



**Lower Great Southern Hockey Association Inc
Board of Management Meeting
Monday 25 July 2016 at 6.00pm
MINUTES**

1. Welcome

In the absence of a President, Daniel opened the meeting at 6.15pm.

2. Record of Attendance/Apologies

Attendance

Adam Scott, Amy Chadbourne, Robbie Stainton, Damien Stevens, Jo Stevens, Richard Doak, Daniel Baker, Rodney Light and Geoff Sandilands

Apologies

Jude Want

3. Minutes of Previous Meeting – 13 June 2016

Moved Adam Scott, Seconded Richard Doak;

That the minutes of the meeting held on 13 June 2016 as circulated, be taken as read and be accepted as a true and accurate record.

CARRIED

4. Business Arising

See Action Table

5. Correspondence In and Out

Moved Daniel Baker, Seconded Richard Doak;

That the correspondence report as circulated, be taken as read and be accepted as a true and accurate record.

CARRIED

See Correspondence Report

6. Finance Report

No finance report provided for this meeting.

Robbie advised:

- DO's final pay has been completed
- The Association had been set up with the ATO to pay into Superfunds and Mel and Amanda's superannuation payments had been brought up to date.
- Group certificates for Y/E 2016 had been completed and sent out to employees.
- Kid Sport vouchers were up to date (thank you to Nicole Scott).
- All invoices for the team payments had been sent to clubs/teams.
- Turf use was now to be invoiced to teams/clubs.
- Bank balance for the BBL was approximately \$14,000 with \$62,000 in the NAB account.

Development Officer's Request

The meeting discussed a request from the HDO to be paid the annual \$2,000 bonus as part of her leaving package. The bonus was an annual one set up to reward the attainment of KPIs after 12 months employment and to encourage long term employment with the Association.

Mel started with the Association on 8 September 2016 so hasn't met the 12 month criteria and also hadn't met all her KPIs. The Board agreed it would be discussed further at a planning meeting to be held on 7 August 2016 (after consultation with Jude who was Mel's manager) and Mel would be advised of the decision.

Action: Mel's request to be discussed at the meeting of 7 August 2016 (after consultation with Jude). Robbie to email Mel and advise her request was to be discussed further before a decision was made.

7. General Business

7.1 Date of Planning Meeting – 7 August 2016

To be discussed – President position, turf replacement sub-committee, strategic plan update process, DSR Annual Key Result Schedule, constitution, fees and registration process, HDO request for bonus and junior grading structure.

Action: Adam to book a venue for the 7 August planning meeting which would include lunch and prepare and send out the Agenda.

7.2 DO Role Options (DSR Sportshouse hosting agreement)

The meeting discussed the resignation of Mel Eastough who finished in her position as HDO on Friday 22 July 2016. She started with the Association on 8 September 2016.

The role and its expectations was discussed and it was agreed this would be discussed in more detail at the meeting of 7 August 2016. In the meantime a coach was needed for the Woodbury Boston school clinics in August. The coach would be paid \$25.00 per hour for 1 1/2 hours work. Adam had someone in mind and would see if they were available. It was suggested HWA be contacted to see if they could offer any advice on the role.

Action: Adam to email Megan Baker to see if she could coach at the Woodbury Boston clinics.

7.3 Multisport Carnival Umpires – Tuesday 16 August

Five umpires are required to umpire hockey at the Multisport Carnival to be held in Albany on Tuesday 16 August. Adam said he would be able to find an umpire/s.

Action: Adam to organise umpire/s for the Multisport Carnival in Albany on Tuesday 16 August.

7.4 Sporting Schools Bookings

The Board didn't think many bookings would come in for 2016, however, Amy would regularly check the HDO email address.

Action: Amy to regularly check the HDO email address.

7.5 Turf Bookings

It was agreed Jude would deal with any hockey turf bookings.

7.6 Awards Night/Wind Up – Organisation Including Medal Purchasing

The meeting discussed the end of year awards night and presentation of medals/trophies. It was felt younger members of the hockey community should contribute and be part of the organisation of the evening.

Action: Amy to approach Ellen Milne to see if she was available to organise the end of year dinner and medal presentation. If she wasn't able the Spencer Park Ladies A grade team would be approached.

The purchasing of medals/trophies was discussed and it was agreed that Angela in her position as Records Officer would be the best one to organise this as Susan Heberle had always done so in the past.

Action: Amy to approach Angela Poulish to see if she was available to purchase medals/trophies for the presentation night.

7.7 Tribunal – Procedures

A tribunal was not organised to deal with the complaint against a B grade player from the men's competition. It was noted that after two red cards and two suspensions the player concerned had not been reported in his last few games. Some members of the team had agreed to act as mentors to the player and were working to help him manage his anger issues on the turf.

It was noted that not all members of the team were in agreement with this method and Damien Steven's letter (received the afternoon of 25 July 2016) was tabled. In his letter Damien expressed his concern over the way the matter had been handled to date and his disappointment with the lack of a tribunal. The meeting discussed this and a decision could not be made on the next move. It was suggested HWA be contacted for their recommendation on how best to deal with the matter.

Action: Daniel to contact HWA to ask for their recommendation on the how the issue with a men's B grade player be best handled.

