



MANNING VALLEY HOCKEY ASSOCIATION INC.

BOARD MEETING – Tuesday 15th August 2017

Venue: Taree Hockey Centre

Time: 6pm

MEETING MINUTES

Present: Shane Green, Doug Davidson, Michelle Collier, Adam Birkefeld, Dylan Turner and Deb Monck

Apologies: John Surtees, and Bronny Fuller

Visitors: Craig Colvin project manager clubhouse/3rd field and Steve Race Midcoast Council WH&S Coordinator

Declaration of Conflict of Interest: nil

1. WH and Safety

Prior to meeting a talk was given by Steve Race:

- Any problems with public areas should be reported to council as soon as possible. He was impressed with MVHA quick action when it came to the issue of the path at the u15 tournament and said our actions were exactly what should be done.
- Was satisfied we had a safety grounds and facilities checklist that is conducted at large events.
- Steve said as WH&S officer for Midcoast council he will attend to an audit of the clubhouse building site and send it through to secretary MVHA.

2. Project Manager Report: Craig Colvin

- Electrician will start 16th August
- There will be phone lines into the office
- Floor of new clubhouse will be laid Monday 21st August
- Access to the clubhouse should be the 1st October
- Access to toilets for finals/ grand final?? – may have to organise port-o-loos
- 3rd Turf construction has been approved to a local contractor
- Area will be fenced off within 2 weeks
- 3rd field handover is to be November 2017 and operational 1/1/18
- Need to organise a scoreboard as it will not be included. No other changes at this stage.
- New stadium will affect access to grass fields – will possibly lose 4 ?5 fields.

3. Minutes of the July Board of Management Meeting Minutes

Motion: *“That the Minutes of the July BOM Meeting as tabled be adopted.”*

Move as accepted: Michelle Collier

Seconded: Shane Green

Carried

4. Business Arising:

- Nets – Shane to assign nets to GSMH
- Incident reports not discussed
- Scoreboards and Computers – must source one for new field
- Uniforms not discussed
- Printer not discussed
- Waivers – Doug was still waiting for some clubs. Amazed at how long it has taken and how non-cooperative some clubs have been. Chatham still to provide one waiver. Mick Cross will bring Sharks forms on Saturday
- Adam has arranged Umpires for Grand Finals
- Deb did publicity for Premier League Grand Finals.
- Insurance has been upgraded.
- Risk Assessment – refer above.
- Still need meeting with Gloucester HC.

5. Correspondence :

In:

18/7/2018 Pete Mills Web Designer – problems with server

17/8/2017 Treasurer Budget for Trophies

18/7/2018 Women's Masters AGM Info

18/7/2018 Treasurer Sharks HC Regos

18/7/2019 LT Expression of Interest for Bar Work

19/7/2018 Michelle Collier Point Score

20/7/2018 TWHC Div 2 Men revised regos

20/7/2018 HNSW Indoor Championships Info

20/7/2018 EOI for Indoor positions

21/7/2018 LT Canteen Roster

21/7/2018 LT Canteen Report for July

21/7/2018 Tony Lewis Fund Raiser "Step Back" info

23/7/2018 Michelle Collier Point Score

23/7/2018 Treasurer a copy of letter to Great Lakes HC re lodgement of their Annual Statement.

24/7/2018 Town Hockey this morning \$536.50 which is Inv 304 Turf fees less credit for the Moran Family discount of \$13.50

24/7/2018 TWHC Under 7 Regos

24/7/2018 Scott Armstrong Sunday Matches

24/7/2018 HNSW to pencil us in for Tuesday 5th September

25/7/2018 delegate form to attend the Women's Masters AGM is due TOMORROW Wednesday 26th July.

26/7/2018 HNSW Positions vacant for rep teams.

26/7/2018 Treasurer Junior Trophy Budget.

