



SEPTEMBER BOARD MEETING MINUTES

Rowing Australia Board Room
Tuesday 16th September 2025 @ 6pm

Attendees

Board: Tobias Wehr Candler (Chair), Hugo Ellwood (Director of Finance), Catherine Garrington, Virginia Hayward, Peter Wright

Staff: Sarah Davoren (Executive Officer)

Apologies: Kent Peters, Jaime Fernandez, Alice Arch, Kathryn Ross

Meeting opened 6:04pm

The meeting was open with an acknowledgement of country.

1. Register of Interests

No new interests registered, though it was noted by Catherine Garrington that her employer details had not be updated since she stepped back from disability support

ACTION: Conflict of Interests Register to be circulated for board members to update.

2. Acceptance of Minutes

a. Minutes from the August Meeting

No errors identified. Minutes accepted with all in favour as a true and accurate record.

b. Outstanding Actions

The following action items were noted:

- Performance Pathways Sub-Committee Terms of Reference can be marked as closed.

Ongoing Action Items:

- Governance Enhancement Working Group – Tobias Wehr-Candler will discuss with Alice Arch on the next steps for the working group
- Peter Wright noted that whilst there had been limited opportunity to develop sponsorship planning, the Head of the Lake regatta had been identified as a marketable and flagged as a priority, Hugo Ellwood commented that the purchase of new catamarans is also a suitable marketing opportunity.
- Noted that the Special Purpose Working Group has set a date for the first meeting for the 25th September to help develop community lead strategies.

3. Director of Finance Report (Hugo Ellwood)

Taken as noted. Hugo Ellwood noted a small loss for August, against profit for July, with a current small loss for the year to date. There was an increase in revenue from FY25, inclusive of donations through the Australian Sports Foundation. Tobias Wehr-Candler queried on the process for acquittals for the ASF, with Sarah Davoren and Hugo Ellwood to review acquittals for the ASF.

It was noted that the budgets for FY26 are being finalised, with the financial reports to include progress against budgets, whilst the first payment for the new umpire catamarans had been made. Hugo Ellwood also noted that the FY25 Financial Reports remain with the auditor for approval.

Minutes approved October 21st 2025

Moved Tobias Wehr-Candler, all in favour.

4. Operations Report (Sarah Davoren)

Taken as noted. The EO commented on the final Winter Time Trial, Indoor Rowing Championships and preparations for the upcoming regatta season.

Tobias Wehr-Candler asked on the number of athletes within the ACT Indoor Championships from outside the registered membership, with the EO commenting that 10-15 athletes were from outside of the registered members, inclusive of athletes registered in the upcoming Australian Masters Games.

The EO noted key updates from the Lake User Group Meeting, particularly the notification that works on Commonwealth Avenue Bridge will include periods where spans of Commonwealth Avenue Bridge are closed from water level, with the EO to work with the NCA on ensuring suitable traffics flows are updated and communicated.

The EO noted that Triathlon ACT have offered to renew the Memorandum of Understanding to use the hard space in the Deakin compound to store umpire boats with an increase to the annual payment. The EO has enquired whether providing access to the umpire boats for use as safety boats during TACT events would reduce the cost with no response.

Catherine Garrington commented that whilst a price reduction might be useful, it was also worth considering whether the risk to the umpire boats and potential damage sustained when being loaned was worth the reduction.

The board thanked the Executive Officer for the work that is being done on the upcoming regatta season and the work done on a successful winter time trial series.

5. Safety Sub-Committee Report (Catherine Garrington)

Taken as read. One Incident reported:

16/08 - Boat Race Official caught their foot as stepping out of a tinny onto a pontoon after Winter Time Trial 4. No injuries incurred.

ACTION: A Safety Officers Meeting with local clubs separate to the Special Purpose Working Group to be schedule prior to the regatta season start.

6. Finance, Audit and Risk Committee

a. Board Documents review

The minutes from the first meeting, along with the priority action items were noted by the board. The FARC presented revised Board documents for endorsement, including the Board Charter, Code of Conduct and planning tool to ensure they meet Sports Governance Standards, with the documents to be reviewed annually.

DECISION: The board endorsed the documents as presented.

ACTION: Sarah Davoren to finalise documents, including date of endorsement and publish to the RACT website.

7. Regatta Sub-Committee

a. Order of Events – CGS/CGGS Regatta Head of the Lake and ACT Junior Championships

Recommendations were presented to the board for the CGS / CGGS regatta, Head of the Lake Regatta and Junior Championships regatta, as well as the rules for the Head of the Lake Regatta were presented to the

board for endorsement following a meeting with the schools and email discussion with the regatta sub-committee.

DECISION: The board endorses the Orders of Events and rules as presented with all in favour.

8. Items for Decision

a. Performance Pathways Sub-Committee Make-Up

Following the decision to form a Performance Pathways Sub-Committee at the July Board meeting, the make-up of this committee was presented to the board for endorsement.

DECISION: The board endorsed the make-up of the Performance Pathways Sub-Committee as presented.

