

		MEETING	Yachting Australia Federal Assembly	
		DATE	Sunday 27 May 2007	
		TIME	0930-1530	
		VENUE	Vibe Hotel, North Sydney	
		AGENDA	MINUTE	ACTIONS
0930	A.	ATTENDANCE AND APOLOGIES		
		<p>Attendance: Andrew Plympton President Nick Hutton John Flower Rupert Leslie David Kellett Wally Rantanen Tom King Adrienne Cahalan Phil Jones CEO Michael Jones AST Director Glen Stanaway Sport Services Mger Monique Schaefer Executive Assistant</p> <p>Lyndsay Brown YNSW Delegate Stephen Leahy YNSW Observer Roger Hickman YNSW Observer Fred Bevis YNSW Observer Dayle Smith YQ Delegate David Thomson YQ Observer Peter Russell YACT Delegate David Gotze YV Delegate Alastair Douglas YT Delegate Bob Silberberg YT Observer Bob Heywood YSA Delegate John Johnston YSA Observer Gary Martin YNT Delegate Alan Tough YWA Delegate Tony Claydon YWA Observer</p> <p>Apologies: David Tillett Glen Somerville YQ Ross Kilborn YV Alastair Snell General Manager</p>	<p>Andrew Plympton opened the meeting and welcomed all delegates and observers.</p>	

B.	MINUTES OF THE LAST MEETING		
	To receive the minutes of the meeting held on 9 March 2007	<p>The following amendments were agreed to the minutes from the meeting held 9 March 2007:</p> <ul style="list-style-type: none"> • Item 1 - Membership - Queensland – Delete words at bullet point 5 and replace with “<i>Queensland did not want the PA insurance</i>” • Item 1 - Membership – Queensland were not aware of the details of the block insurance arrangements and were therefore unable to support it. • Item 1 – Membership – Resolution – YQ did not support the basis of calculation of the proposed Yachting Australia Banding System. Delete the word “<i>unanimously</i>” <p>Following brief discussion, the minutes of the Federal Assembly meeting held on 9 March 2007 as amended were accepted as a true and correct record.</p>	
C.	MATTERS ARISING		
	To consider any matters arising not otherwise dealt with in the agenda	Australian International Optimist Dinghy Association - The Chief Executive informed the meeting that the recent court case had been dismissed. Details of the judgement were awaited	
1.	Financial Overview		
	To receive a presentation on the financial arrangements for Yachting Australia	<p>In considering the issues raised by Yachting Queensland in a letter to Yachting Australia dated 13 April 2007, the Board had determined that other members of the Federation would be interested in, and would benefit from, a detailed briefing on the finances of the Federation.</p> <p>The Chief Executive Officer gave a presentation providing a financial overview of Yachting Australia, beginning with a snapshot of the accumulated funds. The meeting noted that these had risen from around \$3,000 at the end of 1996 to an anticipated \$750,000 at June 2007. This was in line with the Board’s agreed policy.</p> <p>The presentation detailed the distribution of funds from the ASC, AIS, APC, AOC, sponsors and patrons targeted to the high performance area and highlighted the reliance of the organisation on these funds. The income from other sources such as membership was also noted. The costs of services outside the high performance program was outlined, together with how the deficit for these core areas of the business, based on membership income, was made up from other activities.</p> <p>The CEO listed the various financial governance and management policies approved by the Board and previously circulated to MYAs. Hard copies of these policies were tabled. It was agreed that these should be posted in the MYA area on the Yachting Australia website.</p> <p>The President noted the high level of transparency that the organisation provided. Yachting Australia was thought to be the only ASC funded organisation to produce profit and loss and balance sheet information against budget on a monthly basis that is shared with its member organisations.</p>	GM