28/7/2018 LT Roster for 29th July 2018
29/7/2018 Junior Justice Meeting info
29/7/2018 Jaylea Muldoon – Junior Development Committee Info
30/7/2018 Treasurer Tigers HC Rego information
31/7/2017 TWHC Under 7 Regos
31/7/2017 Hockey NSW Oceanic Cup details
31/7/2018 Treasurer Wingham HC Rego Details
31/7/2017 Treasurer Club Waiver Details
31/7/2017 Cougars Under 7 Forfeit and breach of code of conduct
31/7/2017 Scott Armstrong Forfeit by Wingham Under 7 Team
2/8/2017 Mens Div Minutes 1/8/2017
2/8/2017 HNSW Head Smart Promotion
2/8/2018 Thomas Mortlock Email regarding the Yolk Cup
2/8/2017 Town HC payment \$400
2/8/2017 Hunter Academy turf bookings **2018**
Sunday 21st January: 9am-2pm
Sunday 11th March: 9am-3pm
2/8/2017 Michelle Collier Info from Robert Baker
3/8/2017 Shane Green Turf Clean quote for sweeper
4/8/2-17 Sharks HC Under 17 spitting incident
4/8/2017 Tigers HC Waivers
5/8/2017 Town Non Playing Members Regos
7/8/2017 Taree West PS AFT Booking for two primary school matches on Friday 18th.
Boys: Taree West PS v Redhead PS 10.30
Girls: Taree West PS v Redhead PS 11.30
7/8/2017 Town HC Updated regos
7/8/2017 Sharks Updated rego sheets
7/8/2017 JR Richards account \$619.84
7/8/2017 Dawson's Wholesalers Account \$725.15
7/8/2017 Elgas \$134.00
7/8/2017 Townhead account \$66.00
7/7/2017 Com Bank Corp Card \$1587.26
7/7/2017 Com Bank Business Loan \$10 Debit
7/7/2017 Chatham High School Cheque turf Hire \$30.00
7/7/2017 HNSW Summer and Indoor Fees
8/8/2017 Michelle Neal Manager Unde15 Nomination
10/8/2017 GoodSport Promotion Info
10/8/2017 Midcoast Council Elect account \$4145.19
10/8/2017 Midcoast Council Lease account \$585.09
12/8/2017 Wade Harry Application to Appeal
13/8/2017 Deb Minutes of P and S Meeting
14/8/2017 Ray Walters Coach Under 13 Boys Team
14/8/2017 Chloe Bennett Turf Hire 28-30th August
14/8/2017 Scott Armstrong Junior Trophy Winners

Out:

17/8/2017: Jaylea Muldoon – Confirmation of Chairperson's position
18/7.2018 LT Club house Report circulated

24/7/2018 – Scott Armstrong – Last Year Trophy winners
31/7/2017 Clubs Waiver Details from Doug

6. Feedback from P&S Meeting

Damage update, voluntary work by young person responsible. One young boy involved will be volunteering between 3-5pm every Saturday until the grand final where he will be here for 4 hours.

7. Treasurers Report: Doug

a. Contents insurance – as per last meeting agreement on new premium and paid

b. Doug has sourced a hand soap dispenser after discussion with Larry. \$18 each. Can also get bulk liquid hand soap 5L for \$60. Dylan suggested that if they work we could get them fixed in the showers as well

Moved as accepted: Doug Davidson **Seconded:** Dylan Turner

Carried

8. Club House Director: LT

Business arising: From previous minutes

- Teams doing duty – Team duty is still patchy some clubs better than others. Clubs still sending their kids in instead of adults
- Wine sales – big bottles now being sold by 187ml glass \$5 this equates to 1.8 standard drinks. Consider dropping it back to 150ml which equates to 1.3 standard drinks \$4 to make it the same alcohol level as other alcoholic beverages.
- Duty roster – can all BOM members please look at holes (Dom) as we should try and have 2 duty people always. Noted that BOM member is often doing bar (when Max not there) because so many members hold RSA but not many help.

Report: sent to John by LT

- Finals ballot to be held Sat 19th August – Gloucester will be included
- Lions Club will be approached to do Canteen on GF day.
- Jun Gala day 26th August. Planned and costings to Doug
- Max will work the Bar on GF day 1pm till close.
- Dot Stuart resignation letter received (I will give this to you John) – must arrange some type of recognition.
- Armstrong on behalf of Junior Match Committee requested timings for their finals, they will work back from when Senior Matches due to start.

Suggestion by Board – 9 am Div2 Girls then presentation

10:30 Div 2 Boys then presentation

12 pm U11's on TLF (have proper circles) then presentation

All juniors would then be finished by 1pm

- Finals Breakfast instead of lunch this year – Have junior games to watch. Allow those adults that will be playing in finals later in the day time to prepare and still attend matches. Menu will be bacon, eggs, tomato, mushrooms, hash brown, toast, sausage – Shelly is prepared to cook. Will also have a fruit platter, juice, tea and coffee. Start at 730 to cook for breakfast at 8am. Lions will take over after then. John to write invitations – BOM, Life members, Volunteers (Dot, Gloria, Max, Larry, Pete) and club Presidents and Secretaries– please forward any names to John for inclusion.

9. Turf Director: Shane Green

Business arising:

- Turf repair – has been completed and is holding up okay.
- Shane has been fielding many enquiries about field hire and has been emailing the bookings to all BOM members.

