



Ivanhoe Northcote Canoe Club Inc. A0008830P

PO Box 180, IVANHOE, 3079

ABN: 35 350 725 748

Affiliated with Paddle Victoria

Minutes

18/03/2021 – 7:30pm Grandview Hotel, Fairfield

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

1. Attendees & Apologies

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

2. Acceptance of minutes of the previous meeting (of 18 Feb 2021)

Lawrie, seconded by Sally Miller

3. Business arising from the minutes (see below)

4. Correspondence

Deb has received an expression of interest for a paddling course from the Clifton Hill Scouts group.

5. Reports:

- **President** (Debbie Bennett)

Report: <https://www.dropbox.com/scl/fi/4p6dmdcenxu3b4oidgmh8/Presidents-Report-March-2021.docx?dl=0&rlkey=j3uhuoiy5orpa9oxftgx4zoas>

Medal winners from Vic Champs:

<https://www.dropbox.com/scl/fi/xsrkvydzr7aaqzgwvxtt3/Medal-Winners-Vic-Champs-2021.docx?dl=0&rlkey=mv8o9gacycxkf6epfh6f3yd4k>

- **Clubhouse Development Subcommittee** (Debbie Bennett, Candice Charles, Rob Godwin)

No updates.

- **Treasurer** (Anthony Cross)

P&L statement:

https://www.dropbox.com/s/vpu4642jndenxa6/INCC%20Yarra%20Paddlers%20Profit%20and%20Loss%202021-03-16-04_21.pdf?dl=0

Incomings are looking good. The outgoings have increased as we are catching up on coaching payments. Identified that we need to improve the structure of how coaching hours is communicated. Anthony to establish a Google Doc that Steph and Chris will update with coaches' hours. We also need to change our cloud accounting system.

- **Clubhouse Co-ordinator** (Lawrie Chenoweth)
Ladies showers may not be draining properly. Deb to confirm this is still a problem and, if it is a problem, Lawrie is to notify the council.
- **Boat Captain** (Lawrie Chenoweth)
- **Coaching**
 - **Adult beginners** (Stephanie Langley)
Multiple group courses recently finished. A couple are incomplete but they are due to be finished soon. There are only a couple of people remaining on the waiting list. There is demand for the private courses. It is difficult to find enough coaches to fill the demand but currently we are managing this at the moment.
 - **Juniors**
Report: <https://www.dropbox.com/scl/fi/g6mnxjwdywtolujpi137i/Junior-Program-Report-March-2021.docx?dl=0&rlkey=05xfr3bamz6qbw8y6drdm9sau>
Identified that we should ensure there is clarity of Chirs' role on race days (i.e. is he coaching Trinity or the INCC juniors).
 - **Intermediate**
 - **Advanced Coaching**
- **Membership Co-ordinator** (Candice Charles)
There are now 309 members total (2020 there was 253). There has been an increase in both seniors and juniors. This is putting pressure on the number of boats that we have.
- **Racking Co-Ordinator** (Candice Charles)
Thanks to Penny, Hamish and Rachel who helped label all the racks during the working bee. New system of allocating racks to people, rather than people to racks, has identified a number of rack squatters. There are some boats belonging to inactive members. There are also some spaces that may provide an opportunity to increase the size of our club fleet.
- **Communications Co-ordinator** (Brianna Jones)
No report
- **Social Coordinator** (Sally Miller)
Proposal to purchase turning buoys
<https://www.dropbox.com/s/ap6stocx4w4f32a/INCC%20Social%20and%20Club%20Events%20Report%20-%20Mar%202021.pdf?dl=0>
<https://www.dropbox.com/s/1h05wptf55fj8u8/Sunday%20Club%20Doubles%20-%20Race%20Results%20and%20Leader%20Board%20as%20at%202021-03-07.pdf?dl=0>
Identified we should start the BBQ earlier so that food is ready when people get off the water and we should communicate the gold coin donation better.
Proposed that we should purchase a three turn buoys, anchors, and a loud hailer.
Committee approved this expense but suggested we should purchase a higher quality loud hailer. Lawrie will help Sally with selecting the loud hailer.
Easter camp cancelled and we will run a camp later in the year.
Discussion of splitting the AGM and awards night.
- **Race Participation Co-ordinator** (Penny Young)

Now that nationals has been cancelled, we hope to get more paddlers along to the Frank Harrison. Club race attendees may be interested in the PV races and this may be an avenue for increasing overall race participation.

