



NOVEMBER BOARD MEETING MINUTES

Rowing Australia Board Room
Tuesday 18th November at 6pm

Attendees

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

Staff: Sarah Davoren (Executive Officer)

Apologies: Kathryn Ross, Alice Arch

Meeting opened 6:08pm

Tobias Wehr-Candler opened the meeting with an acknowledgement of country, and noted that this meeting would be the last meeting for 2025. He also congratulated Kent Peters and Peter Wright on their re-election to the RACT Board as President and Director respectively following the Annual General Meeting on the 28th October.

1. Register of Interests

Jaime Fernandez noted that he would be starting a new role on the 5th January as Director of Co-Curricular at Canberra Grammar School

2. Acceptance of Minutes

a. Minutes from the October Meeting

Minutes from the October meeting were noted as a true and accurate record. Moved Virginia Hayward, seconded Peter Wright with all in favour.

b. Outstanding Actions

The board noted the updates listed against the outstanding action items, with no comments or notes on the current items registered.

3. Director of Finance Report (Hugo Ellwood)

Hugo Ellwood noted a loss for the Month of October, though this was an improvement on the loss for September. Income for the Year to Date is down against the previous year, however this can be attributed to the University Championships Income which was accrued at this point last year. Expenditure is down against this time last year. It was noted that both the overall budget and the HP and Pathways programs were ahead of budget for the Year to Date. A profit is currently forecast for the Year to Date.

Hugo Ellwood noted that the Not for Profit Self Report Annual Return had been lodged with the Australian Tax Office as per requirements.

It was also noted that there have not been any purchases made with the Industry Partnership Program funding for this financial year. Sarah Davoren commented that she has been working with senior umpires on understanding the purchase requirements.

ACTION: Sarah Davoren to work with senior umpires on purchases for the Industry Partnership Program prior to the reporting date of December 31st.

Sarah Davoren noted that the acquittal requirements for the Australian Sports Foundation have changed and that she had been working with Hugo Ellwood on appropriate use of the funds, following on a query from Tobias Wehr-Candler at the September board meeting.

4. Operations Report (Sarah Davoren)

Taken as read. Sarah Davoren updated the board around the upcoming regatta on the weekend with seat numbers significantly increased from the corresponding regatta in 2024 and commented on the strong support from school programs for this upcoming regatta.

It was noted that Isobel Egan and the Industry Partnership Program had been named as finalists for the CBR Sports Awards, with the presentation this Thursday and that Stuart John and the Veterans Indoor Rowing Program had been named as finalists for the Rower of the Year Awards, with the board congratulating all finalists.

An update was provided on the commission of two new umpire boats, with Sarah Davoren noting she had been working with the designers to finalise the design. Kent Peters queried the marine certifications, with Sarah Davoren noting that this was part of the design process. The second payment for the boats was expected in the coming weeks, and the boats are likely to be ready for delivery in late January / Early-Mid February 2026.

Sarah Davoren commented that a Special General Meeting had been called by Rowing Australia to pass constitutional changes to bring their constitution inline with the Australian Sports Commission's Sports Governance Standards.

ACTION: Sarah Davoren to circulate the notice and memorandum from Rowing Australia to the board for noting.

Kent Peters noted that Riley Taylor had submitted his resignation and would be finishing up as Events and Participation Officer on Monday 24th November. It was noted that casual support had been sourced through to December 31st 2025 and a position description had been finalised for a replacement part-time role.

Virginia Hayward asked for clarification around one of the items for discussion in the State CEO's in-person meeting.

Catherine Garrington queried around the awarding of payment from the successful ACT-PPP crew at the Golden Oar Regatta and how this would be managed. Kent Peters noted that whilst he had not had further discussions with Tom Westgarth on this process, that the funds should go to the athletes, either in the form of support for regatta payments or directly to the athletes themselves. Catherine Garrington asked the board to consider developing a document on the allocation of prize money as this becomes a consideration in rowing events.

ACTION: Sarah Davoren to get clarification from Tom Westgarth on the prize money allocation.