7.8 Member Protection Officer Training – DSR

An email had been received from DSR asking if the Association was interested in sending a Committee member to Member Protection Officer training. The Member Protection Officer, once trained, would be the 'go to' person for any Association member who had concerns over their safety or had experienced negative/unsafe involvement with other members of the hockey community.

Adam advised he would be willing to be the Association's representative. A date for the course was yet to be set and it was thought it would be in 2017.

7.9 Club Talk Workshop with COA

As Jude would be present at this workshop it was suggested she could feed back any information to the Board.

Action: Jude to provide feedback from the Club Talk workshop held by the City of Albany on Thursday 28 July 2016.

7.10 Letter re Junior Games, Age Divisions and Early Starts

The meeting discussed a letter received from Simon and Melanie Whitfort with a number of suggestions about junior fixturing, use of the grass field and starting times and junior team grades.

The meeting agreed that the turf was to be used as much as possible and the grass was used when the turf wasn't available. This would not change.

8.15am games were a necessary evil to avoid games spilling over to Sunday. It was noted that games played in Mount Barker started at 9.15am and this was helping with the turf load and that other sports started at a similar time on Saturdays and some on Sundays.

The junior grading system was in line with HWA and carnivals. It was suggested it wouldn't be fair for some of the older kids to play with the smaller kids and vice versa. It was also noted that some kids because of their entry level age were not able to keep up with their peers and this was putting them

off hockey and leaving the sport. As this was such a detailed issue it was agreed it would be discussed in more detail at the 7 August meeting.

Action: *Amy to send a response to Simon and Melanie explaining the above. Daniel to read draft first.*

8. Board Member Reports

8.1 President

Position vacant

8.2 Vice President

No report

8.3 Membership and Development Director

Jude was an apology for the meeting.

8.4 Development Officer

HDO resigned and finished in the position on Friday 22 July 2016.

8.5 Coaches Coordinator

See attached report.

Adam highlighted the success of Association teams in various carnivals during the year. Heath Cremasco's invitation to play as goalie for the NT state U18s team was discussed. Heath had just missed out on a position in the WA team and was asked to play goalie for the NT.

Moved Adam Scott, Seconded Daniel Baker;

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| <p>That Heath Cremasco be recognised by the LGSHA for his efforts with the NT State U18s team where he played goalie and a cheque for \$100.00 be forwarded to him with a letter of congratulation as other junior players have received for state selection.</p> |
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CARRIED

Action: *Amy to draft and send out a letter of congratulations to Heath Cremasco with a cheque for \$100.00.*

It was suggested that the success of the Association teams in 2016 be highlighted.

8.6 Programmes Director

Not present at the meeting.

8.7 Records/Permits Officer

Not present at the meeting.

In her absence, the fixtures for the 2016 finals were discussed. The meeting agreed that a draft needed to be sent out to the Committee for discussion and finalisation and that early advice of the dates be advertised.

Geoff asked it be noted that Mount Barker was keen for its turf to be used wherever possible in the finals fixtures.

Action: *Amy to ask Angela to send out a draft finals fixtures to the committee for comment before finalising.*

Player Registrations

Robbie asked about player registrations and whether all players had been registered and placed on the system. The meeting discussed the method of registrations, the faults with the on-line system and how the Association would ever know that all players were registered?

Action: Amy to ask Angela if all registrations she had received were on the system.

8.8 Marketing and Promotions Director

Sponsorship – ball fence signage agreement – David Marsh

David Marsh from Homegroup has agreed to sponsorship.

Action: Daniel to discuss sponsorship with Homegroup.

ANZ Mortgage Incentive

ANZ had advised of their incentive to sporting clubs. The meeting agreed the Association was not interested at this time in such a method of sponsorship.

Action: Amy to advise ANZ the Association was not interested at this time in their method of sponsorship.

8.9 Facilities Director

See attached report.

It was agreed that Richard would obtain quotes for the replacement of the clubhouse roof.

The holes in the boundary fence have been fixed.

The quotes for the extension of the verandah to the scorers' hut were looked at. The meeting agreed it would accept the quote from Damien Stevens if he was willing to including the painting in the price. The Association would provide the paint.

Action: Richard to advise Damien of the successful quote and the condition the painting be included.

8.10 Umpire Coordinator

Junior Umpire Coordinator and sub-committee/mentoring group

Daniel suggested two umpires be present at the 3/4 games in Mount Barker as one was sometimes not enough.

Rodney suggested that a tribunal panel be voted in at the AGM so if the situation arose next year when a panel was required, members could be drawn from the already agreed list. This would make the organisation of the tribunal much more efficient.

8.11 Uniforms Coordinator

Not present at the meeting.

8.12 High Performance Liaison

See attached report.

9. Club Delegate Reports

9.1 Mount Barker Hockey Club

Mount Barker advised it would be keen to host any finals fixtures and the Men's B grade was highlighted as one possibility.

9.2 Manypeaks Hockey Club

No report.

9.3 Spencer Park Hockey Club

Delegate not present

9.4 Tigers Hockey Club

Delegate not present

9.5 North Albany Hockey Club

No report.

9.6 Vikings Hockey Club

No report

10. Next Meeting

A planning session is to be held on Sunday 7 August 2016 starting at 12noon.

Board meeting Monday 15 August at 6.00pm.

11. Meeting Closure

Daniel closed the meeting at 8.35pm.