

MARCH 2016 BOARD OF MANAGEMENT MEETING MINUTES



Meeting held 21st of March

*Manning
Valley
Hockey
Association
Inc.*



MANNING VALLEY HOCKEY ASSOCIATION INC.
2016 March Board of Management Meeting Minutes 21st of March 2016

Meeting opened: 6.05pm

Present: Doug Davidson (DD), Bronny Fuller (BF), Timothy Lestrage (TL), Craig Colvin (CC), John Surtees (JS), Shane Green (SG), Dylan Turner (DT), Shaun Muldoon (SM) and Lyn Turner (LT)

Apologies:

Absent: Nil

Visitors: Nil

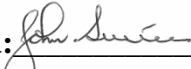

Item	Business	Action
1.	Conflict of Interest : Nil	Nil
2.	Minutes of the 2016 Feb Board of Management Meeting held on the 25 th Feb Motion: “ <i>That the February 25th BOM Minutes be accepted as tabled</i> “ Moved: JS Seconded: DM Carried	
3.	Business arising from 25 th of February Board of Management Meeting Minutes a. Light control using smart phone b. Halytech Quote for lighting control \$3913.80 not including electrical work not in to connect it. Due to budgetary restraints the meeting decided to not to proceed c. The Association received a visit from hockey New South Wales Pres and CEO. They appeared to be happy with what is occurring Manning Valley hockey Association. d. Gary Berg sign has been completed and needs to be erected. Gary will need to be invited when it is complete	
4.	Correspondence <ul style="list-style-type: none"> • March Correspondence • HNSW 2016 Affiliation and Membership Registration Fee Schedule • HNSW Affiliation and Membership Policy • LT Copy of Limited Licence Dates for 2016 • FW Office of Sport - Sport and Recreation workshops and courses • HNSW Hockey NSW President's Update - February 2016 • HNSW Rules of Hockey 2015 - Adjustment to Rule 13.2 as at 16 February 2016 • HNSW Rules of Hockey 2015 - Adjustment to Rule 13.2 as at 16 February 2016 • SHARKS HOCKEY CLUB under 15s girls interested in rep • SHARKS HOCKEY CLUB un 15s boys trialling for reps • Sports Strapping Course Enrolment course2 • Taree Tigers Hockey Club - Team nominations 2016 (3) • CloudBT Account \$30.00 • NSW Men’s Masters is inviting nomination for the Men’s Over50’s Field Championships to be held in Bathurst from May 20th – 22nd • HNSW the “Masters Only “ category for Hockey registrations 	DD

- Taree West HC possibility of pulling out our 11's team
- Junior Match Committee March 22nd Minutes
- NSBHA training run on our arrival to Taree for 15G FSC
- HNSW Under 18 Boys Field State Championships close at 5:00pm Friday, 25th March 2016
- Men's Match Committee Meeting Minutes 21st March
- Great Lakes Great Lakes Strikers will be unable to attend the meeting tonight
- HNSW Toyota Drive my Club Raffle in 2016
- Sharks HC list of girls from Sharks interested in rep trials
- Chatham Hockey Clubs Women's Frozen & Unfrozen Players for 2016
- Junior Match Committee Meeting Minutes 15th March
- Manning Signs Account for Gary Berg Sign \$286
- LT Junior Canteen Roster up until the June Long Weekend
- HNSW [newsletter from Sports Community](#)
- Minutes of the Joint Match Committee meeting held on Tuesday 15th March 2016 at 6.00pm
 - Halytech Quote for lighting control \$3913.80
 - Taree Tiger's Team Nominations
 - LT Draft Men's Draw
 - Deb Monck Draft Nomination of Umpires Form
 - Town HC Name of Senior Representative Team Committee nomination: Narelle Salmon
 - Chatham HC Team Nominations
 - Wingham HC Under 15 boys Rep Team Nominations
 - Taree West Team Nominations
 - Cougars Team Nominations
 - Wingham HC Team Nominations
 - Big Red Carpet Cleaners Account \$330
 - Town HC Team Nominations
 - Peter Frappell nominated Manning Valley as the venue for the O/55 & 60 Championships
 - HNSW Association Fees account \$6,855.70
 - Greg Doolan AAP turf hire dates I would like to book ½ of the hybrid field on a Tuesday from 4:00pm to 5:30pm for the following dates.
 - 19th March
 - 5th, 19th, 26th Of April
 - 3rd, 10th, 17th, 24th 31st Of May
 - 7th, 14th, 21st, 28th of June
 - 5th of July
- Tigers HC Request for approval to have a locker/filing cabinet in the upstairs clubhouse area in 2016.
- Sharks HC players from our club interested in trialling for Manning in the under 15s Boys State Championship.
- HNSW Over 55 and 65 confirm associations intention to play in this championship by completing and returning the Team Nomination form by the 11th March
- Shaun Fuller Coach Application for Under 18 girls representative side
- HNSW Part B: [Association Information and Health Check](#) and Part C: [Facility Information](#)