		<p>The Chief Executive highlighted that some of the revenue information was confidential and could not be distributed externally. The President and CEO were prepared to present the information and a full briefing to any MYA Board upon request</p> <p>The President commented that he believed the presentation answered all the questions raised by Yachting Queensland but invited all MYAs to put forward any other question that they may have.</p> <p>YQ asked if an analysis of YA expenditure in each state could be provided. The CEO undertook to investigate this as it may take some time to prepare.</p>	CEO
2.	Olympic Program Update		
	To receive a presentation on the Olympic Program and the progress of the Australian Sailing Team	<p>Australian Sailing Team Director, Michael Jones, gave a presentation on progress made to date on the implementation of the Gold Medal Plan.</p> <p>The Australian Sailing Team Director outlined the progress made by the Australian Sailing Team including the mission of the program, current performances, key achievements, coaching roles, technology programs and the latest research and development initiatives that have become possible with extra funding from the ASC, AIS, sponsors and patrons. It was noted that Australia's funding was still only half of that of Team GBR but yet Australia are currently ranked 2nd in the world behind Team GBR.</p> <p>A copy of the presentation was requested. However some of the technological information was considered confidential and could not therefore be circulated. Again the President offered that if anyone required any further information then that could be arranged on request, including a presentation similar to that made to the Federal Assembly. The CEO agreed to provide an amended version of the presentation with any confidential information removed.</p>	CEO
3.	Opportunities to Strengthen the Delivery of Sailing in Australia		
	To provide input to the Australian Sports Commission funded project "Opportunities to Strengthen the Delivery of Sailing in Australia"	<p>Chris Muldoon (CM) from Sport Business Partners, Dr Robert Kidston (RK) and Peter Sharpe (PS) from the Australian Sports Commission (ASC) joined the meeting to discuss the planned Review. CM addressed the Federal Assembly on the project overview, the people involved, the nature and scope of the Review and its planned methodology. A copy of his presentation is lodged with these minutes.</p> <p>RK explained the purpose of the Review, stating that this was not a case of 'rescuing' a sport in a crisis but rather an opportunity to look at ways that sailing in Australia could be strengthened. It was a "whole of sport" Review, an assessment of how the sport was being delivered and the role of Yachting Australia in its delivery. RK was very pleased that Yachting Australia had shown a willingness to take part in the Review, noting the importance of working in partnership with the organisation to maximise the benefit.</p> <p>The Review was currently at the first of seven stages. Stage two would involve Sport Business Partners embarking on a series of Capital City Consultative Workshops (CCCWs) and personal interviews with key stakeholders. It was noted that an on-line survey would also be created and</p>	Attached

		<p>circulated to selected stakeholders to gain broader input on the issues that sailing faced. It was noted that the review was currently about 5 weeks behind schedule but that the start had been delayed pending the chance to present details to the members of the Federal Assembly.</p> <p>Questions were invited. CM responded to questions of detail regarding the CCCWs. No other issues were raised in respect of the Review.</p>	
4.	Strategic Plan 2005-2009 Update		
	<p>To receive a report on the progress made on the objectives set out in the 2005-09 Strategic Plan</p>	<p>The CEO gave a presentation on the background to the planning processes currently in place. A copy of the presentation is lodged with these minutes. The CEO referred to the Report of the 2004 Strategic Direction Working Party which had been endorsed by the Federal Assembly. This Report was tabled for information and is lodged with these minutes.</p> <p>The meeting noted that the current Strategic Plan had been signed off by all MYA Presidents in February 2005 but that only one of the MYAs Presidents that had been involved was still in post. Dayle Smith requested a copy of the Strategic Plan. He was advised that a full version was available from the Yachting Australia website.</p> <p>The CEO outlined how the Annual Operations Plan and Budget were developed based on the agreed Strategic Plan, highlighting the importance of agreement with this key document. The CEO noted that the continuous review of the Strategic Plan foreshadowed by the Working Party had not taken place. It was agreed that this was a failure on the part of the whole organisation.</p> <p>Lyndsay Brown noted the holding of the AGM by teleconference had removed a key opportunity for strategic issues to be discussed. It was also noted that the agenda of the Federal Assembly had continued to be dominated by discussion on membership. It was suggested that the October meeting should be a workshop where all MYAs and the Yachting Australia Board could focus on strategic direction and planning.</p> <p>The meeting agreed that there was also value in clear links between the Strategic Plan of Yachting Australia and those of the MYAs. It was acknowledged that there would not be 100% alignment but rather that some core elements should be common. Alan Tough has requested a Strategic Plan template that could potentially be used to establish a strategic plan for the MYAs.</p>	<p>Attached</p> <p>Attached</p> <p>See Item 9</p>
5.	2007/2008 Priorities		
	<p>MYAs were asked to bring to the meeting a list of their priorities from the Strategic Plan for the 2007/2008 year</p>	<p>The paper outlining the 2006/2007 achievements to date in each of the Key Results Areas had been circulated. A copy is lodged with these minutes. During the presentation the CEO noted a number of points including:</p> <ol style="list-style-type: none"> 1. OAMPS have been secured as a major sponsor of the Youth Development Program. Each MYA would be contacted with further information about their involvement with, and support as a result of, this sponsorship. 	<p>Attached</p>