Date	Time	Event
17/08/2017	4PM TO 6PM	Ben Handler NSW Training
	530PM TO	
17/08/2017	930PM	Mens Games
18/08/2017	7AM to 830AM	Ben Handler NSW Training
	1030AM to	
18/08/2017	1230PM	Taree West PS V Redhead PS Boys and Girls
	530PM TO	
18/08/2017	930PM	Ladies Games
19/08/2018	8AM TO 745pm	Juniors Games and Men and Ladies Games
21/08/2017	430PM to 830PM	Clubs Training Tigers,Cougars,Town , Wingham
22/08/2017	430PM to 630PM	Chatham Juniors
22/08/2017	7PM to 9PM	Marsters Games
23/08/2017	430PM - 830PM	Clubs Training Taree West, Chatham,Sharks
24/08/2017	4PM - 6PM	Ben Hanlon NSW Training
24/08/2017	530PM - 930PM	Mens Games
25/08/2017	7AM - 830AM	Ben Hanlon NSW Training
25/08/2017	530PM - 930PM	Ladies Games
26/08/2017	8AM - 745pm	Juniors Games and Men and Ladies Games
27/08/2017	9AM - 3PM	Ladies booked Turf ,Wet Games
28/08/2017	430PM - 830PM	Clubs Training Tigers,Cougars,Town , Wingham
29/08/2017	430PM - 630PM	Chatham Juniors
29/08/2017	7PM - 9PM	Masters Games
30/08/2017	430PM - 830PM	Clubs Training Taree West, Chatham,Sharks
31/08/2017	4PM -6PM	Ben Hanlon NSW Training
31/08/2017	530PM - 930PM	Mens Games Semis
1/09/2017	7AM - 830AM	Ben Hanlon NSW Training
1/09/2017	530PM - 930PM	Ladies Games Semis
2/09/2017	8AM - 745PM	Juniors, Men & Ladies Semi Finals

4/09/2017	430PM - 830PM	Clubs Training Tigers,Cougars,Town , Wingham
5/09/2017	430PM - 630PM	Chatham Juniors
5/09/2017	7PM - 9PM	Masters Games
6/09/2017	430PM - 830PM	Clubs Training Taree West, Chatham,Sharks
7/09/2017	4PM -6PM	Ben Hanlon NSW Training
8/09/2017	530PM-930PM	Mens & Ladies Finals
9/09/2017	8AM - 6PM	Juniors, Men & Ladies Finals
11/09/2017	430PM - 830PM	Clubs Training Tigers,Cougars,Town , Wingham
12/09/2017	430PM - 630PM	Chatham Juniors
12/09/2017	7PM - 9PM	Masters Games
13/09/2017	430PM - 830PM	Clubs Training Taree West, Chatham,Sharks
14/09/2017	4PM -6PM	Ben Hanlon NSW Training
15/09/2017	530PM-930PM	Mens & Ladies Grand Finals
16/09/2017	8AM - 6PM	Juniors, Men and Ladies Grand Finals

Move as accepted: Shane Green

Seconded: Doug Davidson

10. **Umpire Director:** Adam Birkefeld

Business arising:

- Team Umpire Nominations for finals – umpires for Junior finals all sorted
- Senior umpires for finals 4 people to all Saturday Div 2 and Div1 Finals will be paid \$500 each = \$2000 as per previous years.
- Jane McNeill to be approached to do the TO duty for all finals
- Semi- finals and Finals using MVHA umpires will be paid \$50 for Div 3 final.
- Trialling ballboys /girls for finals – Dylan to organise a trial on Thursday night in Div 1.

Association Umpires –

- too many games on a day
- Quality and suitability - both these are ongoing issues ?? how to solve
- Payment for finals umpires – see above

Headsets are here and have been used by Dylan and Adam. Review is that they work well. They will be given to umpires who have been selected to do semis' and finals so they can get use to using them.

Moved as accepted: Adam Birkefeld

Seconded: Dylan Turner

11. **Junior Director:** Dylan Turner –Junior Match Committee Report; Monitoring/recording WWC/Minkey 7-11's

- Business arising:
- Junior Finals – all umpires sorted
- Junior Match com report – meeting this wed 16th August

- Complaint from Sharks and Cougars – These were addressed to the match committee and should be addressed there. Only move to Board when/if required
- Deciding on the trophies for juniors
A list was tabled from the Junior Match Committee and the Board was asked for their opinion – this was discussed and noted down on the sheet. The BOM response will be forwarded to Scott Armstrong for the consideration, discussion and final decision by JMC on Wed.
Revisit the number and type/ criteria for trophies
Deb would do a stocktake of all the trophies in the clubhouse. This will enable a discussion for President and Secretaries as well as Match committees, ready for next year regarding the number and type of trophies to be given (senior and junior)..
Discussion about formalising criteria for all junior trophies as nothing exists at the moment.

