

Report from the Board of Directors Meeting – December 2009

Report of the Board of Directors meeting held at MA Office, 147 Montague Street, South Melbourne on Friday 11th December 2009.

PRESENT: Ron Kivovitch President
Les Thomas Director
Lyal Allen Director
Ray Newland Director
Beach Thomas Director
Stephen Foody Vice President

In Attendance: David White Chief Executive Officer
Kipley Firth Administrator

tem No.	Issue	Raised By	Recommended / Proposed Action	Decision	Rationale / Consultation	Lead	Action Date
BR1052	Welcome/Apologies	RK	The President welcomed those present and opened the meeting.	Received.	-	-	-
BR1053	Confirmation of Minutes	RK	Minutes of the meeting held on 18 th November 2009.	The minutes from the Board meeting held on 18 th November 2009 were read and received.	-	-	-
BUSINESS ARISING							
BR1054	Business Arising: SCBs responses (EX4816)	BA	MNSW expressed their annoyance at this comment by the Commission. It was stated further that the minute template does not allow for SCB responses. It was decided that a proforma be developed for the Commission Minutes to include a comments column to allow for the SCBs to comment.	R. Martin has been advised of this and a draft proforma will be provided at the next meeting	-	CCM	2/2/09
BR1055	Business Arising: EMX Championship	BA	D. White advised that the first shipment of bikes arrived at time of	D. White provided a verbal update on a recent conversation regarding the possibility	-	-	-

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	(EX4817)		<p>the MotoGP. D. White is liaising with the distributor regarding the bike's availability of the bikes for an EMX championship. In general the response the championship has been positive.</p> <p>Update to be provided at the next meeting.</p>	of a championship in 2010. It was stated that conversations will proceed but the likelihood is slim.			
BR1056	Business Arising: World Moto-Trials Championship round. Australia. 2010 (TL474) (EX4824)	BA	<p>D. White advised that this application has been processed by the FIM and we are awaiting their decision.</p> <p>A further update is to be provided at the next meeting.</p>	<p>D. White stated that this is unlikely to occur in 2010 and will most likely occur in 2011.</p> <p>D. White to provide a verbal update at the next meeting.</p>	-	CEO	1/2/10
BR1057	Business Arising: Request for information – information on the current licence holders (WO111) (EX4831)	BA	<p>The Board have endorsed that the Women's Commission be granted access to the database. A. Weiss to action.</p> <p>This item has not yet been actioned. A further update is to be provided at the next meeting.</p>	A.Weiss is currently liaising with the women's commission to source what information they require.	-	-	-
BR1058	Business Arising: Survey of licence holders and interested parties. (WO112) (EX4832)	BA	<p>The Commission wish to devise and send out a survey to women licence holders to identify why women do & don't participate. This survey would also be put on the MA website for responses.</p> <p>The Board have endorsed this recommendation. R. Martin to action.</p>	This item has been held over until February 2010.	-	OM	1/2/10
BR1059	Business Arising: Safety Committee (EX4775)	BA	A discussion has taken place with Graham Fountain and Claire Lawrence has met with a CAMS representative. There remains an intention to form a joint committee,	This item has been held over until February 2010.	-	RCM	1/2/10

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			<p>however this may take some time to put in place due to Claire being new to the position and the urgency of other priorities.</p> <p>Held Over. A further update is to be provided at the next meeting.</p>				
BR1060	Business Arising: Riders Rights Terms of Reference (EX4539)	BA	<p><u>Riders Rights Terms of Reference</u></p> <p>D. White stated that there is no reason the amendments discussed by the Board cannot be put in place as the Terms of Reference for the committee. This item is to be actioned by the next meeting.</p>	This item has been held over to the meeting in February 2010.	-	CEO	1/2/10
BR1061	Business Arising: Licensed Measurers (EX4540)	BA	<p>D. White has written to Derek Rumble regarding a practical test to enable the licensing of measurers. A further update is to be provided at the next meeting.</p> <p>D. White advised that this item has not progressed and a further update is to be provided at the next meeting.</p>	D. White advised that he has spoken to D.Rumble and the course has been planned and a copy is to be forwarded to the MA Office. D. White to follow up.	-	CEO	24/12/09
BR1062	Business Arising: Uniforms (EX4541)	BA	A. Weiss has advised that final quotes have been obtained and staff have provided their sizing. Uniforms will be obtained shortly.	<p>A.Weiss has advised that he will gain final sign off this week and the order will be processed prior to Christmas.</p> <p>A further update is to be provided at the next meeting.</p>	-	OM	1/2/10
BR1063	Business Arising: Speedway Minutes (EX4844)	BA	<p><u>Speedway Minutes</u></p> <p>D. White advised that a draft set of minutes have been collated and they will be distributed by the end of the year.</p> <p>A further update is to be provided at the next meeting.</p>	A further update is to be provided at the next meeting.	-	CEO	1/2/10

