

## Board of Directors Report Final

Report of the Board of Directors meeting held at Motorcycling Australia, 147 Montague Street South Melbourne on 7<sup>th</sup> February 2012.

**PRESENT:** Stephen Foody            President (Chair)  
John Tisdale                    Vice President  
Ray Jonkers                    Director  
Lyal Allen                        Director  
Bob Kershaw                  Director  
Stuart Strickland              Director  
David White                    CEO  
Ivan Golding                    President SA

**In Attendance:** Tina Alderman    Administrator  
**Partial attendance:** Jeremy Gray AON

### Apologies:

Item No.	Issue	Raised By	Recommended / Proposed Action	Decision	Action Taken	Lead	Action Date
BR1749	<b>Welcome/Apologies</b>	SF	The President welcomed those present and opened the meeting.	Received.	-	-	-
BR1750	<b>Confirmation of Minutes</b>	SF	Minutes of the meeting held on 14 <sup>th</sup> December 2011 were distributed for reference.	Received.	-	-	-
BR1751	<b>Business Arising: Sporting Pulse</b>	BA	Part actioned. J Tisdale requested Sporting Pulse send out the reminders. CEO stated that the OM is working on this and Sporting Pulse will have this actioned by the end of the year. J Tisdale requested that he be added to any correspondence regarding Sporting Pulse. Advised by CEO that Sporting Pulse will have renewals reminders set up by January	OM advised auto reminders have been set up. Problems occurring when moving from one discipline to another, rider will still get reminder for old discipline. Most states are sending out manual reminders.OM to contact SCB Managers to agree on universal email to be sent out with reminder by Sporting Pulse. Board requires document on cost of Sporting Pulse. Sporting Pulse be put on Aprils agenda.	-	OM	ASAP

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			3 <sup>rd</sup> 2012				
BR1752	<b>Business Arising: Strategic Plan</b>	BA	Reg Crawford from the Lonsdale Group is working on planning document, should be finalised after March's Council meeting.	B Kershaw stated the following would need to be addressed at the Council meeting 1) A National body is needed 2) What form should it take 3) What are there responsibilities 4) Resourcing 5) Are there other structures that MA could adopt 6) Purpose of our existence is to make it easy for people to ride. 7) Constitution is in place and sets out the roles of council, SCB's and MA it was put in place by Council. Board members were asked to send issues in dot point form to B Kershaw. S Strickland to help with presentation at council meeting.	-	CEO	March 2012
BR1753	<b>Business Arising: Review of all committees and commissions</b>	BA	A review panel is to be set up in Jan 2012. Overview documented was presented at Decembers Board meeting. Board has requested CEO to continue with weekly briefing notes.	CEO to continue with weekly briefing notes.	-	CEO	-
BR1754	<b>Business Arising: Taillem Bend</b>	BA	Issue was raised, an actuarial review will occur at MAIL, MA will not be aware of available funds until an audit of funds has been completed. MA concerned about the viability of the project. CEO to arrange meeting with MSA Board and Tim Siebert to discuss project.	Not discussed	-	-	-
BR1755	<b>Business Arising: CEO Report VCAT Hearing</b>	BA	Addressed in items for information	CEO to organise meeting with industry for proposed ATV safety training to be held at Barrabool.	-	CEO	-
BR1756	<b>Business Arising: CEO report Junior Road Racing</b>	BA	CEO has suggested inviting all stakeholders, Junior and Road Racing Commissions together for a meeting in mid-January to resolve issues. Board has agreed to this along with leaving the existing rules	CEO had teleconference with Road Racing Commission, they have signed off on rule change. Teleconference will take place with Junior Commission later this week.	-	CEO	Feb 2012