5. **Business Arising from the Correspondence**

	<p>a. Hockey New South Wales raffle. Tickets need to be ordered clubs contacted to ascertain how many tickets they will need. All monies raised by the clubs will go back to them for them to spend on how whatever they wish.</p> <p>b. Over 55/60 state tournament for 2017 has been awarded to Manning Valley hockey Association. This means that Taree will be hosting two tournaments in 2017.</p> <p>c. Tigers hockey club request for a filing cabinet for the use by Di Cubbin as stipulated in their letter be approved.</p> <p>Motion: <i>“That Tigers CH request for a filing cabinet be approved”</i> Moved: DM Seconded: TL Carried</p> <p>6. Treasurer’s report (see attached) Finance Reports</p> <ul style="list-style-type: none"> • March Financial Report • Accounts to be paid <ul style="list-style-type: none"> ✓ CloudBT Account \$30.00 ✓ Manning Signs Account for Gary Berg Sign \$286 ✓ Big Red Carpet Cleaners Account \$330 <p>a. Shane green requested to contact Sportsclean to see if we are not charged twice the travel seeing that they couldn’t do the job on the day due to weather.</p> <p>b. Tradelink are not paying for this sign. This sign will need to be removed from the fence.</p> <p>c. Team registration forms are to be sent out.</p> <p>d. Pete Cubbin to be reimbursed \$30 the sale of alcohol.</p> <p>e. There is still an outstanding account from Chatham hockey club for the trial day the teams from Newcastle.</p> <p>f.</p> <p>Motion: <i>“That the Treasure’s Report be accepted as presented and that all accounts to be paid”.</i> Moved : DD Seconded: BF Carried</p>	Inform club
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7.	<p>Directors Reports</p> <p>a. Clubhouse director</p> <p>i. Canteen roster not complete as draws have not been finalised</p> <p>ii. Women’s division three and four team numbers is a problem. Match committee meeting tonight to discuss.</p> <p>iii. Division one boys need another team. Chatham Tigers and Wingham to make up the third team.</p> <p>iv. Supplies for canteen. Canteen meeting last week decided to go with Saxby’s for the 2016 season. They will be delivering fridges at any time and will be 2 x2 door fridges.</p> <p>b. Turf Director</p> <p>i. turf bookings</p> <ul style="list-style-type: none"> • Greg Doolan <p>29th of March 5th, 19th, 26th Of April 3rd, 10th, 17th, 24th 31st Of May</p>	Match Com
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	BF circulated a photo of a Memorial Stone for discussion. Further information and discussion required.	
9.	<p>Meeting Closed 7.40 pm Next Meeting Tuesday 26th April 2016</p> <p>Signed:  _____ John Surtees Secretary</p> <p>Signed:  Craig Colvin President</p>	

Reconciliation Report

ID No.	Date Memo/Payee	Deposit	Withdrawal
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Account: 1-1000 CBA Cheque Account
Date Of Bank Statement: 28/03/2016
Last Reconciled: 21/02/2016
Last Reconciled Balance: \$9,108.36

Cleared Cheques

388003	2/02/2016	Fair Trading	\$54.00
Dir Cr	21/02/2016	Shane Green	\$145.30
BPAY	23/02/2016	Telstra	\$79.99
Dir Cr	23/02/2016	S K Payne	\$100.00
Tfr	26/02/2016	CBA Credit Card	\$372.91
Tfr	1/03/2016	CBA	\$20.00
388006	4/03/2016	Daralea garden Shop	\$40.00
388007	4/03/2016	Australia Post	\$121.00
Dir Cr	4/03/2016	Saxbys Drury	\$61.16
Dir Cr	4/03/2016	Shane Green	\$24.25
Dir Cr	15/03/2016	Big Red Carpet Cleaning	\$330.00
Dir Cr	15/03/2016	Sports Clean	\$1,682.18
Dir Cr	16/03/2016	Andys Cake Kitchen	\$61.20
Dir Cr	18/03/2016	CBA Commbiz	\$19.80
Dir Cr	18/03/2016	Bushland Tavern	\$721.87
Dir Cr	18/03/2016	Cloud BT Hosting	\$30.00
BPAY	26/03/2016	Telstra	\$80.00
Dir Cr	26/03/2016	Manning Signs	\$286.00
Total:			\$0.00
Total:			\$4,229.66

