



Drummoyne Rowing Club Inc.

ABN: 32 098 220 083

## **Drummoyne Rowing Club - Committee Meeting Minutes**

**March 11, 2014;** 6:30pm

DRC Clubhouse, 461 Henley Marine Dr, Drummoyne NSW 2047

Attendees: Stephen Burke; Lucian John; Bianca Riley; Stu Fredriksson; Antony Matthews; Istvan Nemeth; Katrina Brangwin; Kitrina Shanahan, Rowena Stewart

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### **1. Meeting opening**

- a. Apologies - NA
- b. Conflict of interest declarations - No new COI tabled
- c. Previous minutes
  - i. Confirmation of Feb minutes - Bianca approved; seconded Lucian
  - ii. Matters arising/review actions -
    - Outstanding - audit of private boats in shed against finance records to be completed (Kit/Lu)
    - Stu debriefed on North Shore visit and learnings re club and pontoon upgrade

### **2. Reports: office bearers and sub-committee reports**

- a. Presidents Report
  - i. Bay Presidents meeting - Steve attended Bay Presidents meeting to discuss congestion and safety on the Bay in relation to proposed Community Rowing Club development between LRC and UTS; Steve to follow up with RNSW. Renewed contact between clubs a positive outcome.
  - ii. DRC Regatta: VIP guests who have indicated they will attend: CBC Mayor, Andrew Ferguson, Charles Jago, Stephanie Di Pasqua; Steve and Katrina to host supported by Committee
  - iii. Capital works discussion re deteriorating shed floor and also longer term aspiration for pontoon upgrade. Steven Schnagel

offered to facilitate review and quote on floor repairs from trusted expert. Rowena to organise with Steve. Agreed pontoon upgrade project to be managed in parallel with lease review and renewal.

- iv. Back to DRC BBQ - Proposed date - 28th July (DRC JB Sharp) - all agreed
- v. Broadband Install - Steve sourcing certified cabler to connect new modem to new NBN cable
- vi. Club Grants NSW - Stuart to review opportunities and table recommendation next meeting
- vii. Petition - Mortlake Slipway- Andrew Feguson has requested DRC's support re petition to protect this slipway and vital water access. Steve to draft email to send to members to invite members to respond.
- viii. St John's College Request to Hire 8 - SB to follow up on specifics and negotiate terms,
- ix. Local Sport Grant Program (LSGP) 2023/24 - Submission Number: LSGP-2023/24-1153 - emailed re progress; no decision yet
- x. Louis Petrin Commemoration - Committee agreed with recommendation to name the Mens D8 race at the DRC Masters in memory of Louis. SB to organise Perpetual trophy
- xi. Application to Conduct a Regatta (24/25 Season) - Lu and Steve to talk to Owen

b. Finance/treasurer's report

- i. Statement of accounts (till end Feb 24) - see below
  - 1. \$204,530 trading income - expected to exceed FY budget
  - 2. Balance sheet: \$345K in bank; cash position improved over last few years
  - 3. Recommendation to add \$100K into 12mth term deposit to take advantage of current rates - all agreed
  - 4. Coaching currently under budget; to be reviewed next meeting
- ii. Outstanding member subs and race fees
  - 1. Most have now paid - outstanding x5. Kit to circulate list to Committee; assume that those outstanding no longer wish to continue as members; Kit to remove from member list

