



Committee meeting Adelaide Canoe Club

Incorporated A22074
ABN 33 457 063 215

Public Officer: Charles Walker

Minutes of Meeting No 9 – 24/25 Year
Friday 23 May 2025, 6pm
37 Scott St. Parkside

Present

Simon Langsford, Anne Langsford, Charlie Walker, Allan Toohey, Abelardo Pardo, Phil Doddridge, Hugh Stewart

Apologies:

Peter Drewry, Wojtek Swietek

Welcome and Minutes of previous meeting:

Previous minutes accepted

Action list check

Done

Correspondence:

1. Paddle Forward 32 (AOB 11)
2. Vehicle Limits Parham, Webb Beach, Thompson Beach and Middle Beach
3. Renewal letter and club fees (Treasurer 4.1)
4. PA insurance for club assets
5. PA Club affiliation policy (AOB 10)
6. National Volunteer Week

AGENDA ITEMS

1. President's Report (Anne)

1.1. Events

12 events since the last committee meeting 17 April (5 weeks), 60 paddlers

8 Entry level

1 Entry Level / Demanding

2 Demanding

1 Demanding / Challenging

Activity on WhatsApp – name change to indicate social chat

Hugh's crossing to Tasmania
Sir Joseph Banks pictures
Paddle at Larges Bay
Fitting sails
Narung peninsula paddle
Discussion on paddle leash attachment
Invitation to test site on Telegram
Promoting Riverland marathon
Discussion on knots to hold sail
Promoting West Lakes Classic
Fitness training;
Surfing video

Upcoming events

[Myponga Beach Paddle](#) Sunday 25 May **Entry Level** to **Demanding**

Canoe Polo competition, Sunday 25 May, at Mawson Lakes. This is being run by Northern District Canoe Club. For details please contact Matt Schar 0421525611
matt.schar@gmail.com

[Tuesday morning paddle and coffee](#) Tuesday 27 May **Entry Level**

[Victor Harbor day paddle](#) Sunday 1 June **Entry Level** to **Demanding**

[Tuesday morning paddle and coffee](#) Tuesday 3 June **Entry Level**

Coorong Exploration: Mundoo Channel to Boundry Creek **Demanding**

[Explore Onkaparinga River \(Beginners Welcome\)](#) Sunday 14 June **Entry Level**

[Myponga coast](#) Sunday 15 June **Entry Level** to **Demanding**

[Winter Solstice Paddle](#) Saturday 21 June **Entry Level**

[Victor Harbor day paddle](#) Sunday 22 June **Entry Level** to **Demanding**

Kingston on Murray day paddle Saturday 19 July **Entry Level** to **Demanding**

Torrens Island Race, 3 August. After the successful inaugural race last year, ACC is again planning a race around Torrens Island. More details closer to the date

[Thistle Island Circumnavigation](#) 11-17 October **Challenging** to **Extreme**

[Backstairs Passage – Crossing to Kangaroo Island](#) Saturday 6 December **Challenging**

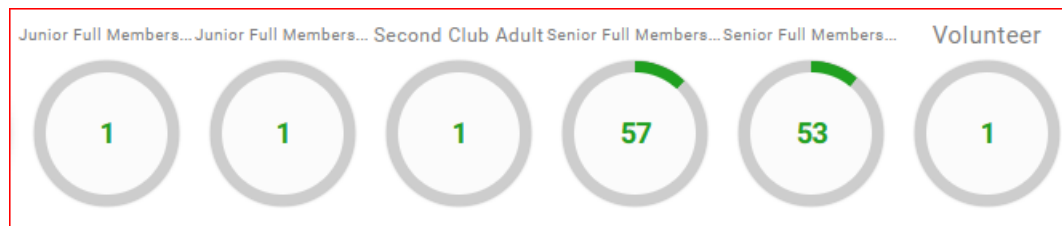
Note. Grading changes with conditions. Leaders need to notify participants if conditions change. **ACTION PHIL** to update leaders on operational procedures, including changing grading with conditions

