



Lower Great Southern Hockey Association Inc Board of Management

Board of Management Committee Meeting Minutes Wednesday 4th March 2020

1. Welcome

Location: Albany Hockey Club Rooms

Present: Alex Bott, Claire Teale, Damien Stevens, Andre Gabriel, Marisa Edwards

By special invite: Dan Smith

Apologies: Dinah Gordan, Courtney Robinson, Hudson Field, David Marsh,

Meeting Opened: 7.10pm

2. MINUTES OF PREVIOUS MEETING

Resolved that the minutes of the meeting held on 3rd February 2020, circulated by email be taken as read and be accepted as a true and accurate record of that meeting.

Approved – Andre Gabriel

Seconded – Marisa Edwards

3. DECLARATION OF INTERESTS

Board members are to consider at the commencement of the meeting if they have a conflict of interest in relation to any of the items on the meeting agenda.

Conflict of interest declared:

Alex notified that he works at the city and would remove himself from any decisions where they come into conflict.

4. CORRESPONDENCE



4 Feb to 3 March
2020 Meeting.xlsx

Accept correspondence as tabled.

Approved - Andre Gabriel

Seconded – Marisa Edwards

5. BUSINESS ARISING

5.1 Business Arising from Correspondence

Senior Competition Outcomes – Fixturing and Competitions Committee need to convene to discuss. Hudson will liaise with his sub-committee

Damien – requested an update on CBH Grant Application – Deck and Undercover Area has been applied for, not kitchen. Some confusion from last meeting, grant now closed. Consider application in next round.



Lower Great Southern Hockey Association Inc Board of Management

5.1.2 Action items to be tabled and updated from last meeting

Who	What	By When
Courtney/Dinah	Collaborate to ensure ARK Grant executed as required. Keep lists to ensure transparency for grant reporting.	Ongoing update next meeting
ALL	Fuel to Go & Play – online training for HealthWays Grant. Everyone encouraged to complete including any support staff. Fuel to Go & Play online training	To remain on agenda for season until all board members have completed
Courtney	RSA and Approved Manager Training – expression of interest logged. Alex to follow up on best value Approved Manager and RSA training.	Completed Circulate to clubs once licence arrangements are confirmed.
Courtney	Reimbursing Incorporated clubs Motion to honour registration costs up to the value of \$200. Carried	Ongoing – to remain on agenda until all clubs incorporated as required by constitution
Damien	Send a list of Tradies associated with Association to David Marsh, including any sponsors who may also be called upon.	Done.

5.1.3 Circular Motions – As passed on email communication

“Changes required to Board minutes for January 8th” – Carried

“Approval of print advert formatting and design” - Carried

“Approval for Advertising in Advertiser and Weekender” - Carried

6. Finance



200229 - Balance Sheet.pdf



200229 - Cash Flow Statement .pdf



200229 - Creditors .pdf



Final Fees Schedule.pdf



YTD P & L .pdf



200304 - Finance Directors Report.doc



LGS HA 2020 Team
Fee Calculator - FIN/

Acceptance of Financial Reports for the period ended 29th February 2020.

Seconded – Alex Bott

Carried

Acceptance of final game fees. Adjusted to reflect Mount Barker Hire Charges – as circulated and attached

Seconded – Marisa Edwards

Carried

Business arising from Report



Lower Great Southern Hockey Association Inc Board of Management

1. Payment of "Spurr of the Moment Design" for Graphic work - \$396. - Approved
2. Adverts in Albany Advertiser (5/3 - \$140) and the Weekender (\$190). Approved. 6 weeks total please also put in schools and on Group chats on FB if possible. Suggestion was Albany mums chat?

3. 3/4 and 5/6 Affiliation Fees –

Motion "That the affiliation fees for the 3/4 and 5/6 age groups be capped at \$50". - Carried

Treasurer to work with clubs to understand other current charges and to make a reimbursement plan to be approved by the board if required.

Need to understand total cost to players so that the association can advertise and promote Hockey as a sport of choice for families with a low cost, especially when for these age groups also includes stick kit for new players.

7. Directors Reports



Alex Directors



VP REPORT 4



LGSHA Meeting



Marketing and



Development

Report-newtemplat MARCH 2020.docx Report Country ChaPromotions Director 04032020.docx

Business Arising from director reports

Alex – President

Invite Hockey WA for May Meeting. Claire to complete

Teams for open day – exhibition day – Alex working through the numbers with Andre in hand.

Cabinet function – Mick Murray talked specifically for funding potentially for women's changerooms. This may present an opportunity for the association to keep an eye out for possible funding that might be available. Will follow up when required.