- c. Captain's report
  - i. DRC Regatta Preparations
    - 1. Preparation going well; volunteers filled nearly all slots; RNSW liaison on target; 455 seats booked
  - ii. HOY entries (April 4 open) - Lu and Bianca to manage entries for 7 crews based on 2023 (names don't need to be identified till later in year)
  - iii. Fleet planning status - Lu to liaise with Istvan on next stage and getting quotes on potential refurb's for select boats; Steven to liaise Newington Old Boys to ensure insurance covered on Rae
  - iv. Maintenance schedule - done and Lu will be communicating to all members this week
  - v. Torchbearer - will go back up on bookings and communicated to members (riggers on loan from SUBC while we wait for replacement rigger)
  - vi. LTR - April round update - x6 new LTR's booked paid for next round starting April 7; x7 members of current novice squad will be invited to apply for membership based on Laura's assessment; Laura to continue to support novices; KB to draft email to them with member application form
  - vii. Winter Holiday Camp - opportunity to host a holiday camp with MLC (and possibly Tara and PLC) - Lu to get more details and advise logistics; commercial arrangement etc
  - viii. Captains crew working well; lots of great activity to better organise shed; Alex drafting update for Lu to include in next Captains Comms
  - ix. Trailer repaired following vandalism; police report drafted; CBC advised. Steve and Katrina organising meeting with CBC GM and Evan Hutchings
- d. Membership sub-committee report
  - i. Member applications: None received
  - ii. Member Composition Dashboard (March 2024) tabled; member composition split continuing to trend in right direction; ahead of target for 2024
  - iii. Sydney Catholic Schools/Domremy LTR Program - proposal tabled by Katrina via email approved by Committee; Katrina to follow up with Domremy to get approval in writing and do risk assessments
  - iv. Masters coached squads - next steps - delay in rolling out due to securing enough coaches; Katrina to follow up with coaches; organise training sessions on revolutionise and communicate to members

e. **Health and Safety**

- i. HS&E committee met in March; minutes shared with Committee
- ii. Lu to review latest incidents including member(s) with repeated incidents and consider what if any interventions required
- iii. Committee agreed that safety practices and importance of incident reporting needs to be re-communicated to members; Lu to include in next Captains Comms
- iv. Completion of Safety audit to be added to agenda of HSE Committee
- v. SB to request an update on Enviro audit actions
- vi. Shark sightings - SB to contact appropriate maritime agency to advise

**3. DRC 23/24 Action Plan**

- a. Committee reviewed Action plan and status of activity; much in progress; Katrina to identify priority activity and assign owners
- b. Idea of DRC Foundation to be explored by Antony with support from Stu (consider Aust Sports Foundation framework?; scope; structure etc)

**4. General business**

- a. Communications
  - i. Lots of updates to go to members; Katrina to list out of what we need to communicate by who and when to manage flow of comms
- b. Awards night - June 14
  - i. Balmain Rowing Club booked; Save the date to be communicated to members
  - ii. Running order, awards and presentations to be discussed at next meeting. Bianca offered to assist with organisation
- c. Coaching resources request
  - i. Istvan sourcing quotes of items tabled at last meeting and managing purchases in liaison with with Kit
- d. Meeting dates - agreed shift to Monday evenings except for next meeting when many away
- e. Rowing Manager access (Rowena) - SB to organise access