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			as they are in effect to February 2012 with new rules to be announced by the end of February 2012.				
BR1757	<b>Business Arising: Role of the Board in the administration of MAIL</b>	BA	MAIL document presented to the Board. CEO to organise Jeremy Gray of AON to present at Februarys Board meeting. J Tisdale asked whether the Directors packs and Councillors induction folders had been updated with the MAIL document. CEO stated this has not been completed as yet. The roles will be addressed after March Council meeting.	Jeremy Gray presented overview of the administration of MAIL including the history of MA establishing the captive insurer. Jeremy Gray answered any operational questions relating to MAIL.	-	-	-
BR1758	<b>Business Arising: NOC Minutes</b>	BA	Level 4 course needs to be reviewed	Lawrence Miller to organise teleconference with CEO and NOC within 30 days	-	LM	March 2012
BR1759	<b>Business Arising: Licence Review Committee Industry Meeting</b>	BA	Board has referred this item to Council. S Strickland to help with strategy to get industry working on this together, a meeting is to be set up with Rhys Griffiths. Discussion took place regarding a licence membership should be given away on the purchase of any new motorcycle. S Strickland to draft letter to invite FCAI members and broader industry groups including Peter Alexander to attend a one day conference.	CEO to send recommendation letter to all entities for a joint meeting to coincide with Aprils Board meeting, venue TBA.	-	CEO	March 2012
BR1760	<b>Business Arising: Worksafe Investigation</b>	BA	R Jonkers to contact his local member of parliament. Information to be sent to SCBs re changes and correct use of wording. To be raised at next SCB Meeting. Information given to R Jonkers. R Jonkers has had several meeting with QLD state members and will be having a further meeting with Cameron Dick the Industrial Relations Minister for QLD	R Jonkers received email from Safework Australia who is happy to work with MA to develop specific questions that can be raised with State Regulators. R. Jonkers and C.Lawrence to develop a national document for workplace site induction. RCM to coordinate meetings with State authorities and SCB Managers. R Jonkers to send his report to S Strickland to send to Ken Phillips. Worksafe discussion to be put on Board	-	R. Jonkers RCM	-

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			next week. R Jonkers has invited the CEO to attend this meeting. R Jonkers to advise of date. R Jonkers has requested Board members send relative questions in dot point form to the CEO to collate as soon as possible to present to the Industrial Relations Minister	agenda's every month. L Allen requested Worksafe issues be brought up at Council meeting for SCB Managers to reiterate to all volunteers etc. The importance of compliance with rules.			
BR1761	<b>Business Arising: MA's unauthorised withdrawal from the FIM U 21 Team Speedway World Championship</b>	BA	Addressed in CEOs report and item for information	-	-	-	-
BR1762	<b>Business Arising: Australian Motorcycling Council</b>	BA	The memorandum did not eventuate The AMC could not deliver on the position reached by the President and CEO, however a memorandum is being prepared involving several of the road rider groups and MA in relation to filtering.	S Strickland presented document to Board outlining opportunities for Riders Division.	-	-	-
BR1763	<b>Business Arising: AON summary of Statutory Liability proposal</b>	BA	Board has endorsed CEO to fill out application to enable quotation.	-	-	CEO	-
BR1764	<b>Business Arising: Work Health and Safety Bill</b>	BA	D Hiddle recommended MA produce a document regarding OH & S for workers and volunteers to sign off on. L Allen to write to Minister again to request meeting.CEO to arrange meeting with Assistant Treasurer (Author of the media release advising delay of the bill). B Kershaw suggested a letter be sent to State Authorities and Worksafe Victoria asking them to give a briefing on how as an organisation we can prepare ourselves. J Tisdale suggested we should be part of a large lobby group to raise the profile	R Jonkers received email from Safework Australia who is happy to work with MA to develop specific questions that can be raised with State Regulators. R. Jonkers and C.Lawrence to develop a national document for workplace site induction. RCM to coordinate meetings with State authorities and SCB Managers. R Jonkers to send his report to S Strickland to send to Ken Phillips. L Allen requested Worksafe issues be brought up at Council meeting for SCB Managers to reiterate to all volunteers etc. the importance of compliance with rules.	-	RCM R Jonkers	-
BR1765	<b>Business Arising:</b>	BA	PA to investigate cost of buying 7x I	PA advised cost of I pads, PA to use drop	-	PA	ASAP

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	<b>Purchase of I Pads for Directors of the Board</b>		Pads. Drop box app which is required is a free download. Also cost of set up dial in code	box system and advise access code for those that have I pads.			
BR1766	<b>Business Arising: Constitution regarding voting process</b>	BA	CEO to write to Ian Fullager to seek legal advice to clarify position on voting process, B Kershaw suggested Ian Fullager be present at AGM	This has not been actioned CEO to action. Carry forward	-	CEO	ASAP
BR1767	<b>Business Arising: Request from Preston MCCC to conduct an annual four round race series.</b>	BA	Board has requested CEO to contact Y Konsky for discussion on this matter, and to request more information on proposed dates from PMCC.	The letter was sent to the Preston Motorcycle Club explaining the reasons why their series could not be permitted by MA. They appear to have accepted that position and as was suggested to them, have applied to MV to conduct a series.	-	-	-
BR1768	<b>Business Arising: 2012 FIM World Sidecar Championship</b>	BA	CEO to write to FIM to enquire if World Sidecar Championship will be held in 2012	Not awarded to anybody. Will apply for 2013.	-	CEO	-
BR1769	<b>Business Arising: 2012 Draft Budget</b>	BA	Board is to digest information with responses to be sent to CEO.	Draft budget presented. Budget to be tabled at the March Board meeting for adoption.	-	CEO	March 2012
BR1770	<b>Business Arising: MA's income not controlled by MA</b>	BA	CEO has asked that a discussion take place at the next Council meeting on how MA does not control its income.	It was agreed that B Kershaw address this at next Council meeting.	-	B Kershaw	March 2012
BR1771	<b>Item for decision: Remove Business Arising from Board agendas</b>	J.T	Remove Business Arising from Board Agendas	MA Board moved to remove Business Arising from agendas. S Strickland to help PA streamline agendas and minutes for the future.	-	S. Strickland	ASAP
BR1772	<b>CEO Report</b>	CEO	<b>Proposed series – Preston Motorcycling Club.</b> The letter was sent to the Preston Motorcycle Club explaining the reasons why their series could not be permitted by MA. They appear to have accepted that position and as was suggested to them, have applied to MV to conduct	-	-	-	