Sending apologies to Hockey WA for the AGM as it clashes with our Open Day.

Andre – Development

Motion – That the development officer develop and implement a program where each senior club is offered \$500 to run a fully subscribed coaching session, that runs for a minimum of one hour, and all conditions must be met."

Carried

Planning to organise a training session to try and increase Men's Country Week participation.

Andre will write up communication for FB and an email.

Will also help out with the Women's Country Week collaboration.

Motion – that the association cover turf sessions for both the upcoming relative country weeks – carried

Consideration for a draft for senior hockey much like football and cricket do. Will need to discuss more over the season through the senior competition committee.

Some discussion around school's competition versus supporting club competitions. How do we support schools but create a pathway for kids into senior clubs?

Will arrange a Junior development committee meeting in the next 2 weeks.

Junior Trials will be advertising, and selection policy will be followed

Damien – Marketing and Promotion

Continuing chasing up sponsors. Discussed assistance if required for 2020 Championship.

Damien advised where to get logos – from Eye rite if required.



Lower Great Southern Hockey Association Inc Board of Management

Marisa – 2020 Championships

Working with Jude at City of Albany and Hockey Australia

Meeting this morning with HA, still waiting for outcomes and updates.

There are a number of items that we will need to work through to be provided.

WIFI, Dugouts and Tech Bench locations are of particular note. Work ongoing

Absent Hudson – pointes discussed.

Core 7 to be worked on.

Also umpire coordinator role remains unfilled. Need to canvass someone to assist in this role.

8. New Business

Official Turf Opening

- Run sheet – MC (Alex), how will the Ceremony be structure.

Action - Alex is onto this and will liaise with Mitch Green to ensure that COA requirements are met.

- We need to organise an official "Cutting the Ribbon" where does this come from?

Action - Claire to organise a ribbon from Spotlight.

- Life members presentation - need to organise life members pins and flowers. Marisa has organised pins.

Action – Courtney/Claire to arrange other gifts as appropriate.

- Canteen/Food – Saturday basics, Sunday do the main canteen. Need to set a menu and work out and arrange a committee to execute.

Action - Marisa, Claire and Courtney to meet and decide, then approach possible volunteers to assist.

- Can we get a real coffee machine on site? - Hudson has spoken to Adam Scott – just finalising details. Hoping for to have coffee machine and a couple of kids who are learning to make coffee from 8 – 12 on Sunday. Otherwise consider calling in a van, and asking for a small percentage of total sales?
- Courtney has asked Jude from CoA if we could use their bouncy castle. Fully supported but if it doesn't come off that's ok.
- Promoting Hockey WA clinics –

Action - Courtney to push advert through to papers. Approved to run for 2 weeks if required.

- Volunteer recognition (turf committee crew, Sam, Damo, Doaky, Gary & Shane).

Action - Courtney, Claire and Marissa to consider appropriate gifts or recognition. Exec to approve as required.

- Publicity & Media –

Action - Damien to contact Advertiser & weekender for journalist attendance. Marisa will also talk to Taj Stubber during the week.

Fixtures and Competitions

- Women's A is a concern for numbers.
- Discussion around considering ways to allow for B graders to play up if required. To be discussed in future meetings
- Consideration for umpires when the opportunity arises to fixture a home game for barker and run games on turf back in Albany.
- Good response for 5, 5 and 5 Fridays, Saturdays and Sundays.
- Junior development committee needs to meet to finalise grades as soon as possible
- Core 7 needs to be re-visited. Discussion around some of the points needing to be clarified so that the player community is clearer at the beginning of the season.

Action - Hudson to follow up before nomination.

- Nomination date for teams is Friday 20th March to allow for adequate time to fixture appropriately

Action - Claire to send email to clubs and delegates detailing the above.



Lower Great Southern Hockey Association Inc Board of Management

Other

Damien raised the health of the turf going forward to ensure its longevity. He expressed desire to work through with Tiger Turf the key points of management to maintain our new surface. Discussion around ensuring we also communicate with ALAC on the matter, so all parties are on the same page.

Damien also raised a number of other small improvements required around the general vicinity to improve player and member safety.

Action – Damien to create the list of potential items for us to consider taking to ALAC. Please send him your ideas for addition.

Action – Damien to work with COA and Tiger Turf to create a Hockey Turf Health / Maintenance document for reference.

NEXT MEETING

Location Albany Hockey Clubrooms: April 13th 7pm

	Date	Time	Location
April	13 th	7pm	AHC
May	11 th	7pm	AHC
June	8 th	7pm	AHC

MEETING CLOSURE – 9.50pm