12. Junior Development Coordinator: DylanTurner - Participation/Recruitment; RCC

Reports/feedback; Junior Championships

- Development Squad moved to afternoons – suits all better.

Tim Le Strange and Dylan to work on a program option to COD in the off season. They will be targeting the U13's and U11's. It will run as a 10-week program (4th school term) at the end of the year. It will run on a school day afternoon. He is not sure of cost yet, will try and keep it as low as possible, cover training singlet ?turf hire reduced.

Also looking at opening it up to current (and future) coaches of those age groups – “coach the coaches”

- Committee forming regarding development applications for chair received from Jaylea and Dylan

Jaylea appointed by Board as Chair, Dylan will be on the committee as the BOM Junior representative.

Moved by Deb, unanimous BOM support

Moved as accepted: Dylan Turner Seconded: Shane Green

13. WH&S and Member Protection Officer: Bronny Fuller – Fields/ Players/ Clubhouse/Defibrillator

Business arising:

- Member protection seminar from HNSW Tuesday 5th sept Was raised at P&S meeting and sent out as email to every member. BOM encouraged to all attend.

No report received

14. Senior Reports: Michelle Collier – Men and Women's Match Committee Reports

- Business arising:
 - Umpiresfor the semis are being organised, applications from clubs have been received.
 - Perpetual trophies need to be organised. John to circulate the criteria out to all clubs to nominate suitable candidates. BOM to have special meeting to decide recipients.

- Doug to let Shelly know 3 shirts B&F senior women + 2 trophies?? Not sure what this is about?? And Frank needs to let association know who is the Best and Fairest Doug/Shelly know 3 B&F men
- Shelly to contact Michelle Chapman re glasses for Women's Masters

15. Publicity: Deb Monck - not done

- Business arising:
2bob Live radio broadcast for finals??

16. Judiciary: Adam

6 players have fronted the judiciary this year.
1 appeal is pending

17. Association Registrar:

All indoor hockey players must be registered with HNSW. If they are outdoor players they are already covered, but any new players must register.

18. Representative Coordinator: Deb Monck– get info and forward to the appropriate people (if they don't already get it)

- Representative committee – call for interested people and meeting charter now up in clubhouse
- Coaching Nominations 3 applications received so far – to be forwarded to Tony Lewis Chairperson Representative Committee

19. EOI for 2018 Championships

- What did we get?

Association will be notified formally at end of August. (Informally we got what we asked for – but will wait for formal notification before informing all clubs in case we have changes)

Need to think about 2019 season with 3 turfs we can hold a lot more carnivals ? full sate Women's Masters.

20. General Business:

a. Final 2017 rules draft for Board endorsement

Board has read over the final draft and endorsed the Senior playing Rules. Discussion occurred around the merging of men and women match committees into one senior match committee. This will be outlined at the next P&S meeting when the Rules will be presented to Clubs.

Motion: *“That the final draft of the joint senior playing rules, presented to the Board be adopted for the 2018 senior competition”.*

Unanimous – 6 nil that the motion be passed.

b. Web site upgrade not discussed

c. Next season

- i. **Calendar** has been given to all clubs and should also go out in newsletter calendar was tabled at the P&S meeting and will go out with the minutes. A copy is also on the clubhouse notice Board
- ii. We will need to be vigilant with clubs and them completing appropriate forms as required - Discussed and held over to next meeting and P&S meeting. No forms completed appropriately then no play.
- iii. **New forms** to be loaded onto the web page for 2018 season – held over may have to redesign some forms in line with new rule requirements for information
- iv. **Kookaburra 8's** coming early next year – no date yet- Not discussed still in planning apparently.

d. Oceania Cup in October – PNG, Australia and NZ on in Sydney in October.

e. Michelle Collier – Umpire of the Year – Send to Scott Armstrong

f. Grand Final

Security – can John organise security patrol as per previous years

Portable toilets – 2 to help cope with extra crowd especially if the side toilets still blocked off. Placed down near long jump pits/ old canteen. Garbage duty – will be young offenders duty ? +/- Paula and Amanda.

Tuesday U18 GF August 29th canteen open – Shelly will work – Chicken chippees ?pies/ sausage rolls? and Chips only as hot food; chips, lollies and soft drinks. NO alcohol. Doug to organise a float

Board will also meet on 29th for finalising GF issues.

Meeting Closed 2200hrs

Signed: _____

Deb Monck President

Signed: _____

Michelle Collier Vice President