

	MEETING	Yachting Australia Federal Assembly	
	DATE	Saturday 30/Sunday 31 October 2004	
	TIME	Saturday 1330 - 1700: Sunday 1000 - 1630	
	VENUE	Royal Sydney Yacht Squadron - Kirribilli Room	
	AGENDA	MINUTE	ACTIONS
A	ATTENDANCE AND APOLOGIES		
	<p>Graeme Ainley Chairman John Flower YAI Director Wally Rantanen YAI Director</p> <p>Phil Jones CEO Cheryl Recording Zilverschoon Secretary</p> <p>Malcolm Levy YNSW Delegate Andrew Hamilton YNSW Observer Nick Hutton YT Delegate Bob Silberberg YT Observer John Burgess YV Delegate Ross Kilborn YV Observer Rupert Leslie YWA Delegate Tony Claydon YWA Observer Alan Tough YWA Observer Allen Walters YSA Delegate John Woollatt YSA Observer Bob Heywood YSA Observer Gary Martin YNT Delegate Don McMichael YACT Delegate Chris White YQ Delegate Mike Burke YQ Observer</p> <p>Apologies: David Tillett ISAF Delegate John Allanson YAI Director David Kellett YAI Director Andrew Plympton YAI Director</p>	<p>NOTES:</p> <ol style="list-style-type: none"> The Meeting will be followed by a reception to which all athletes, coaches and support staff that were members of the Sailing Section of the Australian Team at the 2004 Olympic and Paralympic Games have been invited. All delegates are welcome to attend. A dinner will be held at the Royal Sydney Yacht Squadron in the evening for the Board and MYA delegates. Sunday 31 October will be dedicated to the development of the Strategic Plan. An external facilitator will be involved in coordinating the sessions. 	
B.	MINUTES OF THE LAST MEETING		
(a)	To receive the minutes of the meeting held by teleconference on 12 March 2004 – previously circulated	Minutes of the Teleconference on 12 March 2004 received and accepted as a true record of the meeting. Proposed: Don McMichael Seconded: Nick Hutton.	

	(b)	To receive the minutes of the meeting held on 22/23 May 2004 – previously circulated	The Federal Assembly approved the Minutes of the 22/23 May as a true record of the meeting. Proposed: Don McMichael Seconded: Gary Martin.	
C. MATTERS ARISING				
		To consider any matters arising not otherwise dealt with in the agenda – actions and resolutions summary attached	<p>Item 9(b) - Anti-Doping Policy - The President of YWA advised that YWA remained unwilling to agree to the terms of the Branding Agreement. YWA were therefore using the new branding but without a signed agreement.</p> <p>Item 2.2 - Athletes Commission - The President of YWA commented that the FA had not provided its agreement to the formation of an Athletes' Commission. RL stated that the minutes were not an accurate record.</p>	
KRA	1.	PARTICIPATION AND SPORT DEVELOPMENT		
	1.1	Training		
		To agree the collective position of the MYAs in relation to the report from Gamma Corporation – previously circulated to all MYAs	<p>The President provided background on the developments regarding training since the last meeting of the Federal Assembly. Alan Tough (Gamma Corporation), acting as an independent consultant, took on a brief from the Board and carried out a review of training in consultation with each MYA. This Gamma Corporation Report (GCR) was to be presented to the Federal Assembly.</p> <p>The President gave a short presentation to the FA on feedback he had received from MYAs regarding the GCR. (Copy available on request due to file size). The President noted the need for YAI to diversify income streams. In his view YAI could not continue to live off its subscription base only. The reliance on the support of the Federal Government for the High Performance Program was of concern in the longer term. YAI should develop its business and seek to generate alternate income.</p> <p>The President noted that the Board had instructed the CEO to seek a short-term contractor to manage the National Training Schemes in the short term. Some difficulty had been experienced in identifying a suitable candidate with the relevant skill set.</p> <p>Alan Tough presented the GCR. A copy of the GCR and supporting papers was supplied to those present on CD.</p> <p>The President thanked AT for his presentation, confirming that the YAI Board sought a resolution and direction from the FA meeting today.</p> <p>AT noted that the MYAs had done a lot of work in their own jurisdictions and now had a better understanding of their own individual positions. The national decision had to be general enough to allow the “delivers” to take the product to the market, tailored as necessary. None of the work done is wrong. However, any decision had to encompass the MYAs various objectives.</p>	