Topics for the first meeting were presented to the board for feedback, with Peter Wright querying whether the Masters Interstate Selection would be included in selection discussions. It was felt that all selection policies, including Masters Interstate Teams would be reviewed and managed by the Performance Pathways Sub-Committee to ensure consistency, however relevant parties and individuals would be consulted as needed.

b. Capital Expenditure Proposal – Performance Pathways Program (Tom Westgarth)

The board was presented with a proposal for the purchase of a 2022 Skyes Men's Pair/Double for the Performance Pathways Program, with the purchase inclusive of a loaned Women's Pair/Double from Sykes.

It was noted that this purchase is the first step in a long-term asset management plan for the Performance Pathways Program, with the PPSC to assist in developing an Asset Plan aligned to the board's strategies and priorities.

Hugo Ellwood commented that this purchase and the gym program agreement with the Red Shed for training agreement athletes would reduce the surplus from the Performance Pathways Program for FY25, ensuring we are spending the funding on the program as noted in the agreement with Rowing Australia and ACTAS

DECISION: The board is comfortable with the purchase of the Skyes Men's Pair/Double as presented, with all in favour.

c. CBR Sports Awards Nominees

The board considered nominations for the Rowing Australia Rower of the Year and the CBR Sports Awards as presented by the Nominations Committee and the Executive Officer.

DECISION: The board endorsed the nominations presented

Sarah Davoren asked if nominees are named as finalists in their respective categories, whether the board would be comfortable in purchasing tickets for the finalists should tickets not be provided to them.

DECISION: The board agreed that should tickets not be provided to finalists, Rowing ACT would support with the purchase of tickets

DECISION: The board noted that the Rower of the Year awards would be held in Canberra later this year, and that it would be appropriate for Rowing ACT to purchase a table at the dinner

9. Items for Discussion

a. Schools Pennant Point Score Competition

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A proposal was presented to the board to initiate a Schools Only Pennant Point Score Competition for the upcoming season. It was noted that there is currently not a description of the relevant point score competitions within the by-laws and as such this is something that could be included.

DECISION: The board endorsed a Schools Point Score Competition to be held for the 2025/26 Regatta season as outlined, with the point score system to follow the current structure as outlined in the by-laws to ensure consistency.

It suggested a review of the current point score structure under the by-laws might be appropriate post the 2025/26 season as there are some contradictions within the by-laws on the allocation of points.

Tobias Wehr-Candler asked the Executive Officer to review the workload for the regatta season, inclusive of things like a point score competition and as to whether additional support for the regatta season is required.

b. Facilities

Following the renewal of the agreement with Triathlon ACT for usage of the compound space in Deakin, the board discussed the facilities utilised by Rowing ACT. Following discussions with Black Mountain Rowing Club previously to utilise part of their old shed for RACT equipment, BMRC have noted that they have seen an increase in members and would be able to make use of the space if RACT does not require it.

DECISION: The board agreed that the Black Mountain Rowing Club Shed space should be utilised by BMRC, with all community facilities to be prioritised for community usage and to develop opportunities for rowers over storing Rowing ACT equipment.

It was noted that the ACTAS Shed is currently maintained by ACTAS with discussions previously having centred around transitioning the facility to management under the ACT Property Group with a community lease. The board felt that this should be a priority moving forward.

It was also noted that under a community lease, Rowing ACT could further utilise the Yarralumla Bay shed as a storage location for BRO and other RACT equipment.

10. Items for Noting

a. Annual Report

The board noted the annual report has progressed with the first draft sent to the graphic designer. The board thanked the EO for her work on compiling the annual report and in particular the history of rowing in the ACT.

The EO commented that the Annual General Meeting was also approaching and asked the board to confirm the timelines for a call for nominations and notice of meeting needed to be made by.

ACTION: Finance, Audit and Risk Committee to review the skillsets of board members whose terms are expiring to ensure the board retains a broad skillset.

b. 30 Years of ACT Representation at the Interstate Regatta – 2026

The EO presented a proposal to the board to celebrate the 30 years of ACT crews competing at the combined Interstate Regatta as a separate state. The board agreed this was a good initiative, with Peter Wright querying whether crews from the early 1970's would be included. The EO commented that the focus was predominantly on the crews posts 1996 but some members of those crews would be included.

11. Other Business

Catherine Garrington noted that as an addition to the facilities discussion earlier in the meeting, herself, the Executive Officer and Peter Wright had been finalising a proposal to apply for a Community Sporting Facilities –

Planning Grant for a feasibility study for a finish tower on the regatta course. The board was supportive of this proposal and commented on how this could fit into the long-term strategy.

ACTION: Catherine Garrington, Peter Wright and Sarah Davoren to progress a grant application for a feasibility study on a finish tower on the regatta course

Virginia Hayward noted that the Strategic Plan will be due for renewal in 2026/27 and that the renewed plan should potentially include a section on Infrastructure and facilities. Tobias Wehr-Candler noted that to help build these opportunities, facilities and infrastructure should potentially be added to the oversight of the FARC.

12. In camera session

Not required.

Meeting closed 8:01pm