongoing

Ref	What	Who	By	Status
202012-10	Additions to the Gym Equipment <ul style="list-style-type: none"> <li>• 1 more Olympic Bar</li> <li>• 1 more bench</li> </ul> Steph to get quotes and send to the executive (Deb, Candice & Arabella) for approval	Steph (Bella to assist)	15 Jan	<b>Open</b>
Sep '19	Individual Hat & Uniform supplier ready for ordering <ul style="list-style-type: none"> <li>• 17/6/21: Action amended – looking at opening orders again at some point in the future.</li> </ul>	Steph and Deb	Ongoing	<b>Open</b>