



**Lower Great Southern Hockey Association Inc
Board of Management Meeting
Monday 15 February 2016 at 6.30pm
MINUTES**

1. Welcome

In the absence of a president, Daniel Baker opened the meeting at 6.41pm.

2. Record of Attendance/Apologies

Attendance

Rodney Light, Amy Chadbourne, Angela Poulish, Daniel Baker, Judith Want, Adam Scott, Geoff Sandilands, Jo Stevens and Mel Eastough

Apologies

Richard Doak, Rachel Wright, Glenn Keymer and Damien Stevens

3. Minutes of Previous Meeting – 28 January 2016

Moved Daniel Baker, Seconded Judith Want;

That the minutes of the meeting held on 28 January 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 Adam Scott, Seconded Geoff Sandilands;

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

CARRIED

Action: Amy to see if Richard ok to be first contact for ALAC and if so let Monique Smith at the City of Albany know.

See attached report.

6. Finance Report

No Finance Report presented at this meeting.

Moved Adam Scott, Seconded Judith Want

That Amy Chadbourne – Secretary, Robbie Stainton – Finance Director, Nicole Scott – Assistant Finance Director, and Judith Want – Membership and Development Director be recorded as signatories for the Lower Great Southern Hockey Association accounts and that as stated in the Association’s Constitution at 8(c)(iii) two Board Members are to sign on all payments whether it be by cheque or via online banking.

CARRIED

Purchase of Accounting Package

The meeting discussed the Association's need for an accounting software package that could be accessed by more than one person at a time. It was agreed it would need to be a package that could be stored in the 'Cloud' and accessed from there.

Moved Judith Want, Seconded Angela Poulish

That the LGSHA purchase an accounting software package that can be used in the 'Cloud' up to the value of \$500.00.

CARRIED

KidSport Vouchers

The meeting looked at the value of KidSport Vouchers and proposed values for each grade. It was agreed the value of each junior grade for KidSport payments would be as follows:

School year 11/12 up to U18	\$200.00
7/8 and 9/10s	\$150.00
3/4 and 5/6s	\$120.00

The meeting agreed Nicole Scott would be the contact for Kidsport Vouchers.

Hook Into Hockey (Hin2H) Fees

The meeting also discussed the fees for Hin2H. The meeting agreed as follows:

Hin2H with a pack	\$80.00
Hin2H without a pack	\$40.00

These fees would be advertised on the Hin2H registration form.

7. Board Member Reports

7.1 President

No President as yet.

7.2 Vice President

No report from Rodney Light.

7.3 Membership and Development Director

Jude advised she was to catch up with Mel.

7.4 Development Officer

DO phone – update and change the phone?

Mel advised the DO phone was now paid off and she would like to change the iPhone 5C as she doesn't have Apple products to sync with.

It was agreed Mel would come back to the next meeting with a value on the iPhone for potential sale and would present other phone packages options

Action: Mel to advise of the resale value of the Development Officer's iPhone 5C and the costs of a new phone package.

The meeting also discussed internet access for the Registration Days and it was agreed Mel would look at temporarily increasing the data for use on these days.

Time In Lieu – Development Officer

Mel advised she had a number of hours left as time in lieu and was finding it hard to use these hours up. Daniel informed the meeting Mel's work conditions allowed her 12 months to use up any accrued time. Mel currently keeps a list of accrued time and uses it when she can. This time and its use are noted on her time sheet.

It was agreed that Mel was to continue using time in lieu when she can and that increasing the hours of the Development Officer would be considered for the 2017 budget. Sponsorship options for paying extra hours were also discussed.

Development Officer Report

Mel presented her report at the meeting. It was agreed that recent purchases would be reimbursed including the fee for the Level 1 Coaching Course that was to be run by HWA during their visit to Albany on the weekend of 20 and 21 February.

Action: Daniel to contact Darren Rutter at Just Hockey to request some items as sponsorship – a bag on wheels for hockey sticks used at school clinics and some training implements such as ladders.

7.5 Coaches Coordinator

Adam advised all had been covered by Mel in her report.

7.6 Programmes Director

Dates for the start of the season were discussed including - finals dates to be before the AFL final, no late Saturday games and the number of rounds. It was agreed (open to change) the grand final for seniors would be Saturday 10 September and for the juniors – Saturday 3 September.

Start dates were agreed as being 2 April for seniors and Friday 29 April for the juniors – 11/12s to Under 18s first to start.

