



Lower Great Southern Hockey Association Inc
ANNUAL GENERAL MEETING
To be held at the Hockey Club Rooms, Barker Road
Monday 20 November 2017 at 7.00pm
MINUTES (draft)

1. WELCOME

Geoff opened the meeting at 7.05pm.

2. RECORD OF ATTENDANCE/APOLOGIES

Attendance

Robbie Stainton, Amy Chadbourne, Geoff Sandilands, Damien Stevens, Simon Whitfort, Rob Wright, Deb Ritchie, Kelly Waterhouse, Richard Doak, Adam Scott, Peter Warren, Georgie Powis, Courtney Robinson, Chloe Westerberg, Dinah Gordon, Amanda Sykes, Sarah Lowry and Hudson Field

Apologies

Judith Want, Denise Trotter, Tanya McLennan, Jo Stevens, Andy Wright, Marisa Edwards and Ellen Milne

3. CONFIRMATION OF MINUTES

Moved Rob Wright, Seconded Dinah Gordon;

That the minutes of the Special Meetings held on 23 January and 13 March 2017 respectively as circulated, be taken as read and be accepted as a true and accurate record.

CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

No business arising.

5. ADMISSION OF NEW CLUBS

5.1 Vikings Hockey Club

Moved Damien Stevens, Seconded Sarah Lowry;

The LGSHA formally admit the Vikings Hockey Club as a hockey club affiliated to the LGSHA. The uniform of the Vikings Hockey Club is as follows:

Shirts - white with navy blue trim

Shorts/skirts - navy blue

Socks - white and navy blue

CARRIED

6. ANNUAL REPORTS

6.1 President's Annual Report

See attached.

6.2 Development Officer's Report

See attached.

6.3 Marketing and Promotions Report

See attached.

7. FINANCE DIRECTOR'S REPORT AND AUDITED FINANCIAL STATEMENTS

7.1 Audited Financial Statements for the Year Ended 30 September 2017

Robbie presented the audited financial statements provided to him by the auditor. The report was not provided in its full form and was not complete. Therefore it was agreed that a complete version of the report be requested from the auditor and be taken to the next Board meeting in January 2018 for endorsement.

Moved Robbie Stainton, Seconded Courtney Robinson

The complete version of the audited financial statements of the LGSHA for the year ended 30 September 2017 be presented to the Board at its next meeting in January 2018 for endorsement.

CARRIED

7.2 Finance Director's Report

Robbie provided a summary of the financial position of the LGSHA at the year ended 30 September 2017 as follows:

Opening balance - \$222,000

Revenue - \$290,000

Expenses - \$274,000

Term Deposit approximately \$110,000

7.3 Setting of Fees for 2018

Moved Robbie Stainton, Seconded Adam Scott;

That the setting of fees for the 2018 season be deferred to the January 2018 meeting of the Board of Management. This will include; team nomination fee; turf replacement fee; match fees; turf training fee and LGSHA representative team fee – seniors and juniors. Also to be included is discussion on the possibility of the introduction of a Development Officer levy and umpire fees for A-grade games.

CARRIED

8. APPOINTMENT OF AUDITOR FOR 2017/18

Moved Robbie Stainton, Seconded Rob Wright;

That the appointment of an auditor for 2017/18 be determined by the Board of Management no later than 30 April 2018. This is to provide time to assess the services currently being provided by the existing auditor and whether an alternative auditor should be considered and appointed.

CARRIED

10. ELECTION OF BOARD OF MANAGEMENT

10.1 President

Robbie Stainton

Moved Richard Doak, Seconded Sarah Lowry

CARRIED

10.2 Vice President

Andy Wright

Moved Robbie Stainton, Seconded Geoff Sandilands

CARRIED

10.3 Membership and Development Director

David Marsh

Moved Geoff Sandilands, Seconded Adam Scott

CARRIED

10.4 Marketing and Promotions Director

Damien Stevens

Moved Richard Doak, Seconded Amy Chadbourne

CARRIED

10.5 Facilities Director

Peter Warren

Moved Adam Scott, Seconded Damien Stevens

CARRIED

10.6 Programmes Director

Chloe Westerberg

Moved Richard Doak, Seconded Rob Wright

CARRIED

10.7 Finance Director

Courtney Robinson

Moved Courtney Robinson, Seconded Hudson Field

CARRIED

10.8 Secretary

Amy Chadbourne

Moved Robbie Stainton, Seconded Geoff Sandilands

CARRIED

10.9 Signatories for LGSHA Bank Accounts

Moved Robbie Stainton, Seconded Geoff Sandilands

That the signatories to all bank accounts held by the Lower Great Southern Hockey Association Inc will consist of the following positions of the Board of Management; President – Robbie Stainton, Vice President – Andy Wright, Finance Director – Courtney Robinson and Secretary – Amy Chadbourne.

The accounts held by the LGSHA are as follows:

**Bendigo Bank
Cash Management Trading Account
BSB: 633-000
Acc: 155203409**

**National Australia Bank
Community Fee Saver Account
BSB: 086-518
Acc: 04-775-8724**

Name: Lower Great Southern Hockey Association (Inc)

Westpac

Westpac Community Solutions One

BSB: 036-168

Acc: 296 487

Name: The Lower Great Southern Hockey Association Inc

Westpac

Westpac Business Loan

BSB: 036-168

Acc: 29-6428

Name: The Lower Great Southern Hockey Association Inc

Westpac

Westpac Term Deposit

BSB: 036-168

Acc: 39-0668

Name: The Lower Great Southern Hockey Association Inc

A letter to this effect be written to the respective banks authorising the signatories listed above to be updated.

Nicole Scott to be removed as a signatory from the above listed accounts of the LGSHA.

CARRIED

11. ELECTION OF SPECIAL POSITIONS AND SUB COMMITTEES

11.1 Records/Permits Officer

Marisa Edwards

Moved Amy Chadbourne, Seconded Geoff Sandilands

CARRIED

11.2 Umpire Coordinator

No nominations received

11.3 Uniforms Coordinator

Sarah Lowry

Moved Geoff Sandilands, Seconded Richard Doak

CARRIED

11.4 Coaches Coordinator

Adam Scott

Moved Amy Chadbourne, Seconded Hudson Field

CARRIED

11.5 High Performance Liaison

Geoff Sandilands

Moved Robbie Stainton, Seconded Richard Doak

CARRIED

11.6 Protests and Disputes Tribunal

No nominations received.

12. NUMBER OF COMMITTEE MEETINGS FOR 2016

Moved Robbie Stainton, Seconded Amy Chadbourne;

That the Association is to have eight (8) Board Meetings in 2018.

CARRIED

13. NOTICES OF MOTION

No notices of motion received.

14. GENERAL BUSINESS

The following items were discussed:

- Windows for the Clubrooms have been ordered and should be installed before Christmas.
- Gas bottles – need a fixed concrete slab.
- Furniture for clubrooms – Facilities Director to order and would appreciate feedback.
- Roof grant – unsuccessful. Repairs made during the year are holding up well.
- Canteen fridge – need a new one. Order for 2018 season
- Concrete steps in viewing area – need to be fixed into place.

15. MEETING CLOSURE

Robbie closed the meeting at 8.05pm.