2. ACC membership numbers (Anne)

2.1. Membership

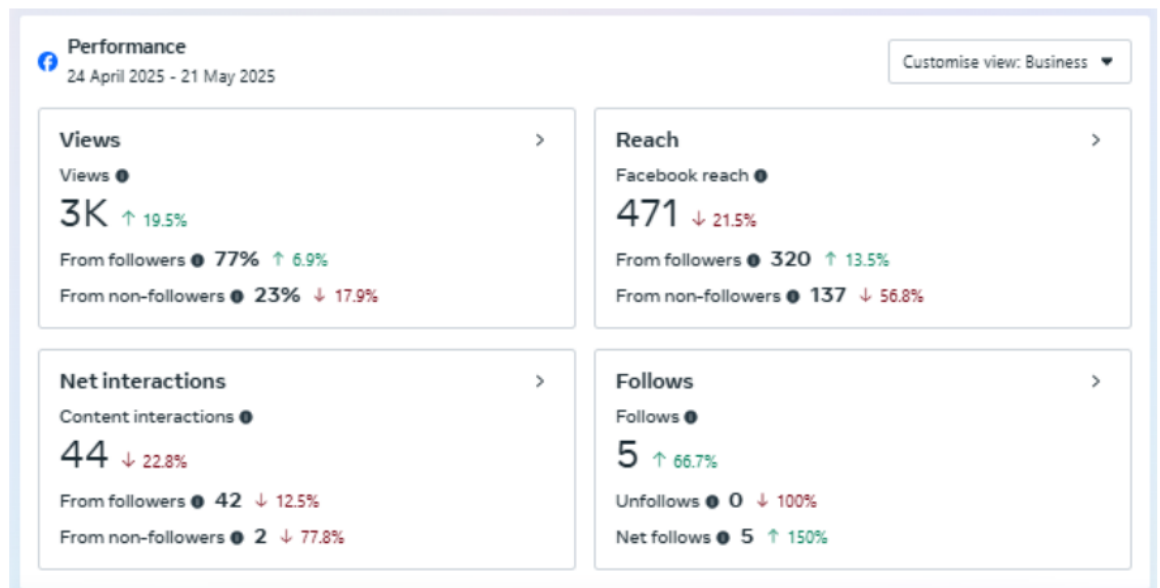
There were 115 members at AGM