5. Safety Sub-Committee Report (Catherine Garrington)

Catherine Garrington commented on the increase in incidents reported as traffic increased on the lake for the summer season and noted there had been three minor collisions reported.

Noted an increase in incident reports with three collisions. Catherine Garrington noted that reports were sometimes being submitted more than once and the Executive Officer was investigating as to whether this was

the form or user error. It was noted by the SSC that there was a trend of language with inflammatory or negative connotations, and this would continue to be monitored.

Incidents

24/10 – Collision reported by club single and school single in Land 3 of the race course on 18/10.

School sculler advised of correct lane usage by club coach.

24/10 – Near miss reported by club single and school coach.

29/10 – Collision reported by school head of rowing. School single traveling towards Commonwealth Ave bridge near Spinnaker Island collided with club quad. Incident reports received from both parties.

11/11 – Collision between two separate club singles mid-way between the submarine sign and Yarralumla Day. No injuries or damage reported.

13/11 – Club tinnie and club quad washed out by school coach in Lane 1 of the race course.

14/11 – School coaches approached by club single on the 1800m start line regarding reported wash.

It was noted that a meeting of club safety officers had been scheduled for the 9th December, however there had not been a second meeting of the Special Purpose Working Group scheduled.

ACTION: Sarah Davoren to reach out to the chair of the Special Purpose Working Group to schedule the next meeting.

6. Items for Decision

a. Appointed Positions

i. Appointed Director

Hugo Ellwood left the room at 7:01pm

The Board discussed the vacant appointed director position and voted to re-appointed Hugo Ellwood for a further term of three years with all in favour.

DECISION: Hugo Ellwood re-appointed as director and director of finance for a second term.

Hugo Ellwood returned at 7:05pm

Kent Peters acknowledged the re-appointment of Hugo Ellwood and thanked him for his efforts to increase the standards of the financial reports for the board.

ii. Positions and Roles for 2026

The board reviewed the remaining appointed positions for the upcoming year, with the appointments noted in Appendix A of the minutes.

ACTION: Sarah Davoren to develop role descriptions for Member Protection Information Officer and Masters Commission Representative and circulate to the community.

b. Masters Interstate Selection Process

The processes for Masters Selection were considered by the board for decision, with the board noting that the process was similar to 2025, only with designated events specified for nominated crews to compete at.

Tobias Wehr-Candler noted that, while requesting full-crew nominations can present challenges for rowers from smaller clubs, the more detailed and prescriptive selection policies used in recent years have not necessarily delivered better crews and have overall been challenging to administer.

In terms of the selection process, Tobias noted that prescribing only one event to be used for selection would be problematic if that event was not able to take place, and the process should allow for other events to be held should the need arise.

Virginia Hayward noted the early selection event date originally included would potentially minimise the number of nominations and recommended pushing the selection event to the Open Championships. The board agreed with this recommendation

DECISION: The Board approved the Masters Selection Process with one amendment

7. Items for Discussion

a. Board Calendar for 2026

The board discussed the calendar and timeframe for strategic and operational discussions for the 2026 meetings. The third Tuesday of each month will remain the date for board meetings, with Virginia Hayward to work with the Executive Officer to finalise a planner for board meetings.

ACTION: Virginia Hayward and Sarah Davoren to finalise board planner for 2026.

b. Reconciliation Action Plan

Sarah Davoren noted that as part of our Governance requirements for ACT Sport and Recreation, a Reconciliation Action Plan was something that needed to be developed with the board considering the first draft and recommended deliverables from Reconciliation Australia.

The board noted that there were some deliverables which may be out of reach for RACT to achieve and the focus should be on integrating reconciliation practises and discussion into the Rowing ACT community. Virginia Hayward commented that the actions listed by Reconciliation Australia were perhaps a step beyond what we can achieve and asked whether the board should consider different first steps. The board considered where RACT can take meaningful measures whilst working towards achieving the Reflect RAP inline with Sport and Recreation Requirements.