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BR1064	Business Arising: Strategic Plan (EX4851)	BA	This item has not yet been actioned due to changes of staff within the Riders Division. A further update is to be provided at the next meeting.	No change.	-	-	-
BR1065	Business Arising: Williams Event Management (EX4852)	BA	Arising out of the discussion the following is to be addressed: K. Williams to provide a written report with graph and figures of attendance and participants. K. Williams to discuss with D. White the concept of a free open day at Barrabool for a round next year. D. White advised that K. Williams was unable to attend this Board Meeting, but a meeting has been arrange for next week to discuss his attendance at the December Board Meeting. A further update is to be provided at the next meeting.	K. William attended the Board Meeting and this is detailed under EX4948.	-	-	-
BR1066	Business Arising: Strategic Plan (EX4925)	BA	The Board requested that the updates not be written in the first person.	This item has been noted by A.Weiss.	-	-	-
BR1067	Business Arising: Memo: Claire Lawrence re: Complaint (EX4926)	BA	The Board endorsed for this to go through the Tribunal process. D. White to arrange this ASAP.	K. Firth to follow up on this item ASAP.	-	PA	24/12/09
STANDARD BUSINESS							
BR1068	CEO Report	CEO	Written and verbal report provided.	Australian Superbike Championship D. White provided an overview of the Championship for 2010.	Information only.	-	-

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				<p><u>Barrabool</u> D. White provided an update on the settlement of the Barrabool property and negotiations with the City of Greater Geelong.</p> <p>Due to delays in the funding from the City of Greater Geelong, the additional funds have been arranged through MAIL.</p> <p><u>Motorcycling New Zealand</u> D. White advised that a meeting took place with the new President of Motorcycling New Zealand.</p> <p><u>Riders Division</u> D. White advised that Matthew Bennett has been appointed in the role of Acting Manager.</p> <p><u>MA/SCB Owned Facilities Committee Meeting</u> D. White advised that the first committee meeting took place on Thursday 3rd December.</p> <p><u>Australian Off-Road Championships</u> A basic proposal has been added to the agenda for consideration by the Board. This proposal includes MA promoting the championship with the assistance of the clubs.</p> <p><u>Honda Broadford Bike Bonanza</u> A project management sheet was distributed to the Board regarding this event. A further meeting of the Museum and Heritage Committee has been scheduled for 15th December 2009.</p> <p><u>FIM Strategic Plan</u> D. White advised that whilst attending the meetings at the FIM recently, the following items were discussed:</p>			

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				<ul style="list-style-type: none"> • ISDE • World Motocross Grand Prix • FIM Rally • Electric Powered Motorcycle Race (MotoGP Support Event)– this may not happen in 2010. 			
BR1069	Williams Event Management	WEM	<p>K.Williams attending the meeting to provide an update on the following:</p> <ul style="list-style-type: none"> • Supercross Championship • Possible Suspension of Rules for the Australian Motocross Championship (Paper Circulated) 	Received.	Information only.	-	-
BR1070	Report – Manager Finance and Administration	MFA	Written report provided.	Received.	Information only.	-	-
BR1071	Report – Manager Riders Division	MRD	A written report has not been provided.	Noted.	-	-	-
BR1072	Report – Operations Manager	OM	Written report provided.	Received.	Information only.	-	-
BR1073	Report – Commissions and Committees Manager	CCM	Written report provided.	Received.	Information only.	-	-