			<p>RL indicated that YWA was prepared to commitment \$80k to the new entity as outlined in the GCR. YWA were not prepared to make a financial commitment if any other approach was taken.</p> <p>RK confirmed YV was 100% committed to the redevelopment of the National Training Schemes. RK advised that in recent discussions Surf Life Saving Victoria had advised that they generated significant revenue from training. It was clear that YAI had to drive hard to achieve a similar position. The product had to be reviewed and properly packaged to make it "saleable" and profitable for both YAI and the MYAs. Whether an employee of YAI or new company with MYA shareholdings structure did the work was not the issue. Getting the work done and bringing the product to market was. YAI needed move quickly to produce professional products of a high standard.</p> <p>The FA discussed the appropriateness of a subscription based organisation being involved in the business of training. Some were of the view that this type of operation was in conflict with YAI's other activities and that a separate business structure was essential. Others noted that the RYA had successfully and profitably managed their training operations for many years.</p> <p>CW provided his view of the background to the RYA and IYT schemes. Wealthy backers provide commercial support to IYT. Several years ago RYA was in a similar situation to YAI. Then IYT challenged their monopoly position. At that time RYA had recently restructured and decided to "roll out" their already successful training schemes to prevent RYA would losing market share to IYT. In CW's view the RYA had set up the new training entity as a business unit, separate to their subscription based business.</p> <p>MB asked if the CEO supported a more commercial structure. The CEO confirmed that he supported developing YAI schemes commercially. The CEO commented that IYT was set up commercially whereas RYA was a subscription based organised. Both nevertheless appeared to successfully market their programs worldwide.</p> <p>The CEO urged that in the event of a separate company being formed, appropriate planning was undertaken, particularly to establish the capital base needed. The CEO also noted the additional overheads associated with a separate entity that would need to be met by the shareholders.</p> <p>DM advised that the MYAs around the table recognised and agreed on about 90% of the issues. YACT was concerned that there was not enough information available about current market needs. They did not wish to rush into a decision on a commercial structure. DM was concerned about setting up another entity without a clear understanding of how it would be any more successful than YATL.</p> <p>YACT saw YAI's position as having value in training, control of the market and demand for the product. YAI needed to find a way to market their products successfully. YACT would support whatever steps required to move ahead with training. However the necessary consultation and analysis must be carried out to establish the market demand.</p>	
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			<p>RESOLVED THAT:</p> <p>Alan Tough and the CEO develop the Options Paper as outlined by Chris White. The Paper be circulated within 2 weeks and MYA feedback be sought.</p> <p>Proposed: Chris White Seconded: Don McMichael</p> <p>Note: Alan Tough circulated a paper independently to MYAs following the meeting. As a result, no further action has been taken regarding this resolution.</p>	

1.2	OnBoard Program To receive a report on the OnBoard Program following developments since the last meeting – to follow	ITEM REQUESTED BY YSA <p>The President introduced Chris Mamo, YAI OnBoard Coordinator. Chris gave a presentation on the current OnBoard situation along with future marketing possibilities.</p> <p>WR asked for clarification of the situation with regarding to the funding of the OnBoard Program from the ASC. CM advised that OnBoard had not met the agreed targets and funding was still suspended. In response to a question from JF, CM confirmed that it was very unlikely that year-end targets for the number of participants would be reached. Club targets were likely to be met.</p> <p>YAI had been given the opportunity to present an amended more limited plan. This plan was now under development. The ASC recognised the work done in developing an on-line infrastructure that would continue beyond the life of the Program.</p> <p>The CEO noted that the budget saw those MYAs currently funded (YSA, YT and YV) continue to be supported to the end of the financial year 04/05. JW confirmed the significant benefits being derived from the Program by the Clubs involved. CW noted that the Program appeared to invigorate people in clubs to become more involved.</p> <p>In response to a question from RL regarding on-going support for OnBoard, the CEO advised that the Board would discuss this by once the position of the ASC was clarified. The Board would consider a strategy at this time.</p> <p>The President expressed thanks CM for taking on a difficult job and getting it to where it was at the moment. The MYAs agreed there has been a lot of benefit to all the States involved in the OnBoard program.</p>	
2. HIGH PERFORMANCE			
2.1	High Performance Plan To receive a presentation on plans for the High Performance Program 2005-09	ITEM REQUESTED BY YSA <p>Sue Thompson, Manager, Sport Development and Performance gave a verbal presentation to the meeting on developments in the High Performance Program since the last meeting.</p> <p>WR sought clarification over the arrangements for the HPP in Tasmania. ST noted that HPP was targeted at athletes above youth age involved in international competition. The core objective was not to provide coaching to the youth age athletes. This was why part of the criteria agreed by the Board was that there should be appropriate underpinning programs in place before consideration was given to supporting a HPP in a State/Territory. It appeared that TAS met this criteria.</p> <p>It was noted that without a Coach being available to in TAS, the State Government would not provide funding assistance. The CEO and ST would discuss this matter further. NH noted that YT were happy to share a Coach if one is made available from another state.</p> <p>The President thanked ST for her presentation and thanked her and YAI staff, including Simone Green and Katie Culbert for their reporting of the Olympic Sailing Regatta. This had required very early starts every morning in order to report the results. ST was asked to take thanks from the FA back to YAI staff.</p>	

