

Minutes

Date: Thursday 28 April, 2022
Time: 6.30pm
Location: Teams

Board of Directors and Staff Attendees

Chairperson Director Darren Gossling	Directors	MNSW
Deputy Chairperson Director Annaliese Cawood	Madeleine Bowditch Chelsea Cheney Kate Peck	Daniel Rushworth CEO
Note:	Director Cooke voluntarily stood aside on 9 March 2022 and remains stood aside as at the date of the Board meeting.	

- No** **Item**
- 1. Meeting Opening (5mins)**
- 1.1. Meeting Open by the Chair at 6:33pm.
- 1.2. Apologies
There were no apologies noted.
- 1.3. Director conflict of interest declarations

Darren Gossling (Chairperson) - Member of Oyster Bay MCC	Annaliese Cawood (Deputy Chairperson) - Member of Bankstown Wiley Park MCC - Stay Upright	Kate Peck (Director) - Member of Bankstown Wiley Park MCC - MA Media Consultant
Madeleine Bowditch (Director) - Member of Bankstown Wiley Park MCC	Chelsea Cheney (Director) - Member of Cooma MCC - East Coast (Race Pace)	
Daniel Rushworth (CEO) - Nil		

- 1.4. Previous minutes confirmation
The minutes for the June meeting were confirmed by the Board.
Moved – Deputy Chairperson Cawood Seconded – Director Peck

- 1.5. Confirmation
 There were no Director Confirmations noted.

- 1.6. Matters arising/action list **(20mins)**

No.	Matter	Owner	Status
1.6.1	<i>Action Item 1: Chairperson to coordinate a photographer for staff and board profile shots.</i> It was advised that this will be coordinated with the main board meeting following the AGM.	Chair	Not started
1.6.2	<i>Action Item 2: CEO & Finance Risk, Audit and Property to develop organisational Risk Matrix</i> It was noted that the Risk Management Matrix needed to be built.	CEO FRAP	Not started
1.6.3	<i>Action Item 3: CEO & GPL to develop delegates financial report for General Council</i> Work is currently being undertaken and this will be ready for the next board meeting.	CEO	In Progress
1.6.4	<i>Action Item 4: CEO to investigate alternatives to GPL.</i> Mr Rushworth advised that work on this has not yet begun. The Board passed a resolution that the company secretary has sole responsibility of the minutes.	CEO	Not started
1.6.5	<i>Action Item 5: CEO & Finance Risk, Audit and Property to develop Audit tender process for 2023.</i> The Board confirmed that this item will be discussed and organized in due course.	CEO FRAP	Not started
1.6.6	<i>Action Item 6: CEO to coordinate AGM and Annual Report</i> Work is currently being undertaken in regard to the AGM and Annual Report.	CEO	In Progress
1.6.7	<i>Action Item 7: Chairperson & CEO to coordinate meetings with MA re Centralized Licensing</i> This will be covered in the meeting.	CEO Chair	In Progress

2. Matters Arising for Decision (35mins)

- 2.1. Cultural Change Program
Circular motion confirmed on April 16 that this would be put on hold for 6 months.
 Areas to focus on in the coming months
- Change the disclaimer read at every rider briefing to include statements around fun and respectful competition.
 - Review the officials and coaching education programs to include a section on culture, it may not be called culture.
 - Annual code of conduct (conduct guidelines) education and sign off by all key officials as a requirement to stay accredited.

It was decided that this would become a part of the Operations Plan and include changes to the writers briefing, the reaccreditation process and the education programs. Although the Code of Conduct has been circulated by Motorcycling Australia, work still needs to be done on this and then signed off on by all Motorcycling clubs, committees and officials.

2.2. MNSW Life Membership Policy

Attempted Circular motion on April 13 for Board review prior to being provided to existing Life Members review and provide comment on new policy

A discussion took place surrounding this policy. The risks associated with life members voting and clarifying the roles of life members were discussed, as well as recognition of life members. It was decided that communications with the life members could begin at the AGM with their feedback on the policy requested.

2.3. MNSW Working With Children & Guidance Policy

This policy was endorsed by the Chair and the Directors.

2.4. MNSW Delegations Policy

A brief discussed took place and it was determined that the limit be set to 50,000 with the changes to be made by Mr Rushworth. The policy was endorsed by the Chair and the Directors.

At approximately 7:20pm Deputy Chairperson Cawood left the meeting temporarily.

2.5. MotoStars Program

A discussion took place surrounding the program and it was agreed that a similar initiative be investigated to what has been completed with Oceania Junior Classic.

At approximately 7:32pm Deputy Chairperson Cawood rejoined the meeting.

At approximately 7:40pm Director Peck left the meeting.

2.6. Board Platform Technology

A brief discussion took place surrounding this and it was agreed that it will be beneficial to have a platform in place by possibly the end of 2022. A demo of Govern Right was requested in the second half of 2022.

3. Matters for Discussion

(35mins)

3.1. CEO Report

30 Day Plan Status

CEO provided a brief update.

3.2. Staff Recruitment

- **Sport Development Manager**

CEO advised that this role went to market on the April 13 and that this position has received 23 applicants and shortlisted to 3. Interviews are scheduled to be completed on May 6.

- **Sport and Event Officer**

CEO advised that this role went to market on the April 13 and that this position has received 13 applicants and shortlisted to 4. Interviews are scheduled to be completed on May 6.

- **Sport Development Officer**

CEO advised that this role went to market on April 20 and that he is yet to receive a summary of applicants with this role as yet.

- **Communications Coordinator**

CEO advised that this role went to market on April 20 and that he is yet to receive a summary of applicants with this role as yet.

- **EA to the CEO**

CEO advised that recruitment has yet to be commenced with this role.

3.3. One Motorcycling Initiative

The CEO provided an update on One Motorcycling.

3.4. MA Engagement

The CEO advised he was fortunate to spend time at Wakefield Park recently.

3.5. MA Come and Try Initiative

The CEO provided a brief explanation and advised the Board that a report will be provided on this initiative.

3.6. Strategic Plan

The CEO provided a brief update on the strategic plan.

3.7. Mini Bike Heroes

The CEO advised that a pilot program is in place and there is an over subscription. Work needs to be done to manage this project. It has potential to be successful, but infrastructure

needs to be put in place to help support the program. It was advised that work will be done in this space.

3.8. **Ridernet New System**

It was advised that the timeline on this system is shifting to August 2022.

4. Finance Report

4.1. The finance reports were received and noted by the Board.

5. Meeting Close

5.1. Meeting closed at 8:42pm.