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BR1074	Report – Manager Risk & Compliance	RCM	Written report provided.	<p>Received.</p> <p>The Board have approved the recommended sizing for the Enviromat (500x500).</p> <p>The Board approved for the reconvening of the Environmental Committee.</p> <p>K.Firth to follow up on the tribunal process for the Gardner complaint.</p> <p>The policies and procedures referred to the Board with the report have been noted.</p> <p>In reference to the Extreme Weather policy put forward, the Board stated that feedback is to be obtained from the States by the end of February. Feedback also from NOC.</p>	Information only.	-	-
BR1075	Staff Report	CEO	CEO provided a verbal report on current staffing.	Received.	Information only.	-	-
BR1076	Financial Reports	MFA	<p>The following reports were submitted to the Board for review:</p> <ul style="list-style-type: none"> • Profit & Loss with Budget Analysis to 8th December 2009. • Profit & Loss with Budget Analysis 2009 • Balance Sheet as at 8th December 2009. Accounts Payable/ Receivables as at 8th December 2009. • MA Budget 	Received.	Information only.	-	-
BR1077	MA Insurance Limited	CEO	<p>The following reports were submitted to the Board for review:</p> <ul style="list-style-type: none"> • Cash Statement Mail November 2009 	Received.	Information only.	-	-

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BR1078	Licence Statistics	OM	Licence Statistics for November 2009 were not provided due to database problems.	Noted.	-	-	-
BR1079	Strategic Plan	OM	Due to the Strategic Plan Review at the November Council Meeting, no update has been provided for November.	Noted.	-	-	-
BR1080	Item for Decision: Critical Dates Listing 2010	CEO	The Draft Critical Dates Listing for 2010 was distributed for the Board's comment and approval.	The board requested the following alterations: <ul style="list-style-type: none"> The Commission Chairmans meetings with the Board are to be scheduled on 17th/18th August as already in the draft calendar. An additional June Board Meeting to be included to coincide with the State Managers Meeting. 	-	-	-
BR1081	Item for Decision: Australian Off Road Championships	CEO	A proposal for the promotion of the 2010 Australian off Road Championships was presented to the Board. It is recommended that MA promote the championship with the assistance of the clubs.	The Board endorsed for MA to proceed with promoting the championship with the assistance of the clubs.	-	-	-
BR1082	Item for Discussion: Timing Devices	CEO	D. White presented to the Board proposals put forward by Timing Companies. The Board to discuss the possibility of a national process and policy for the use and adoption of timing devices.	This item is to be added on the Agenda for the March 2010 Council Meeting.	-	CEO	March 2010

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BR1083	Item for Discussion: MA Media Accreditation Program DRAFT	CO	E.Lagoudakis provided to the Board a draft MA Media Accreditation Program in draft form. Board are to provide feedback by 24 th December 2009.	The Board recommended that the views and opinions of some media personnel be sourced. It was suggested that instead of questions in the overview there are more guidelines of what is required. A.Weiss to advise on this item. It was stated that C.Lawrence is to provide input and then followed by Lander and Rogers. A concern was raised on whether a race official can immediately revoke an accreditation. It may require return to the MA office. It was also stated that the Proforma Letter should be signed by a member of management and not E. Lagoudakis.	-	-	-
BR1084	Item for Discussion: FIM UOM Grant Advice	CEO	D. White provided an overview of the issue regarding funds (\$11000) from the FIM for assistance in the running of a UOM Event. For a number of reasons the event was cancelled and there is discrepancy on whether the funds should be returned. As the Club no longer has the money, it is suggested that MA pay the amount to the FIM on their behalf.	The Board have noted this item and agreed that the UOM is to resolve this issue.	-	-	-
BR1085	Item for Information: Junior Coaching	NDO	A.Newton provided a written update on the status of the review of the Junior Coaching Program.	Received.	Information only.	-	-
BR1086	Item for Information: McAdam Park Sporting Motorcycle Club	CEO	D.White presented correspondence received from the Sporting Motorcycle Club regarding McAdam Park.	The Board received the correspondence and agreed that the clubs is having difficulty accepting the new ownership arrangements and a Board Director will meet with the club at a mutually acceptable date.	-	-	-

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BR1087	General Business	All	General Business items were discussed.	<u>Oran Park Airfence</u> D. White to follow up on the Oran Park airfence.		CEO	24/12/09
	Next Meeting	All	The next meeting will be held in February 2010	Information only.	Received.	-	-

Meeting closed at 4.01pm.