May 19; 114 members



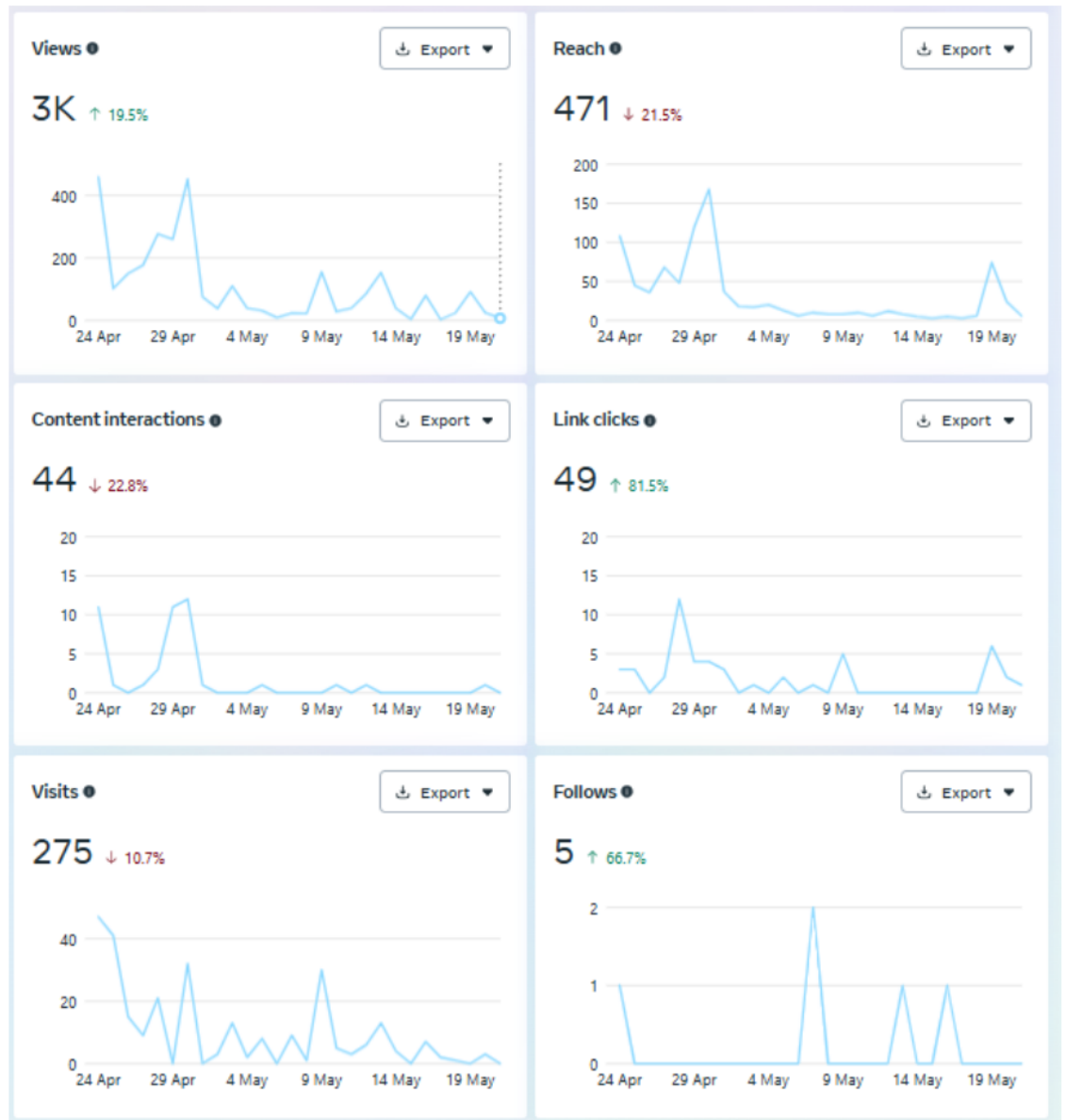
3. Social Media (Wojtek)

3.1.



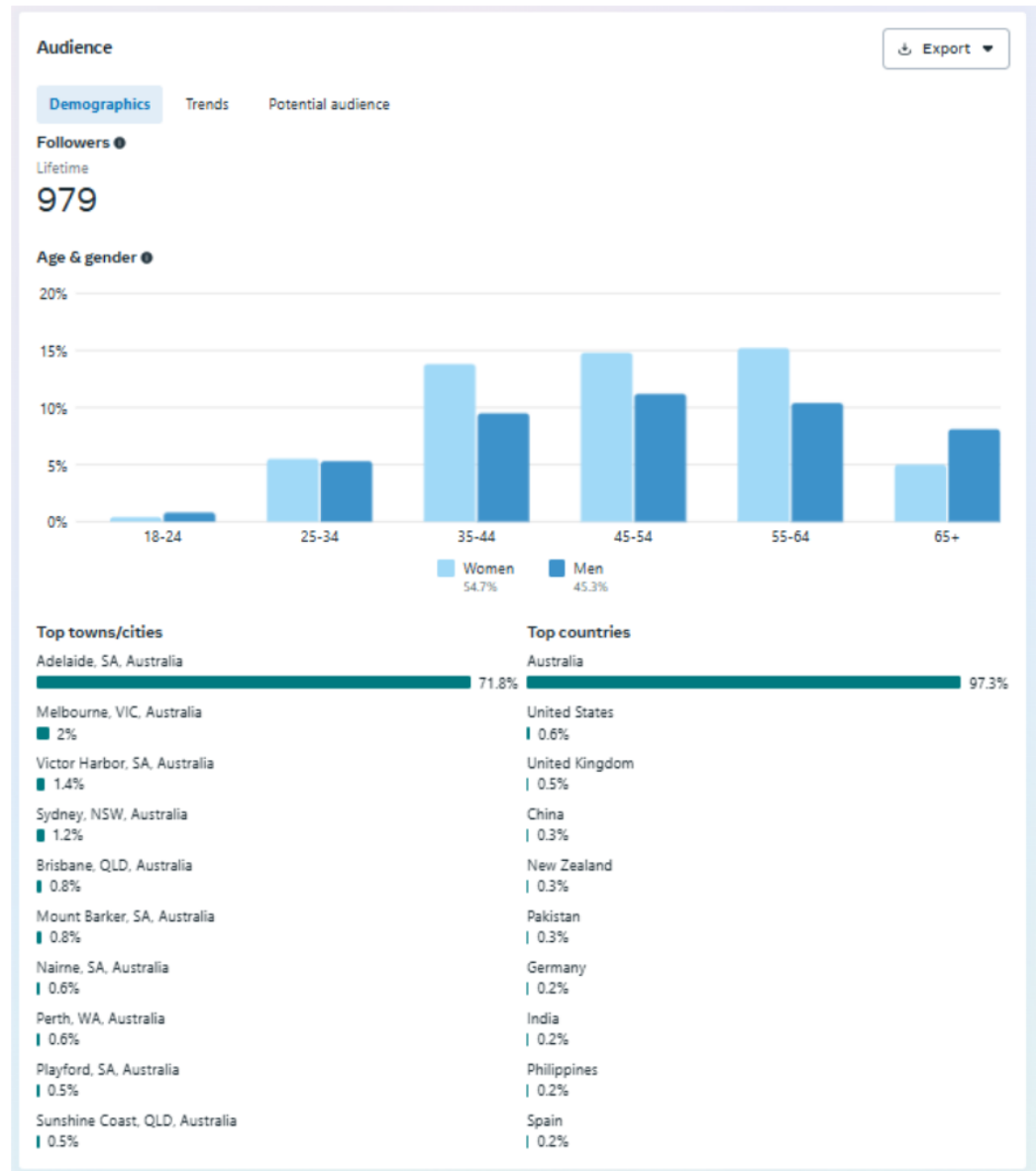
3.2.

