



Minutes of the LGSHA Board of Management Meeting Monday 11 March 2019

1. Welcome

Location: Albany Hockey Clubrooms

Present: Courtney Robinson, Claire Teale, Tania Hathaway, Simon Whitford, Damien Stevens, Sam Brown, David Marsh, Marisa Edwards (Special Invite), Hudson Field, Elyce Proud (minutes).

Apologies: Peter Warren

Opening and Attendance. Meeting opened at 1900

2. MINUTES OF PREVIOUS MEETING

Resolved that the minutes of the meeting held on 11 February 2019, previously circulated by email on 27 February 2019, not yet accepted, Claire to make additional changes and circulate via email before next meeting

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: None.

4. BUSINESS ARISING

4.1 Action Items discussed see attachment.

4.2 Reports

Board Directors Reports circulated with the agenda tabled and accepted.

4.2.1 President

-Liquor Licence discussion to get full licence. Simon queried what our liquor licence requirements are and how to get them. Board unsure of the process.

- Follow up: Look into Clubs WA for RSA concession.
- Action: Simon to contact Richard Doak for requirements and process for a liquor licence (full/restricted)

-Letter from Mount Barker (received 8th of March)

- Discussed Mt Barkers letter explaining Mount Barkers responsibility in the operation of their turf.
- Resolved: The association acknowledges Mount Barkers request however the association expects the basic level of provided amenities during fixtured games.
- Action: Simon to reply to Mount Barker

4.2.2 Vice President



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-Kitchen Layout. Sam proposed 5. Looking to minimise cost by keeping fridges and bar in current position. Discussion to keep kitchen as reheat facility or go more commercialised to make money from sales of various hot foods. Player viewing platform also discussed. Options 1 & 2 were decided to be too small and Option 5 was ideal however would restrict spectator viewing and require additional funds. Costing by QF to be done free of charge. Claire mentioned CBH infrastructure grant is open.

- Resolved: Board decided options 3 & 4 met current requirements.
- Action: Sam to follow up options 3 & 4 with QF and return to the board to view. Costing to be done in the next few weeks and circulate via email prior to next meeting.
- Resolved: Apply for CBH infrastructure
- Action: Courtney to be point of contact for grant application. Claire to provide her with details

4.2.3 -Hosting 2020 Country Hockey Championships. Association was approached by the city of Albany to potentially host CoA has been approached to potentially host country hockey championships August 2020. Cost is \$20000 to be shared between CoA and LGS HA. Sponsorship would reduce this cost. All agreed it is a great opportunity to promote our hockey association with new turf and kitchen facilities.

- Action: Sam to give expression of interest.

4.2.4 -Development Officer Report. Report tabled and accepted.

-David queried the Development Officer's requirement to attend board meetings as a part of her job description. The executive committee agreed Dinah's involvement would be crucial due to her connections at the junior levels and with external stakeholders.

-Also discussed the associations \$100 contribution towards state player recognition.

- Resolved: The association will continue to pay \$100 per player per state team. Simon to move, Claire seconds.
- Action: Courtney to find and edit association letter, send email and pay Tallulah Goldthorpe and Amy Sandilands.
- Resolved: Development officer to be a constant invite to board meetings and receive agenda correspondence monthly.
- Action: Dave to contact Development officer and ask for her job description.

4.2.5 Marketing and Promotions

-Damien concerned about charging full for sponsorship when we may not be at Albany turf for the whole season. Decision pending result of turf viability for the season.

- Action: Courtney to wait to invoice an extra 10 days



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4.3 Competitions and Fixturing.

- 4.3.1 Feedback received from Grammar, Manypeaks, North Albany, Bethel & Mt Barker in regards to discussion for 2019 Playing Season. The board also thought it would be beneficial to meet with the clubs and touch base regarding the forthcoming season.

-No majority opinion was given.

- Resolved: Can't move forward until registrations are available and turf decisions made.
- Action: Call a Special General Meeting in a couple of weeks' time. TBA after more details and decisions on turf replacement.

- 4.3.2 Game Day Registration Platform per HWA email received and discussed. Competitions Module not being rolled out in 2019.

-Membership and player registration will still be managed by clubs in GameDay System

-Use old OST system for fixturing and competitions. Marissa is familiar with this system as the association used it in 2018.

-Questions listed on Game Day registration at association level that were decided upon by board;

- Resolved: Add following questions
 - WWCC number and expiry.
 - Current RSA yes or no.
 - Consent to having photo used for marketing and promotion purposes yes or no.
 - Umpiring interest.
 - Which areas interested in volunteering or unwilling to assist.
 - Association level which Grade are you playing in - ask one grade only.
- Ensure registration wont charge one person twice if playing up with different club therefor register with your priority grade and priority club first.
- If no Affiliation to club go through Dinah (development officer)
- Registration open ASAP (15th March) to be closed on the 7th of April
- Action: Courtney to email Ryan at Hockey WA to let him know LGS HA will be using OST for competition and fixturing and Game day platform for membership. Also Courtney to email club delegates / representatives with instructions for clubs to set up their own products and send unique link to their participants.
- Courtney to hand over Game Day organisation to Claire and Marissa.

4.4 Umpiring

- Discussions with Sarah Masters regarding Hockey WA information day to send notes to Albany.



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4.5 Facilities

- New quote for roof repairs to be given to Peter to follow up on.

4.6 Turf Replacement Process.

4.6.1 Hockey WA to inspect turf suitability for playing on. The association would like a second opinion (independent) to the Murray Grimes report. Discussed that if we can get liability waived and are able to fix the current turf at minimum cost, it would be better to play and replace turf in the off season. All agreed playing on the turf this year would be preferable if we can minimise risk.

- Decision Pending: whether we can play on turf – will CoA wipe liability so we can play on it this year
- Action: Contact HWA and check if algae is cleaned up could the turf be used this year and replaced in off season? Ask CoA to get an independent assessor to check the viability of the turf for this season – Sam to follow up
- Resolved: Due to the contentious issue surrounding the turf replacement, the board members request any future meetings with the City of Albany to be documented and forwarded to the board in a timely manner.

4.6.2 The board decided we should express our interest in the feasibility for co-location at Collingwood Park. We believe this to be an expression of interest and not a full commitment to the relocation. On the provision Hockey can retain an identity.

5. FINANCE REPORT

5.1 The Financial Report for the period ending 28 February 2019 is tabled and accepted

5.2 St Johns Defibrillator

-St Johns have asked that in order to receive the grant the defibrillator has to be outside the gate in order for all to access it. Discussed and decided that is not a viable option as it poses risk of getting broken or stolen and additional association costs.

- Action: Courtney to contact St Johns and state outside of fence is not an option however just inside, mounted on the current structure would work if permitted.

5.3 Decision – Quote received from Kim Butfield for Club Constitution workshop \$250 + GST and need to set date. Board discussed and accepted quote. All clubs to be involved.

- Action: Courtney to contact Kim to accept quote and confirm date.

6. CORESPONDENCE

Resolved that the correspondence report 1th February 2019 – 28 February 2019, be taken as read and be accepted as a true and accurate record. Secretary to ensure correspondence is circulated to appropriate board members.



**Lower Great Southern Hockey Association Inc
Board of Management**

7. NEW BUSINESS

Nil

8. NEXT MEETING

Location Albany Hockey Clubrooms: *Monday 8th April 2019 18.30 (first hour dedicated to strategic planning).*

	Date	Time	Location
April	8th	18.30	AHC
May			AHC
June			AHC
July			AHC
August			AHC

9. MEETING CLOSURE

Meeting closed at 21:17