

# AUGUST 2016 BOARD OF MANAGEMENT MEETING MINUTES



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BOARD OF  
MANAGEMENT  
MEETING  
MINUTES HELD  
ON 16TH AUGUST*



**MANNING VALLEY HOCKEY ASSOCIATION MINUTES OF  
Minutes of the July Board of Management Meeting held Tuesday,  
16<sup>th</sup> August 2016 at 6 pm**

**PRESENT:** Craig Colvin, Doug Davidson, Lynne Turner, John Surtees, Timothy LeStrange and Dylan Turner

**ABSENT:**

**APOLOGIES:** Bronny Fuller, Deb Mounk

**VISITORS:** Nil

**CONFLICT OF INTEREST:** Nil

**OCCUPATIONAL HEALTH AND SAFETY:** Nil

- 1. MINUTES:** Minutes of the July meeting be accepted as a true and correct.

Moved: John Surtees

Seconded: Timothy Lestrangle

- 2. BUSINESS ARISING FROM THE JULY MINUTES**

- I. Mens Masters 2017:** MOU has been signed and sent to HNSW
- II. Taree Lions Club for Grand Finals :** Agreed to do the canteen
- III. RSA Course:** It has investigated and found that there are courses in Newcastle and Coffs Harbour. Online courses are \$110.00. The meeting agreed to reimburse members who complete a course %50 of the course fees and complete FIVE shifts in the clubhouse bar shifts are 6-9 pm , 1-4.30 pm and 4.30 – 8 pm.
- IV. Bar for Grand Finals :** Max Durrington to be offered the position at \$20.00 per hour. Dean Wyman is another person that may want to do the job.
- V. Horn for Score board TLF -** Secretary to investigate
- VI. Umpires for Grand Final:** Meeting informed that Adam Birkefeld has organised the same umpires from last year to do the Grand Final Matches.
- VII. Joint Match Committee Meeting.** 6pm Saturday night.
- VIII. Women's Masters Debrief:** Debriefing 7.45am Saturday 20<sup>th</sup> August at the Club House
- IX. Jumper Storage of Women's Masters Jumpers:** Doug to investigate storage bins for jumpers. Bunnings may have them.

### 3. August Correspondence

- 1.15/7 Telstra account \$79.99
- 2.28/7 corporate card \$999.58
- 3.28/7 Townhead account \$396.59
- 4.31/7 Commonwealth Bank business loan \$44,558.18
- 5.31/7 JR Richards account \$891.65
- 6.8/8 Robert Simpson under 15 indoor trials
- 7.8/8 Deb Monck amalgamation of rules
- 8.8/8 Linda Ferguson wrong time on women's draw
- 9.8/8 Craig Colvin hosting agreement over 55 men's championship
- 10.Bean and About cheque \$350
- 11.8/8 Elgas account \$258.00
- 12.28/7 Peter Frappell over 40s Moorebank report
- 13.28/7 Hockey New South Wales hosting agreement 2017
- 14.28/7 Michael cross York Cup and Kim Small Shield report
- 15.28/7 Hockey New South Wales Under 13 Boys State Blues team
- 16. 28/7 Far North Coast remittance advice \$1715
- 17.28/7 Hockey New South Wales indoor rankings
- 18.28/7 2000 16/2 state women's masters rules and regulations
- 19.28/7 hockey New South Wales EQI 2017 championships
- 20.2/8 inverell hockey Association tournament information
- 21.2/8 Doug reimbursement to Shane \$656.22 and \$118.75
- 22.2/8 country clothing account \$10,500
- 23.2/8 Hockey New South Wales President's Report
- 24.2/8 Peter Frappell Representative training for upcoming Australian Masters Chps (Adelaide) commencing 26th Sept. 2016. Request training time each Thursday morning between 9am-11am till 15th Sept. 2016
- 25.2/8 LT Clubhouse Directors duties
- 26.2/8 LT Bar roster for 7/8 catch up
- 27.4/8 Tigers hockey club registration for Tianna Pitman and Jordan Hardy
- 28.5/8 Deb Monck forum to discuss amalgamation of playing rules
- 29.5/8 Junior Match Committee perpetual trophies shortlist
- 30.8/8 Hockey New South Wales guide to keeping junior participants safe and working with kids Handbook information coaches managers and officials
- 31.8/8 Hockey New South Wales Introduction to revolutioniseSPORT in 2017
- 32.8/8 (Doug) Peter Frappell registration for Rhett Patterson
- 33.9/8 Junior Match Committee Minutes for 8/8
- 34.10/8 Doug hockey New South Wales invoice for women's masters \$10,500 and officials list for reimbursement and FAIM \$2460 received women's masters
- 35.11/8 Leanne Yarnold Gala Day Draw
- 36.11/8 hockey New South Wales 2016 – 17 summer indoor registration fee
- 37.11/8 Central Coast indoor hockey regional carnival for under 13 and 15-year-olds
- 38.11/8 Hockey New South Wales hockey facilities workshop
- 39.11/8 Katrina Green nomination for committee rules forum
- 40.14/8 Tony Lewis apologies from Tigers hockey club due to training night clash
- 41.15/8 hockey New South Wales nominate a champion of database