		<p>2. The Club Coaches Course had been released. A CD containing all the support material was made available for each MYA representative.</p> <p>3. Four Training Texts had been published and released for sale via Boat Books. The fifth book was due for release shortly.</p> <p>The Chief Executive Officer also gave presentation on the 2007/08 Identified Strategic Priorities & Actions and the Business as Usual Actions in each of the Key Results Areas. Written comments were invited from MYAs prior the planned meeting of the MYA Executive Officers on 21/22 June. This would allow any adjustments to the 2007/08 Annual Operations Plan and Budget.</p>	<p>Tabled</p> <p>Attached</p>
6.	2007/2008 Budget		
	To receive a presentation on the draft 2007/2008 Budget	<p>The Chief Executive Officer gave a presentation on the 2007/08 Draft Budget summary.</p> <p>The President explained to the meeting that a decision had been made to move the Yachting Australia Office and confirmed that an extensive search process had been undertaken and appropriate advice taken.</p> <p>The CEO highlighted that it was a role of the Federal Assembly to approve the budget. He advised that final budget would be circulated to all MYAs by email for approval after any adjustments as a result of the forthcoming MYA Executive Officer's meeting and the subsequent approval and recommendation of the Board.</p> <p>When the membership fee issue was discussed, Yachting Queensland requested that a formula be established to determine how the membership fees will be created in the new banding system. Rupert Leslie agreed to assist Yachting Queensland by giving them the National Banding spreadsheet. It was a matter for YQ to determine how the Yachting Australia fee should be collected.</p>	CEO
7.	Training		
	To receive a presentation on the future Business Plan for Training	<p>The Chief Executive Officer gave a presentation on the Strategic Business Issues for Training and highlighted the desired future goals and objectives. The Board considered that a key step was to employment of a Training Manager. It was noted that Yachting Australia would begin process for this appointment as soon as possible.</p> <p>The President tabled the National Training Scheme Business Case Considerations document and asked for MYA support to review the document.</p>	<p>Attached</p> <p>Tabled</p>
8.	MYA Services Agreement		
	To consider the feedback received to date on the proposed MYA Services Agreement briefing document dated 23 February 2007	<p>After a brief discussion on the MYA Services Agreement, Alan Tough expressed the view that there was some confusion over the purpose of the document that had been circulated. The CEO explained that it had been intended as a briefing document, not the final agreement. There was a general view that the agreement should be more specific. The CEO agreed that Yachting Australia would review the document and recirculate it for further comment.</p>	CEO

9.		Other Business		
		<p>MYA President's Meeting 26 May – Alan Tough (AT) spoke on behalf of the MYA Presidents and explained to the Federal Assembly the purpose of their meeting on the previous afternoon.</p> <p>AT reiterated that the Presidents agreed that the work done in the high performance area, and particularly the development of the Australian Sailing Team had been outstanding. However, there was a concern over the focus of Yachting Australia on this element of its business at the expense of other areas. The Presidents wished to see this addressed and had considered various recommendations for the consideration of the Board.</p> <p>The Presidents also felt that there might be value in an independent secretariat supporting the Federal Assembly. This individual could act as a point of contact and the link between the MYA Presidents.</p> <p>Noting this, AT explained that as a result of the information provided during the meeting, particularly in relation to the planning processes and financial position, the Presidents had discussed matters again and agreed that their original recommendations were not in the best interests of the organisation. After brief discussion the following motion was made:</p> <p>MOTION: That the Federal Assembly strongly recommends to the Board of Yachting Australia that:</p> <ol style="list-style-type: none"> 1. it convenes a Special General Meeting of the Federal Assembly for two days for the purposes of revisiting and if appropriate amending the MYA/YA Strategic Plan going forward, preferably in July 2007 and 2. consideration be given to how the MYA Presidents might be supported through the provision of a secretariat to coordinate exchange of information. <p>ISAF Centenary Celebrations – David Kellett spoke to the meeting about the ISAF "Sail the World" Centenary Celebrations and encouraged everyone to recognise and promote the weekend of sailing on 1 & 2 September 2007. The event website is www.sailing.org/sailtheworld</p>	<p>Board</p> <p>Board</p>	
10.		Future Meetings		
	(a)	To discuss the timing of the next meeting of the Federal Assembly.	The date of the next Federal Assembly meeting will be advised following the meeting of the Board on 29 June where the resolution at item 10 will be considered.	CEO
	(b)	To note the Annual General Meeting to be held on 19 October 2007.	The Annual General Meeting to be held on 19 October 2007 was noted.	