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			<p>a series.</p> <p><b>Proposed Thumper Nats Type Motocross Series.</b></p> <p>Attached is correspondence regarding a proposal from Willie Thompson from WA. He runs very successful meetings in Western Australia and is closely aligned with Jeff Leisk. CEO has met him on one occasion. Part of his proposal was to be able to run the event allowing some participants to use "one event" licences. As you are well aware the use of these licences are restricted to club and interclub events. Consequently MA had to deny that aspect of his events.</p> <p><b>Barrabool</b></p> <p>In the past few weeks RCM and CEO have met with the Surf Coast Shire and St Quentin (town planning consultants). On Saturday 4<sup>th</sup> February they are meeting with the club, on site, to finalise what building / works that we intend applying for retrospective planning permits in accordance with the VCAT decision.</p> <p><b>Strategic Planning</b> This has not progressed purely because of available time but will concentrate on it next week. In the interim CEO has asked MFA, OM, RDM and RCM to list the five key points they wish to achieve this year. CEO has also sent</p>		-	-	
				CEO has asked Managers what their 5 key areas of what they want to achieve are. S Strickland has asked for Job specs on all employees, priorities and achievements should be in their staff reports.	-	-	CEO

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			<p>an email to all commission members (copy attached) asking for key strategic items in relation to their commissions goals for 2012, 2013, and 2014.</p> <p><b>Judicial decision</b> The FIM decision in relation to withdrawing the U21 team from the World Cup Final in Russia is included in the agenda.</p> <p><b>Commissions Management</b> Meetings are being arranged Requests for agenda items have been circulated. Working closely with commissions regarding rule interpretations. Rule interpretation forms have been developed.</p> <p><b>Junior Road Racing</b> Teleconferences are to take place with the Junior Commission and the Road Race Commission Monday.</p>				
BR1773	<b>Staff Report</b>	CEO	Verbal report provided.	Received.	Information only	-	-
BR1774	<b>Report –Finance and Administration Manager</b>	MFA	Written and verbal report provided. MFA declared loss of \$700,000 due to \$310,000 down in licence fees, McAdam Park legal fees and no income from McAdam Park. Account is running in full overdraft, MFA and CEO requested bank loan.	Received. MFA to provide Board with numbers on licences ,electronic copy of 2012 budget option 1 and previous 2 year actuals to. MFA to provide monthly cash flow report to Board. MFA to provide reasons on variances in budget.	Information only	MFA	March 2012
BR1775	<b>Report – Risk &amp; Compliance Manager</b>	RCM	Written report provided.	Received. S Strickland recommended any legal pending's should be shown in this report.	Information only	RCM	March 2012
BR1776	<b>Report –</b>	OM	Written report provided.	Received. S Strickland has requested costs	Information only	OM	March 2012

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	<b>Operations Manager</b>			incurred be added to OM's report for Stewards, travel etc... Board agreed that columns be added to Strategic plan relating to budget and progress either by a traffic light system or arrow system to give an overall picture of how MA is travelling.			
BR1777	<b>Report – On line Communications officer</b>	OCO	Written report provided.	Received	Information only	-	-
BR1778	<b>Report – Riders Division</b>	RDM	Written report provided.	Not addressed	Information only	-	-
BR1779	<b>Financial Reports</b>	MFA	The following reports were submitted to the Board for review: <ul style="list-style-type: none"> <li>Profit &amp; Loss with Budget Analysis to January 2012.</li> <li>Profit &amp; Loss with Budget Analysis 2012</li> <li>Balance Sheet as at January 2012.</li> <li>Accounts Payable/Receivables as at January 2012.</li> </ul>	Received.	Information only	-	-
BR1780	<b>MA Insurance Limited</b>	MFA	The following reports were submitted to the Board for review: <ul style="list-style-type: none"> <li>Cash Statement Mail for December 2011 and January 2012.</li> </ul> CEO had claims review with Proclaim on the 10 <sup>th</sup> Feb, CEO notified late of possible claim of \$150,000 from Baskerville on the 24 <sup>th</sup> November 2011.	Received.	Information only	-	-
BR1781	<b>Licence Statistics</b>	OM	Licence Statistics for December 2011 and January 2012 were provided.	Received.	Information only	-	-
BR1782	<b>Website Statistics</b>	OM	Written report provided for December 2011 and January 2012.	Received.	Information only	-	-