			The CEO advised there were folders available for members of the FA to review all the Media reporting along with a CD containing all media coverage.	
	2.2	Athletes Commission		
		To note the decision to establish an Athletes Commission with a representative invited to join the Board as an Independent Board Member in accordance with clause 9.1(b) of the YAI Constitution – Board Minute 26 September, item 2.2	<p>The President advised that Tom King, Sydney 2000 Olympic Gold Medallist, had been elected to the AOC Athletes Commission and has been elected chairman of that Commission. The Chairman of the AOC Athletes Commission sat on the AOC Executive Board. This was a significant development for Yachting in Australia.</p> <p>The Board had agreed in December that there would be benefit to the organisation in having an Athletes Commission operating under guidelines established by the YAI Board. The President advised that the Board had further discussed the Athletes Commission at their meeting on the morning of 30 October and made a decision to appoint a member of the Athletes Commission to the Board once the Commission was established. At present, the Board was not seeking a change to the YAI Constitution.</p> <p>The President noted that any person appointed to the Board must operate under the same guidelines as all YAI Directors and had the same responsibilities to act in the best interests of the organisation nationally.</p> <p>RL noted that the YAI Constitution provided for up to 3 Nominated Board Members and detailed the method of how they are appointed. RL did not consider that the Board had the prerogative of filling one of these positions by appointing a person from the YAI Athlete's Commission.</p> <p>RL questioned last two sets of minutes. In neither is there a clear explanation from the AOC as to why the sport needed to have an Athletes Commission. RL asked if YAI could get clarification as to this requirement. (See papers from AOC attached). The President again noted that the Board had agreed that an Athletes Commission would be of benefit in providing input from active athletes into the decision making process of YAI.</p> <p>The CEO clarified that in order for an athlete from a sport to be nominated to the AOCs Athletes Commission, that sport must have in place an Athletes Commission or similar body, compliant with AOC by-law. The CEO's understanding was that an athlete from that Commission should be a voting member of the Board of their NSO.</p> <p>ST expanded on the benefit that Yachting would receive from being part of the AOCs Commission. CW said there is a great value regarding contact with other sporting bodies. The options were to either amend the Constitution or agree amongst the Federal Assembly.</p>	
			<p>RESOLVED THAT:</p> <p>The Federal Assembly support the establishment of a YAI Athletes Commission. An amendment to the YAI Constitution should be considered to provide for a standing place for a member representing the YAI Athletes Commission.</p> <p>Proposed: Chris White Seconded: Nick Hutton (Abstention: Rupert Leslie).</p>	

2.3	National Youth Committee	ITEM REQUESTED BY YSA	
	Following the decision at the last meeting, to receive the draft Terms of Reference for the National Youth Committee – Board Paper, Report and draft ToRs attached – Board Minute 8 August, item 2.3	DEFERRED	
3. COMPETITION DEVELOPMENT			
3.1	National Safety Committee	ITEM REQUESTED BY YSA	
	The draft Terms of Reference were considered by the Board at the meeting on 8 August – previously circulated and attached	DEFERRED	
3.2	Trailable Yacht Committee	ITEM REQUESTED BY YSA	
	Item previously discussed by FA and Board	DEFERRED	
4. MEMBERSHIP SERVICES			
4.1	Membership Data	ITEM REQUESTED BY YSA	
	To receive a report from each MYA following the commitment made at the meetings in July and October 2003 and May 2004 to the process developed by YAWA to gather information relevant to a review of the National Membership Scheme	DEFERRED	
5. CORPORATE GOVERNANCE AND REPRESENTATION			
5.1	Strategic Planning	ITEM REQUESTED BY YSA	
	To progress the development of the Strategic Plan – Sunday 31 October – papers to follow	NOTE: A workshop was held on Sunday 31 October. The Workshop considered the report of the Working Group. The workshop considered key issues for inclusion in the Strategic Plan. A copy of the notes from the workshop was circulated to all MYAs on Wednesday 3 November as requested by RL. The input from the FA will be incorporated into the draft Strategic Plan.	

	5.2	Adoption of Member Protection Policy	ITEM REQUESTED BY YSA	
		Paper and draft Member Protection Policy attached	DEFFERED	
	5.3	Risk Management Guidelines	ITEM REQUESTED BY YSA	
			DEFFERED	
	5.4	Airfare Pooling		
		To note the recommendation from the MYA Executive Officers' that the airfare pooling system should be extended to meetings of the Federal Assembly	DEFFERED	
6. MARKETING AND COMMUNICATION				
7. INFORMATION TECHNOLOGY				
	7.1	Information Technology		
	(a)	To receive a presentation on the development of the IT platform	DEFFERED	
	(b)	To receive an update on MyWebsite and the rationale for the pricing structure, noting the service is currently available to Yacht Clubs in NSW, Victoria, Tasmania, Queensland and South Australia	DEFFERED	
8. GENERAL ADMINISTRATION				
	8.1	Executive Officer's Meeting		
		To note any relevant matters discussed at the Executive Officer's Meeting held on Friday 29 October	DEFFERED	
CLOSE OF MEETING				
			Saturday - The meeting concluded at 17.15 Sunday - The meeting concluded at 16.10	

Federal Assembly Minutes

30/31-10-04