ACTION: Sarah Davoren to work with Reconciliation Australia on understanding what is a requirement as part of a Reflect RAP.

Jaime Fernandez spoke to the need to make sure any plan, or discussions are not tokenistic and recognise the history and tradition of First Nations communities. Jaime Fernandez also commented on having rowed with an Indigenous ACT athlete and suggested including the stories of individuals within the plan.

ACTION: Sarah Davoren to work with Jaime Fernandez on including stories of former ACT athletes within our plan, as well as reaching out to other sports to see what they have developed previously

The board noted that RACT currently doesn't have access to data around Indigenous members within our community and this should be one of the first actions we aim to take, particularly as RACT undergoes changes to our membership platform.

Catherine Garrington commented that whilst the Reconciliation Action Plan was the current priority, the board should also consider a Disability Action Plan in the future.

8. Items for Noting

NA

9. Other Business

- a. Catherine Garrington noted that the RACT umpires had been contacted to support with a Para Classification event. A boat and umpire would be provided to ensure the classification event meets the requirements for classification however reminder Rowing Australia of the need to consult with

RACT prior to making requests for support to ensure that we are able to manage requests appropriately.

- b. Tobias Wehr-Candler queried whether there were any items the board needed to address arising from the Annual General Meeting. The board noted the items raised and the decision to admit Red Shed Incorporated as a member club of Rowing ACT.
- c. Kent Peters thanked the board for their engagement and support over the year, as well as thanking Sarah Davoren for her work and dedication over the past year. Sarah Davoren also thanked the board for their support in her role and enabling her development as the Executive Officer, with particular thanks to Catherine Garrington in her role as Chief BRO and Kent Peters and Tobias Wehr-Candler for their support in her development.

Sarah Davoren departed 7:58pm

In camera session

Required

Minutes Approved January 20th 2026

Appendix A – Appointed Positions for 2026

Role	Current Holder	Appointments for 2026
Vice-President	Tobias Wehr-Candler	Virginia Hayward with a handover to occur in January 2026
Secretary	Peter Wright	Peter Wright
Public Officer	Kent Peters	Kent Peters
Rowing Australia Councillor	Alice Arch	Tobias Wehr-Candler to act as Interim Councillor with the board to consider a suitable replacement in January 2026
Chief BRO	Catherine Garrington	Catherine Garrington
Regatta Secretary	Sarah Davoren	Sarah Davoren
Member Protection Information Officer	Keturah Whitford	Expression of interest to be circulated to the community

Regatta Sub-Committee	Finance, Audit and Risk Committee	Safety Sub-Committee	Performance Pathways Sub-Committee	Nominations Committee
Chair: Hugo Ellwood (Appinted)	Chair: Virginia Hayward	Chair: Catherine Garrington		
Executive Officer BRO Representative (Geoff Northam) Club Representatives	Hugo Ellwood Peter Wright Kent peters (Ad Hoc)	Executive Officer	Tobias Wehr-Candler Alice Arch Jaime Fernandez Kathryn Ross Executive Officer Lead Coach	Kent Peters Tobias-Wehr Candler

Interstate Team	2025 Selectors	2026
Interstate	Bruce Hick, Donna Martin	Bruce Hick, Donna Martin
Pathways	Bruce Hick, Donna Martin	Bruce Hick, Donna Martin
Oceania	Bruce Hick, Donna Martin	Bruce Hick, Donna Martin
Masters		Sarah Davoren to reach out to previous selectors to determine availability
Ombudsman	Luke Letcher	Sarah Davoren to reach out to Luke Letcher to determine availability

Working Group	ACT Representative	2026 Appointments
Rowing in Australian Advisory Group	Nick Hunter	Nick Hunter
Umpires Commission	Geoff Northam Nick Hunter (ex officio)	Geoff Northam Nick Hunter (ex officio)
Masters Commission	Neil Smith	Sarah Davoren to develop an EOI for the role
Rowing Manager 2.0 Steering Group	Executive Officer Tom Trobe Geoff Northam	Executive Officer Tom Trobe Geoff Northam