42. 16/8 LT August clubhouse directors report (attached)

**4. Financial Report**

As tabled at the meeting

Bank reconciliation \$24,308.09

Profit/loss \$22990.00

Jumpers \$21,869.00

Account sent to HNSW Women's Masters \$6700. No money received from HNSW for Under 15 and Women's Masters

**Motion:** *"That the Treasure's Report be accepted as presented and that all accounts to be paid"*.

**Moved :** Doug D avidson

**Seconded:** Timothy Lestrangle

**Carried**

**Please Note:** A copy of our August Financial statement is available to our members by contacting the Association Secretary.

**5. Directors Reports**

**a. Club House Director**

See Report attached

i. Cryovac Machine- use Craig's until end of year.

ii. Duty Roster- recognised that there is a demand on directors to do club house duty. Maybe members be asked to stay behind to help pack up.

**b. Umpires Director (DM)**

Started the review of association rules.

**c. Turf Director**

Turf Bookings:

Tuesday 11am to 1pm 23<sup>rd</sup> August

Wed 9.30 am to 11.30 am 24<sup>th</sup> August

**d. Coaching Director**

One on one done with RCC.

**i. GENERAL BUSINESS:**

**a. Re Team Reports**

Some are reports have not handed in.

**b. Mid Coast Council**

Craig has met with Mid Coast Council-

Association will have to pay for globes and electricity

Contract for championships for next year still okay Over 55;s and possibly either Under 15 boys have been offered to Taree.

\$20,000 has been set aside for Women's full state if given to Taree. An application to host the championships in 2017 is being done now council. May also get either Under 18 boys or girls in 2017.

**c. Presidents and Secretaries Meeting Tuesday Night 7pm.**

Agenda

WWC booklet to be circulated

Revolutionise sport

Playing Rules – update on progress

Ask for items on the agenda.

**d. Grand Final Luncheon**

Invite same people as last year

Meeting closed at 7.55pm

We agree that the minutes are a true record of the business attended to at this meeting

Signed: \_\_\_\_\_

John Surtees  
Secretary

Signed: \_\_\_\_\_

Craig Colvin  
President

**Attachments**

Clubhouse Director's Report – August 2016.

The Women's Masters held the end of July Catering:

Over catered for the following items which were split up, cryovaced and frozen for use on normal competition days.

Steak, Chicken Schnitzels, Rissoles Bread Rolls and Bread. Noted that when cryovac before freezing and then thawed the product was in a better condition than when just wrapped in glad wrap or put into zip lock bags. So would like to get a quote on one for use at the club house and the end of each weekend. Also have plenty of the single serve wine, and this will be sold before purchasing any more large bottles of wine.

Unfortunately a huge loss was incurred with the Jumpers bought and will need to look at using these for other purposes to cut down our losses.

The Canteen ran well, but the wait time was excessive at sometimes, even though we had 4 on the counter serving the lines were quite long. An option to reduce this in future would be to set up a BBQ outside next to the ramp and sell the Steak Sandwiches and Egg and Bacon Rolls and limited drinks

range from here. This will mean an extra 4 volunteers and the spare cash registered used in this location.

Will also need to look at having more trained up to work the Front Counter to give Gloria and Dot a break as they worked over and beyond over the weekend serving non stop on the counter.

Have changed from Bushland Tavern to the Exchange Hotel due to the increase in prices of products now that the new owner has taken over.

Contacting Taree Lions Club to organise them for the Grand Final day for the Canteen Duties.

I would like to thank those who helped out whilst I was away on Holidays.

We are on the downward run to the end of the season and I am sure a few are looking forward to this.

Have searched again for any local RSA Courses being held but closest ones are Coffs Harbour or Newcastle. The majority are for Online Courses, maybe this is the way to go, that way members can do the course at home or on the Club House computers and once they have presented they certificate and photo ID Card the Association will reimburse them half of the cost. Maybe another reminder that if we can't get volunteers to cover the bar then the prices would be increased to cover this as a paid shift. (which would be been \$18 to \$24 per hour) but not sure how we stand with having paid employee's covering the bar, would we have to have Workers Comp cover etc. Cover time would be approximately 13hrs each weekend costing approximately \$234 each weekend.

Duty Roster – on this matter maybe we should look at increasing the number of persons allowed to lock up – in the past is has always been a Director. But with now having to have two Directors rostered on for each shift and need to cover Thursday Night, Friday Night and all Day Saturday, this means that 8 Directors are needed to work each week and at the moment only have 8 Directors means that most end up working more than one shift for the weekend due to not all Directors being available to work every weekend. I am happy to discuss other options to lighten the load for the Directors.

Lynne Turner

Club House Director

15<sup>th</sup> August 2016