Breakdown



3.3.

Audience : It may be worth discussing how was can attract the next generation of Canoeists.



3.4. WhatsApp and communications (Wojtek/Anne)

ACTION ABELARDO Create a second WhatsApp channel which deals only with peer paddle dates only

ACTION ANNE to promote in the newsletter. Note there is no ACC committee oversight on either channel

4. Treasurer's Report (Charlie)

4.1. Keep 2025/26 Membership fees and membership renewals unchanged

4.2. Automatic subscriptions not required

4.3. Payment to *CA Design* confirmed

5. Training Update (Phil)

5.1. Members wanting to start PAQ training to contact Phil.

5.1.1. Ryan continued training on Wardang trip

5.1.2. Future candidates will be done through PSA not the club due to time constraints.

6. Membership requests (Peter)

6.1. A number of people have linked their profile to the ACC (6), on checking they do not have membership with Paddle Australia. I have sent an email to each stating how they can join the club and the benefits etc. One has replied to this date, a Gary Edwards who has spoken to Anne and is interested as his son paddles with west Lakes. I am not sure how they link to ACC as they have to register on JustGo to get access to the site.

There have been three new members joined. Janine Starr who has booked for Loch Luna, Damian Hall who was on the Wardang trip, and Stewart Brown who says he has booked for Myponga this weekend.

7. Polo Report (Allan).

7.1. Competition this weekend at Mawson Lakes.

Any Other Business:

7. File rescue (Simon/Abelardo)

7.1. Missing files are thought to have been restored. Mystery of what happened is unresolved.

8. Events

8.1. Torrens Island Race

Mark Bulmer indicates it fits with their program

WLPC now gets our newsletter and our events may be promoted there

8.2. St Kilda 13th or the 27th of September

No affordable accommodation available **ACTION SIMON** to contact Wojtek

9. AGM Timeline (Anne)

9.1. Thursday, July 17 2025

Committee meeting 6pm

AGM @ 6.30 to order for 7pm meeting

ACTION ANNE to book venue Bartley Hotel

ACTION ANNE to send nomination forms via newsletter

- 9.2. Phil in contact with David Williamson who may talk at AGM
ACTION PHIL to contact David
- 9.3. All present committee members are happy to stand for re-election.
10. Sprint Come & Try (Anne)
 - 10.1. Suggest we do a joint WLPC "Come and try other people's boats"
Action ANNE to contact WLPC
11. Club affiliation policy (Simon)
Information from PA noted
12. Paddle Forward 32 (Simon) [link](#)
Information from PA noted
13. Recurrent action list
 - 13.1. Audit
Audit not needed (See appendix provided after meeting by Treasurer.)
 - 13.2. Budget
Done annually after AGM
14. Legal issues
Phil attended a legal issues conference run by a NSW club member.
A good document was tabled at the meeting **ACTION PHIL** to provide it at the next meeting.
Notable information
 - Committee is responsible for incidents on club (calendar) events
 - Highest qualified leader is responsible for incidents on an event - implies intervention is mandatory by the highest qualified participant if needed.
15. **ACTION ANNE** Stocktake club merchandise next meeting

Next meeting: 20 June 2025, 6pm, 2/37 Scott St Parkside

CURRENT ACTION LIST

Agenda Date	Item	ACTION REQUIRED	Status	Who
23/5/25				
	1.1	Update leaders on operational procedures, including changing grading with conditions.	Pending	Phil
	3.4	Create a second WhatsApp channel which deals only with peer paddle dates and times only.	Pending	ABELARDO
	3.4	Promote new channel in newsletter explaining purpose and noting there is no ACC committee oversight on either channel.	Pending	ANNE
	8.2	Contact Wojtek about St Kilda	Pending	SIMON
	9.1	Book venue - Bartley Hotel	Pending	ANNE
	9.1	Send nomination forms via newsletter	Pending	ANNE
	9.1	Contact David Williamson re AGM	Pending	PHIL
	10.1	Contact WLPC re "Try other boats day" next summer	Pending	ANNE
	14	Provide legal document to committee at next meeting	Pending	PHIL
	15	Stocktake club merchandise	Pending	ANNE
22/1/25				
	Corresp	Check and report on business name registration and incorporation details	Pending	Wojtek
30/1/25				
	9.5	Consider a remote first aid brainstorm session	Pending	Hugh

20/8/2024

	4 vi	Document procedures for website manager	Pending	Abelardo
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Recurrent action list

Action	Date	Notes
Transfer EPIRB registration	After AGM	President; see details link
Change Bank signatures	After AGM	
Confirm or change public officer	After AGM	Must notify ATO link
Transfer "Items owned by ACC" to new home	After AGM	Items can be found here .
Notify PA and PSA of new committee		<u>Possible Roles:</u> President, Vice-President, Treasurer, Secretary, IT, Membership, Training, Social Media, MPIO (Member Protection Information Officer)
Prepare budget	After AGM	
Set club fees	May	
Plan AGM	May	
Refresh plug-ins and upgrade on website	July	IT sub-committee
Tax self review	October 31	Treasurer; see details link

Appendix:

This has been added to the Treasurer's folder in Google Drive.

Legislation	Maintain records	Lodgement of Financial information	Presented to members	Audit	Accounting/Auditing Standards
SA Associations Incorporation Act 1985 and Associations Incorporation Regulations 2008 legislation.sa.gov.au From 1 January 2017, an incorporated association that is also a charity registered with the ACNC and complies with the financial reporting and audit/review requirements of the ACNC is exempt from the equivalent provisions of the above legislation.	Yes — Sections 35 and 39C.	Yes but only if required to prepare accounts. An entity is required to prepare accounts if it has gross receipts greater than \$500,000 — section 35 and Regulation 4. Accounts must be lodged with the Corporate Affairs Commission. The accounts must fairly present the results of the operations of the association and its financial position — section 35. ACC does not have receipts > \$500,000	Yes at AGM but only if required to prepare — Section 35. So not ACC	Yes (if required to prepare) by a registered company auditor or just a member of CPA Australia, CA ANZ or IPA, a person the Commissioner considers has appropriate qualifications — Section 35. So not ACC	No express requirement to use accounting standards, but the auditor must attest that the accounts 'present fairly' the results and financial position of the association — Section 37.

Reference <https://www.cpaaustralia.com.au/-/media/project/cpa/corporate/documents/tools-and-resources/audit-assurance/incorporated-associations.pdf?rev=69d58acab8214c289b96c5cb1d81370b>