



**Lower Great Southern Hockey Association Inc  
Board of Management Meeting  
Monday 4 April 2016 at 6.00pm  
MINUTES**

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**1. Welcome**

In the absence of a President, Daniel opened the meeting at 6.05pm.

**2. Record of Attendance/Apologies**

Attendance

Joanne Stevens, Adam Scott, Rob Wright, Angela Poulish, Mel Eastough, Jude Want, Rodney Light, Daniel Baker, Robbie Stainton and Amy Chadbourne

Apologies

Geoff Sandilands, Glenn Keymer, Richard Doak and Damien Stevens

**3. Minutes of Previous Meeting – 8 March 2016**

**Moved Jude Want, Seconded Adam Scott;**

**That the minutes of the meeting held on 8 March 2016 as circulated, be taken as read and be accepted as a true and accurate record.**

**CARRIED**

**4. Business Arising**

See Action Table.

The meeting discussed recent correspondence received via the Development Officer commenting on the way registrations and teams are allocated. As some of the comments received were directed at Great Southern Grammar, Adam responded to the meeting. He stated that the school is happy to promote hockey but doesn't enforce that students have to play exclusively for the school. He said all students were encouraged to play and no student is turned away from a team. He also highlighted that the school contributes a lot towards the association in terms of volunteers and fees.

The meeting agreed that a working group should be set up to discuss the structure of junior clubs/teams for coming seasons. It was suggested that representatives from hockey clubs would be invited to discuss the issue with the group.

**5. Correspondence In and Out**

**Moved Angela Poulish, Seconded Jude Want;**

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

**CARRIED**

## 6. Finance Report

### Moved Rodney Light, Seconded Amy Chadbourne;

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

**CARRIED**

Robbie presented the Treasurer's Report from 1 March to 1 April 2016. He advised that he was still working through the accounts (starting again from scratch), from last year and would get to the point where he would be able to pay standard accounts under \$500.00 and would bring any others to the meeting for approval.

The meeting discussed invoicing senior teams. Association By-Laws state that teams shall pay at least 50% of their annual fee by the third playing date and be fully paid up by 1 August of that year. It was agreed that Robbie would send out invoices to senior teams with the first 50% of fees due by 1 May 2016.

**Action: Robbie to send out invoices to senior teams for the first 50% of fees owed – fees due by 1 May 2016.**

Amy presented an email she had received on the day of the meeting from HWA advising insurance was due. The email requested 25% of the total amount to be paid by Monday 11 April 2016. Adam advised that GSG had its own insurance and didn't need to be part of this payment.

**Action: Robbie to make a down payment on insurance to HWA for the Association due by 11 April 2016.**

## 7. Board Member Reports

### 7.1 President

President's position still vacant.

### 7.2 Vice President

No report from Rodney.

### 7.3 Membership and Development Director

Jude advised that Mel was doing a great job. She also mentioned that coaches/club reps were meeting the following day - 5 April 2016 to discuss the junior team allocations.

### 7.4 Development Officer

Mel presented her report. She highlighted the recent assistance she had received from TAFE students with hockey clinics at schools. Workplace learning was discussed and it was suggested high schools be contacted to see if they had any students who might want also want to assist Mel.

Mel discussed her laptop and phone. The laptop is to be upgraded by Pre-Emptive Strike to allow her better access/usage of the email system.

Entries onto the IMG database were discussed. GSG would do their own entries onto the database and Susan Heberle had offered her services to enter other Association members. The meeting discussed future use where clubs would take more responsibility and enter their own players onto the IMG database themselves.

Mel advised she would shortly be sending out emails to Hin2H applicants providing details on the programme she would be offering.

## **7.5 Coaches Coordinator**

Adam spoke to his report. He advised selection trials were coming up for the June Bunbury carnival – looking at the first week of second term. He advised more coaches were needed and that clubs would be asked to provide two selectors each for the trials.

## **7.6 Programmes Director**

Angela presented a report. She advised the senior fixtures were done and she would be completing junior fixtures once the teams were finalised.

Angela advised she would organise to send out and receive score/game cards and would be responsible for entering the statistics and sending the information to the paper following the games.

Umpiring was discussed, particularly junior umpires. The meeting agreed junior umpires needed to be focused on and encouraged to develop and more juniors needed to be recruited to the umpiring programme. It was hoped the junior elite panel would continue though there was no panel confirmed yet for 2016.

## **7.7 Records/Permits Officer**

The position is still vacant.