The timeframe for Hin2H was discussed. It was suggested the programme was too long in 2015 and needed to be shorter in 2016.

Geoff advised Mount Barker will run a Hin2H programme at the turf in Mount Barker.

Hockey Fixtures Sub-Committee

A Sub-Committee was appointed for Hockey Fixtures to be made up of the following – Angela Poulish, Adam Scott, Geoff Sandilands and Tracy Menegola.

7.7 Records/Permits Officer

The position is still vacant.

Membership of the Permits Committee/Tribunal would be discussed at the next meeting on 8 March 2016.

7.8 Marketing and Promotions Director

Daniel advised he would have a report for the March meeting.

7.9 Facilities Director

Richard was an apology for the meeting. See attached report.

Windows for the Clubhouse

Richard had obtained some quotes for the replacement of the windows in the clubhouse.

Action: Richard to demonstrate and describe the style of windows he had received quotes on at the March meeting.

Note – the replacement of the windows for 2016 has actually been budgeted for (error on the part of the Secretary). The amount of \$2,500 is allocated for the purchase of the windows and \$600 for their installation.

Purchase of Hand Dryers

The meeting agreed to the purchase and installation of Autobeam hand dryers.

Quote for Patio to Scorer's Box

The meeting looked at the quote received for a proposed patio from the roof to the Scorer's Box. The amount of just under \$5,000.00 quoted is not in the 2016 budget so will be considered for 2017.

50/50 Lighting Towers

Action: Richard to update the Committee at the next meeting in March on the City of Albany's proposal that the Association will be required to contribute 50% of the cost of repairs to the lighting towers in the future.

7.10 Umpire Coordinator

Rodney advised there was still no Junior Umpire Coordinator as yet.

The meeting discussed advertising that mouthguards and shin pads were compulsory when playing hockey on the turf or at the indoor carnival. It was suggested wording indicating this should go on the registration forms.

Action: Rodney to follow up the possibility of having this rule in Association competition with HWA on the weekend of 20 and 21 February when they are in Albany and Mount Barker.

The meeting also discussed the 'over the shoulder' rule and whether it would be introduced to the LGSHA competition starting with the A Grade and 11/12 U18s competitions.

Action: Rodney to discuss the 'over the shoulder' rule with Murray Grimes and would bring results of the discussion back to the March meeting.

7.11 Uniforms Coordinator

No report from Sarah.

7.12 High Performance Liaison

No report from Geoff.

Mel advised she had contacted Shane Tonkin and reported there was no merchandise to come from HWA or Hockey Australia.

8. Club Delegate Reports

8.1 Mount Barker Hockey Club

Geoff advised he was the delegate representing Mount Barker for 2016.

He stated the Chairman of Hockey Australia was to officially open the Mount Barker turf in April.

The Mount Barker AGM was held on 14 February. Geoff reported the club would be fielding two mens B grade teams, an A grade and B grade womens team, a 11/12 U18 boys and girls team, 7/8 and 5/6 boys and a 3/4 mixed team.

Geoff asked about nominating colours to differentiate between the two mens B grade teams.

8.2 Manypeaks Hockey Club

Daniel advised Kathryn Slattery had played well at Bunbury against the Great Britain team.

8.3 Spencer Park Hockey Club

No report.

8.4 Tigers Hockey Club

No report.

8.5 North Albany Hockey Club

Jo Stevens advised she was the delegate for 2016.

North Albany requested that back to back mens and ladies fixtures be considered for 2016.

8.6 Vikings Hockey Club

Registrations Online – Association to Advertise on Website – Apply to All Clubs

The meeting agreed the Association was willing to advertise information regarding club registrations on the website.

It was noted that Susan Heberle had offered to enter all data for clubs onto the database for which the Board expressed its thanks.

9. General Business

9.1 Venue for 'After the Game' – Indoor Hockey Carnival

Rodney agreed to pass the word to teams playing in the indoor carnival that Due South was a good venue for after the games. The Association Clubhouse would not be open.

9.2 Veterans Hockey Game – Paul Murray and Rob Gallimore to Organise – What Can we Provide?

The hire of the turf and an open bar would be provided by the Association.

Action: Amy to forward information to Richard so he could coordinate with Amanda and John.

10. Next Meeting

Tuesday 8 March 2016 at 6.00pm.

11. Meeting Closure

Daniel closed the meeting at 8.38pm.