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

<https://www.dropbox.com/s/ui7tsajythw6roi/Report%20to%20committee%20-%20PV%20WS3%20Race%20-%20Mar%202021.pdf?dl=0>

Sally has put in the race permit and food permit application.

- **Uniform Co-ordinator** (Stephanie Langley and Debbie Bennett).

Deb has emailed the committee with new designs and would like feedback by the end of next week.

- **Safety Co-ordinator** (Isaac Johnson, assisted by Anthony Cross)

Anthony has purchased two updated first aid kits to replace the expired first aid supplies. Anthony has suggested that we should have a notebook (or similar) to help notify us when supplies have been used.

Defibrillator is still working and we should ensure that we have a service agreement.

Anthony has offered to run a first aid information session for club members. This session could include the use of the defibrillator. The committee suggested that this is not currently required.

6. General Business

Proposal – Expansion of junior program

(<https://www.dropbox.com/scl/fi/nr6bwtlu21suevefn5w6/Junior-Program-Exansion-Proposal.docx?dl=0&rlkey=4xfm5ek4jao2qhsn4ra1fcxlq>)

- Committee approved that we should start by adding one extra session on Wednesdays. Committee has suggested that selection criteria for the additional session should be lowered. Committee has suggested that a cap may not be required.

Review of Beginner Course fees for private lessons (Stephanie Langley)

- Identified that currently private courses are \$150 regardless of whether it is one or two people. When you have two people, it costs less than two people in the group course.
- Steph has proposed that we should clearly state on the website that both people should pay \$150. This will encourage people into the group courses if they can.
- Candice also suggested that we update the wording on the website to say that the private sessions are three 1.5hr sessions.
- Candice suggested if you have a private course alone then you get three 1.5hr sessions for \$200.
- Committee has approved a new structure of 1 person \$200, 2 people \$300. Session lengths are 2hr in week 1 and 1hr in subsequent weeks.

New uniform design

- Committee asked to provide feedback by the end of the week.
- Suggestion that we should add the logo to the back of the paddling top as some people will wear this before/after the race.

Proposal for adoption of the use of collaboration tool by the committee for communication (Slack)

- Sally to begin using Slack with some subcommittees and this will gradually expand throughout the committee.

Candice met with Michael (MLC) and Lachlan (CGS) recently.

- New options for payment and boat sharing with our junior were discussed and this will be discussed again ahead of the next financial year.

Lawrie's hairy bikers group will have a come and try session next year.

Meeting closed at 9:12pm.

7. Next Meeting – 7:30pm 15th April 2021, Grandview Hotel, Fairfield

Business arising:

Ref	What	Who	By	Status
202103-1	Window above the bins to be repaired.	Lawrie	15 April	Open
202103-2	Establish a system for communicating coaching hours for payment.	Anthony, Steph, Candice	15 April	Open
202103-3	Switch cloud accounting software.	Candice and Anthony	15 April	Open
202103-4	Investigate and potentially fix drain in the ladies' change room.	Deb and Lawrie	15 April	Open
202103-5	Include club race results and calendar on the INCC website.	Sally and Bri	15 April	Open
202103-6	Purchase loud hailer, rope, anchor and turning bouy.	Sally and Lawrie	15 April	Open

Update on previous open actions:

Ref	What	Who	By	Status
202102-1	Assess what new boats need to be bought <ul style="list-style-type: none"> - Given we will be selling some old boats, these will need to be replaced with new boats. Flagged that rebels will be a growth area given we have many new beginner paddlers.	Candice & Lawrie	18 Mar	Open
202102-2	Light requires changing in the toilet in the gym.	Lawrie	18 Mar	Open
202102-3	Lawrie to follow up with Trent/council about possums in the club. <ul style="list-style-type: none"> - Lawrie has spoken to Trent and he will put in a request for works. 	Lawrie	18 Mar	Open
202102-4	Investigate the opportunity for a club supported coaching course with Paddle Victoria given the number of courses and coaching shortage.	Deb	18 Mar	Open
202102-5	We have lost a number of PFDs and will require another 1/2 dozen.	Candice	18 Mar	Open
202101-02	Add working bee to social calendar, circulate info to members.	Sally, Bri	End of Feb (working bee 7/3)	Closed
202101-04	Decide on dates/time for extra beginner course. <ul style="list-style-type: none"> - Candice has tried to talk to Steph about this 	Candice, Steph	Early Feb	Closed

Ref	What	Who	By	Status
	<ul style="list-style-type: none"> - Coaches from the committee have expressed that they are available on week nights in March and this could provide some additional options sooner rather than later. - March beginner course added 			
202012-01	Deb to circulate the final proposal for the INCC Junior Squad Program.	Deb	22 Dec	Closed
202012-02	Organise the next Come & Try (Adults & Juniors) for early Feb '21.	Sally & Rachel	Let's do it Sunday 7th	Closed
202012-03	Deb to update her Presidents report and Newsletter to also cover Sprint activity within the club. <ul style="list-style-type: none"> - Deb has been trying and has requested that others assist in providing her with information about sprint activities. 	Deb	30 Jan	Closed
202012-10	Additions to the Gym Equipment <ul style="list-style-type: none"> - 1 more Olympic Bar - 1 more bench Steph to get quotes and send to the executive (Deb, Candice & Arabella) for approval	Steph	15 Jan	Open
202011-01	Further discussion re: buddy program for introducing beginners to racing <ul style="list-style-type: none"> • 17/12: Sally updated Getting Ready to Race booklet. PV held Club Delegate forum 10/12. Deb keen to hold clinics for Race Prep. • Sally & Penny to organise program of regular club races (with BBQ). Update 21/1: <ul style="list-style-type: none"> • Getting Ready to Race booklet published PV Website, updated in INCC web page. Promotion PV News and FB. • Club Races. Proposal can be found here <ul style="list-style-type: none"> ○ Requesting decisions from the INCC Committee Update Sally 18/2: <ul style="list-style-type: none"> • Ready to Race booklet shared on the (re-named) Marathon Paddler Victoria - • Proposal options provided and updated now to Framework and can be found here Dropbox\INCC3\Sunday Club Doubles Races\Framework for regular INCC Club Races [FINAL] along with the schedule race dates. • Candice has created logo and online booking form https://www.incc.org.au/sunday_club_doubles/ • TK2's to be all fixed by race day – hopefully at Working Bee • Will use old Murray Marathon boat numbers – borrow from PV • Promotion <ul style="list-style-type: none"> ○ Newsletter (done) ○ INCC-YP FB - underway ○ INCC-YP FB posts leading to the race/s 	Deb, Penny & Sally	End of Nov	Closed

Ref	What	Who	By	Status
	<ul style="list-style-type: none"> Race volunteers <ul style="list-style-type: none"> Not identified yet BBQ person Not identified yet			
202001-04	Purchase two new tear-drop flags (and retain the existing base and poles). Initial price not acceptable. Bella to seek better deal 17/12: Arabella provided email update on 17 Nov.	Bella	2020	In progress
202001-09	Remove the 2 x K2 outside the Clubhouse. They propose to donate them and 5 other boats in the bunker to another club. Deb to speak to Michael (MLC)	MLC Deb	Mar 2020	Closed
Sep '19	Individual Hat & Uniform supplier ready for ordering 17/10: Action amended – Deb following up Pontoon. again, tomorrow and if no satisfactory response she will change supplier.	Steph and Deb	Oct 2019	In progress