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Board of Directors

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ACTION LIST
BOARD MEETING – 11 DECEMBER 2009

Item No.	Action Item	Description	Responsible Officer	Date Raised	Date Due	Update
EX4933	Business Arising: SCBs responses (EX4816)	MNSW expressed their annoyance at this comment by the Commission. It was stated further that the minute template does not allow for SCB responses. It was decided that a proforma be developed for the Commission Minutes to include a comments column to allow for the SCBs to comment. R. Martin has been advised of this and a draft proforma will be provided at the next meeting	R.Martin	11/12/09	2/2/10	
EX4935	Business Arising: World Moto-Trials Championship round. Australia. 2010 (TL474) (EX4824)	D. White stated that this is unlikely to occur in 2010 and will most likely occur in 2011. D. White to provide a verbal update at the next meeting.	D.White	11/12/09	2/2/10	
EX4937	Business Arising: Survey of licence holders and interested parties. (WO112) (EX4832)	The Commission wish to devise and send out a survey to women licence holders to identify why women do & don't participate. This survey would also be put on the MA website for responses. The Board have endorsed this recommendation. R. Martin to action. This item has been held over until February 2010.	A.Weiss	11/12/09	2/2/10	
EX4938	Business Arising: Safety Committee (EX4775)	A discussion has taken place with Graham Fountain and Claire Lawrence has met with a CAMS representative. There remains an intention to form a joint committee, however this may take some time to put in place due to Claire being new to the position and the urgency of other priorities. Held Over. A further update is to be provided at	C.Lawrence	11/12/09	2/2/10	

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		<p>the next meeting.</p> <p>This item has been held over until February 2010.</p>				
EX4939	Business Arising: Riders Rights Terms of Reference (EX4539)	<p>Riders Rights Terms of Reference</p> <p>D. White stated that there is no reason the amendments discussed by the Board cannot be put in place as the Terms of Reference for the committee. This item is to be actioned by the next meeting.</p> <p>Held Over due to change in the administration of the Riders Division. A further update is to be provided at the February 2010 meeting.</p>	D.White	11/12/09	2/2/10	
EX4940	Business Arising: Licensed Measurers (EX4540)	<p>D. White has written to Derek Rumble regarding a practical test to enable the licensing of measurers. A further update is to be provided at the next meeting.</p> <p>D. White advised that this item has not progressed and a further update is to be provided at the next meeting.</p> <p>D. White advised that he has [spoken to D.Rumble and the course has been planned and a copy is to be forwarded to the MA Office. D. White to follow up.</p>	D.White	11/12/09	24/12/09	
EX4941	Business Arising: Uniforms (EX4541)	<p>A.Weiss has advised that he will gain final sign off this week and the order will be processed prior to Christmas.</p> <p>A further update is to be provided at the next meeting.</p>	A.Weiss	11/12/09	2/2/10	
EX4942	Business Arising: Speedway Minutes (EX4844)	<p>Speedway Minutes</p> <p>D. White advised that a draft set of minutes have been collated and they will be distributed by the end of the year.</p>	D.White	11/12/09	2/2/10	

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		A further update is to be provided at the next meeting.				
EX4946	Business Arising: Memo: Claire Lawrence re: Complaint (EX4926)	The Board endorsed for this to go through the Tribunal process. D. White to arrange this ASAP. K. Firth to follow up on this item ASAP	K.Firth	11/12/09	24/12/09	
EX4947	CEO Report	<u>Australian Superbike Championship</u> D. White stated that there have been concerns expressed as to whether the championship will take place in 2010. D. White is to speak with Y.Konsky on his intentions to promote the championship in 2010 ASAP.	D.White	11/12/09	24/12/09	
EX4948	Williams Event Management	K.Williams raised the issue of his contract. D. White stated that this will be finalised by Christmas 2009.	D.White	11/12/09	24/12/09	
EX4953	Report – Manager Risk & Compliance	K.Firth to follow up on the tribunal process for the Gardner complaint. The policies and procedures referred to the Board with the report have been noted. In reference to the Extreme Weather policy put forward, the Board stated that feedback is to be obtained from the States by the end of February. Feedback also from NOC.	K.Firth C.Lawrence	11/12/09	24/12/09	
EX4956	MA Insurance Limited	D. White to query the recording of the MAIL loan in the MAIL Accounts.	D.White	11/12/09	24/12/09	
EX4962	Item for Discussion: Timing Devices	D. White presented to the Board proposals put forward by Timing Companies. The Board to discuss the possibility of a national process and policy for the use and adoption of timing devices.	D.White	11/12/09	March 2010	

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		This item is to be added on the Agenda for the March 2010 Council Meeting.				
EX4967	General Business	<u>Oran Park Airfence</u> D. White to follow up on the Oran Park airfence.	D.White	11/12/09	24/12/09	