Cleared Deposits

Dir Cr	1/03/2016	Chq account interest	\$0.05
90022	3/03/2016	Payment; Mr. Tony & Mrs. Paula Smith	\$763.14
CR000106	4/03/2016	Bank Deposit	\$80.00
90023	8/03/2016	Payment; Hunter Academy of Sport	\$57.00
90024	8/03/2016	Payment; Taree Tigers Hockey Club	\$104.25
Total:			\$1,004.44
Total:			\$0.00

Outstanding Cheques

388009	23/03/2016	Coca-Cola	\$2,185.55
Total:			\$0.00
Total:			\$2,185.55

Reconciliation:

AccountRight Balance On 28/03/2016:	\$3,697.59
Add: Outstanding Cheques:	\$2,185.55
SubTotal:	\$5,883.14
Deduct: Outstanding Deposits:	\$0.00
Expected Balance On Statement:	\$5,883.14

Balance Sheet

As of 28/03/2016

Assets		
CBA Cheque Account		\$3,697.59
CBA Business Online Saver		\$13.53
Undeposited Funds Account		-\$3.00
Trade Debtors		\$22.12
Furniture & Equipment		
Furniture - at Cost	\$6,679.60	
Less: Accumulated Depreciation	-\$3,556.00	
Equipment - at Cost	\$14,984.67	
Less: Accumulated Depreciation	-\$2,461.00	
Total Furniture & Equipment		\$15,647.27
Total Assets		\$19,377.51
Liabilities		
Sundry Creditors		\$1,822.00
Corporate Charge Card		
Corporate Charge Card DC**6716	-\$372.91	
Total Corporate Charge Card		-\$372.91
GST		
GST Collected	\$485.29	
GST Paid	-\$698.02	
Total GST		-\$212.73
CBA Loan - Guaranteed		\$46,558.18
Total Liabilities		\$47,794.54
Net Assets		-\$28,417.03
Equity		
Retained Earnings	\$3,068.00	
Current Year Earnings	-\$31,485.03	
Total Equity		-\$28,417.03

This report includes Year-End Adjustments.

Profit & Loss Statement

1/10/2015 To 28/03/2016

Income		
Bar Sales		
Bar Sales	\$3,738.41	
Less: Cost of Stock	-\$2,419.16	
Total Bar Sales		\$1,319.25
Canteen Sales		
Canteen Sales	\$252.09	
Less: Cost of Stock	-\$3,282.81	
Total Canteen Sales		-\$3,030.72
Advertising & Promotion		\$304.55
Electricity - Turf		\$849.78
Interest Received		\$0.69
Registration Fees		\$24.55
Rep Teams Income - Juniors		\$986.36
Sundry Income		\$232.25
Turf Fees		\$708.76
Total Income		\$1,395.47
Gross Profit		\$1,395.47
Expenses		
Administration		\$142.40
Audit Fee		\$360.00
Bank Charges		\$253.50
Canteen Expenses		\$12.28
Cleaning		\$509.24
Clothing & Gear		\$1,415.23
Electricity		\$1,048.08
Filing, Licence Fees		\$134.32
Improvements - Grounds		\$650.00
Insurance		\$4,760.27
Interest Paid		\$12,221.23
Internet		\$477.23
Maintenance		
Clubhouse	\$329.09	
Grounds	\$1,935.98	
Equipment	\$232.09	
Total Maintenance		\$2,497.16
Nomination Fees - Juniors		\$3,086.36
Nomination Fees - Seniors		\$440.91
Rep Team Costs - Juniors		\$1,977.45
Security		\$468.00
Trophies & Prizemoney-Seniors		\$18.18
Waste Services		\$246.79
Sundry Expenses		\$2,161.87
Total Expenses		\$32,880.50
Operating Profit		-\$31,485.03
Net Profit/(Loss)		-\$31,485.03

This report includes Year-End Adjustments.