The meeting discussed internal and external clearances. Any internal or external clearances received would be dealt with at a meeting if the request had been received in time, otherwise Amy would send out to three committee members by email always including Angela as one of the members.

Any dispensation requests would be dealt with at in the same way.

## **MBHC Request – Lauren Ridgewell 7/8 team**

The Committee looked at the request received from MBHC requesting Lauren Ridgewell be allowed to play in the 7/8 competition despite being year 9. MBHC advised they had no 9/10 team and she wasn't at the level of 11/12s.

The meeting agreed that Lauren could play in the first three rounds of junior competition at 7/8 level and that she would be assessed during this time. A decision would be made by the Committee after three rounds as to whether she would stay at level.

***Action: Lauren Ridgewell (year 9), player in MBHC to be assessed during the first three games in the 7/8 competition and a decision made as to whether she would continue in that grade thereafter.***

## **7.8 Marketing and Promotions Director**

Daniel advised he was following up with Just Hockey for a section of their sponsorship.

## **7.9 Facilities Director**

Richard was an apology for the meeting but had sent a report in.

***Action: Amy to send out a copy of the Management Agreement with City of Albany to all Committee members.***

## **7.10 Umpire Coordinator**

The meeting looked at the two new rules for hockey games. Rodney advised he would word something up to go on the website and facebook. He also advised he had been speaking with umpires to make them aware of the new rules relating to the ball outside the D and sticks over the shoulder.

***Action: Rodney to provide information on the two new rules relating to the ball outside the D and the stick over the shoulder rules for Amy to put on the website and facebook.***

#### **7.11 Uniforms Coordinator**

No report from Sarah. Note – 11/12s are to receive hooped socks which other teams had already received.

#### **7.12 High Performance Liaison**

Geoff was also an apology but had sent a report in.

### **8. Club Delegate Reports**

#### **8.1 Mount Barker Hockey Club**

##### **Turf Opening – confirmed as 11 April**

Presentations to occur at at the Mount Barker Hockey Turf at 3.30pm on Monday 11 April involving federal and state representatives.

##### **Turf Costs**

It was noted turf costs for the hire of the turf had been received from MBHC for the 2016 season.

#### **8.2 Manypeaks Hockey Club**

No report.

#### **8.3 Spencer Park Hockey Club**

No report

#### **8.4 Tigers Hockey Club**

No report.

#### **8.5 North Albany Hockey Club**

No report

#### **8.6 Vikings Hockey Club**

No report

### **9. General Business**

#### **9.1 Deed of Variation of Lease**

Amy advised that the Association had applied to the City of Albany last year for a peppercorn lease payment. The lease has come back confirming the agreement is now \$10.00 per annum and that it needs to be signed off. The previous lease agreement was in the vicinity of \$450.00 per annum.

Also of note is that the Association pay the legal costs to have it ratified.

The lease is for 29 years to 2023.

The lease makes reference to the COA Strategy Access and Inclusion Plan 2012-17, which seems to indicate the Association is to account for disabled access and usage.

Moved Daniel Baker, Seconded Adam Scott;

That the LGSHA accept the Deed of Variation of Lease and it be signed off and returned to the City of Albany. It should also be noted that the Association agrees to cover the legal costs for the new lease to be ratified.

CARRIED

*Action: Amy to organise for the Deed of Variation of Lease to be signed and sent back to the City of Albany.*

## **9.2 Turf Replacement**

To come back to the next meeting.

## **9.3 Annual Costs to run Website and Committee Mailboxes**

Amy highlighted the cost of \$330.00 for mailboxes (president, secretary, DO, M&D, Facilities) and \$132.00 for hosting the website. These costs have been budgeted for in 2016.

## **9.4 Presentation of Life Membership Medallions**

It was agreed that Saturday 14 May at 4.30pm was a good date for presentation of the life membership medallions to John Palfrey and Susan Heberle.

*Action: Daniel to approach Ron Hodgkinson to present the life membership medallions to Susan and John.*

*Action: Amy to check date of 14 May with Susan and John Palfrey. Also to organise to invite other life members.*

*Action: Amanda Sykes to organise the catering for the afternoon tea. Mel to discuss with Amanda. It was agreed a budget of \$100.00 for the food would be suitable.*

## **10. Next Meeting**

Monday 2 May 2016 at 6.00pm.

## **11. Meeting Closure**

Daniel closed the meeting at 8.10pm.