**5. Meeting finalisation**

- a. Next meeting - Wednesday April 10 6.30pm

PROFIT AND LOSS FULL YEAR 2024 AND BUDGET FOR 2024				
Account	2024 YTD	2024 Full Year Budget	YTD v Budget	Commentary
<b>Trading Income</b>			<b>\$ Movement \$</b>	
Clothing Sales	235			
Full Member Annual Fee	49,962			
Recreational Member Annual Fee	3,200			
Student/Temporary Member Annual Fee	2,810			
Race Entry Fee Income	30,992			
Private boat - Rack Fee	6,098			
School Member Annual Fee	98,089			
<b>Total Income from Members</b>	<b>191,385</b>	<b>205,000</b>	<b>(13,615)</b>	
DRC regatta Fee Income	2,029	10,500	(8,471)	
Other Revenue	5,699	4,000	1,699	Learn to row program, Christmas party,
Interest Income	5,416	3,000	2,416	Boys in the Boat
<b>Total Other Income</b>	<b>13,145</b>	<b>17,500</b>	<b>(4,355)</b>	
<b>Total Trading Income</b>	<b>204,530</b>	<b>222,500</b>	<b>(17,970)</b>	
<b>Gross Profit</b>	<b>204,530</b>	<b>222,500</b>	<b>(17,970)</b>	
<b>Operating Expenses</b>				
Rent & Outgoings	2,067	22,000	(19,933)	Rent a space storage
Cleaning/rubbish removal	7,803	8,000	(197)	
Insurance	13,716	14,000	(284)	Annual insurance premiums paid Sep 23
Electricity, Gas & Internet Expenses	3,623	6,000	(2,377)	
Safety & OHS	0			
<b>Total Facilities Expenses</b>	<b>27,209</b>	<b>50,000</b>	<b>(22,791)</b>	
Race Fees	25,160	22,000	3,160	
RNSW Affiliation Fee & Capitation Levy	6,304	7,500	(1,196)	
Coaching	11,345	39,000	(27,655)	
Local Regatta Expenses	2,269	2,000	269	
<b>Total Rowing Expenses</b>	<b>45,078</b>	<b>70,500</b>	<b>(25,422)</b>	
Repairs and Maintenance	8,779	20,000	(11,221)	John Lee Back Arms, Tinny Repairs, Sykes
Depreciation	0	21,000	(21,000)	
<b>Total Repairs &amp; Depreciation</b>	<b>8,779</b>	<b>41,000</b>	<b>(32,221)</b>	
Motor Vehicle Expenses				Spirit of Tasmania 2024 National Championships and Head of the Shoalhaven and Yarra
	7,315	9,000	(1,685)	
Dinghy Fuel & Maintenance	2,502	3,500	(998)	
Fuel	1,501	2,000	(499)	
Registrations	340	500	(160)	
<b>Total Vehicle Expenses</b>	<b>11,658</b>	<b>15,000</b>	<b>(3,342)</b>	
General Expenses				DRC website \$460, sewerage pipe fix through Aqua Luna \$330, Awards AGM \$380
	5,318	10,350	(5,032)	
Entertainment	3,176	2,500	676	\$400 deposit trivia night
Consulting & Accounting	669	2,000	(1,331)	Accounting software annual subscription
Bank Fees	80	150	(70)	
Clothing	1,351	2,000	(649)	
Donations	0	0	0	
<b>Total Other Expenses</b>	<b>10,593</b>	<b>17,000</b>	<b>(6,407)</b>	
<b>Total Operating Expenses</b>	<b>103,317</b>	<b>193,500</b>	<b>(90,183)</b>	
<b>Net Profit</b>	<b>101,213</b>	<b>29,000</b>	<b>72,213</b>	

<b>Balance Sheet</b>	
Drummoyne Rowing Club Inc	
As at 29 February 2024	
<b>Account</b>	<b>29 Feb 2024</b>
<b>Assets</b>	
<b>Bank</b>	
Freedom Debit	702
Power Saver	243,359
Term Deposit 978	50,000
Term Deposit 996	50,855
<b>Total Bank</b>	<b>344,916</b>
<b>Current Assets</b>	
Shed Key Deposit	(2,850)
Trade Debtors	0
<b>Total Current Assets</b>	<b>(2,850)</b>
<b>Fixed Assets</b>	
Gym Equipment at Cost	29,881
Less Accumulated Depreciation on Gym Equipment	(13,459)
Less Accumulated Depreciation on Plant & Equipment	(117,897)
Plant & Equipment at cost	330,565
<b>Total Fixed Assets</b>	<b>229,091</b>
<b>Total Assets</b>	<b>571,157</b>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
GST	5,268
Provision for Rent & Outgoings	42,185
<b>Total Current Liabilities</b>	<b>47,453</b>
<b>Non-current Liabilities</b>	
L Petrin Memorial Fund	3,224
<b>Total Non-current Liabilities</b>	<b>3,224</b>
<b>Total Liabilities</b>	<b>50,676</b>
<b>Net Assets</b>	<b>520,481</b>
<b>Equity</b>	
Current Year Earnings	101,213
Foundation Members Trust	19,583
Retained Earnings	399,686
<b>Total Equity</b>	<b>520,481</b>