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BR1783	<b>Strategic Plan</b>	OM	A Strategic Plan update for January 2012 was provided.	CEO to prioritise items on plan. B Kershaw advised Board needs to understand where MA staff time is spent. and adequately resource strategic plan. SCB plans must reflect MA's plan.	-	-	-
BR1784	<b>Item for Decision: Riders division future plans</b>	RDM	Not addressed	-	-	-	-
BR1785	<b>Item for Decision: Licences endorsed for juniors in 3 categories</b>	SCB	Briefly addressed.	Board is waiting on D Gatts response.	-	D Gatt	-
BR1786	<b>Item for Decision: GCR Rule 3.8.0.3. amendment</b>	CEO	Not addressed	-	-	-	-
BR1787	<b>Item for Decision: Australian Supercross Championship</b>	CEO	-	Board endorsed out clause for Global Action Sports. J Tisdale suggested solicitor word document so MA is not exposed to any residual, claims etc. Board has agreed to advertise for promoter, expressions of interest for 1 or multiple rounds to be sent out by 15 <sup>th</sup> Feb 2012.	-	CEO	Feb 15th
BR1788	<b>Item for Discussion: Family discounts for licences</b>	R Gill	-	CEO advised J Tisdale present this to item licence committee.	-	J Tisdale	-
BR1789	<b>Item for Discussion: Race safe Medical support</b>	J Tisdale	-	CEO to raise this with MAIL to see if they can assist with sponsorship. S Strickland suggested industry could also help. To be addressed at the next Board meeting	-	CEO	March 2012
BR1790	<b>Items for Information: Emails received by Lynne Long and Fiona Collins</b>	L.L. F.C.	-	Board has endorsed request from the women's commission. PA to advise commission.	-	PA	Feb 2012
BR1791	<b>Items for Information: Notification of the CDI hearing</b>	CEO	-	Board acknowledges fee was not paid within 24hours to request an appeal. CEO to send letter to FIM expressing Boards disappointment in decision.	-	CEO	Feb 2012

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BR1792	<b>Items for Information: Recreational licencing concept</b>	Darryl Knight	Not addressed	-	-	-	-
BR1793	<b>General Business Reconvened 08.30am on the 8<sup>th</sup> February 2012.</b> Meeting with Christine Tickner, Leon Sayers and Daniel Gatt to address MNSW's issues with Junior Coaching Programme. Discussion	MNSW	Discussion took place regarding the simplification of Junior Coaching Programme to ease the administration burden on SCB's and make it more user friendly to participants. Christine Tickner, Daniel Gatt and Leon Sayers(MNSW) attended meeting.	1) There is a need to review the programme particularly in relation to club coaching. 2) Immediate actions:- Have licences endorsed for Off Road, Track, Slider – Speedway Road Race and Supercross. 3) Daniel Gatt to prepare a paper for CEO to distribute to SCB Managers and to arrange a teleconference of SCB Managers.	-	D. Gatt CEO	-
	Sporting Pulse		CEO advised waiting on Daniel Gatts response on what his expectations are from Sporting Pulse. B Kershaw recommended a cheat sheet be drafted and sent to all SCB Managers to sign off on, so all answers and information are universal and consistent.	-	-	CEO	March 2012
	Board minutes		J Tisdale concerned about recording of opinions in the minutes rather than actions.	Board agreed that more directness should be asked for decisions to be made and recorded. Less chat to be recorded in the minutes. S Strickland to meet with PA and CEO to discuss streamlining minutes and agendas.	-	PA	March 2012
	Fair safe work agreements		S Strickland asked if CEO had received any response. CEO advised one response to date.	-	-	-	-
	Licence holders.		J Tisdale working on reactivation and cross fertilisation for licence figures. Board recognises start of the year figures are up across the states. S Strickland recommended analysing	CEO to look at sales figures against licence numbers.	-	CEO	March 2012

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			industry figures against licence figures across the states.				

Next Board meeting will be on the 21<sup>st</sup> March 2012

The meeting closed at 5.25pm, meeting reconvened on the 9<sup>th</sup> February via teleconference.

Distribution:

Board of Directors

SCB Managers

Councillors

MA staff

MA officials

Committees & Commissions

File: A01.17.12  
Doc: 24010875

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