



MANNING VALLEY HOCKEY ASSOCIATION INC.
JULY BOARD OF MANAGEMENT MEETING – Tuesday 18th July
2017

Venue: Taree Hockey Centre

Time: 6pm

Present: Doug Davidson, Deb Monck, Michelle Collier, Lyn Turner, Dylan Turner, Shane green and John Surtees

Apologies: Bronny Fuller and Adam Birkefeld

Visitors: Craig Colvin

Declaration of Conflict of Interest: nil

1. Minutes of the June board of management meeting

Motion: *“That the minutes of the June board of management meeting be accepted as presented”.*

Moved: John Surtees

Seconded: Dylan Turner

Carried

2. Business arising from the June Board of Management Meeting Minutes.

- a. Rep Team Manual – completed and to be circulated. Tony Lewis has been given a copy.
- b. Lights – more lights need to be replaced. Shane is keeping a record of the location of each light bulb that is replaced to see if there is a problem with the bulbs.

c.

3. Report form Craig Colvin

a. Club House extension

Slab done

21 panels to be poured

Mid September anticipated handover.

Several pours needed for the floor.

2 trophy cabinets will need to be taken off the wall when they tie the walls in.

b. Third field

Tenders close tomorrow

Earth works to begin at the end of the month.

45 companies tendered for earth works and 9 turf companies quoted for the surface.

Association will have a meeting with the firms that have tendered for works.

Footpath to club house will be gravel.

The saving on the earth works will allow the purchase of an electronic score board for the field.

Heliburton Light control system will be part of the lighting.

The new field lighting will have a system that allows for two light intensities for training and playing.

Predict the field will be completed by 1st March 2018.

An opening of both facilities will be together.

No photos of the works to be circulated on social media.

Correspondence: See tabled

*NSW Affiliation Roles

3. Treasurer's Report: Doug

The Treasurer tabled his financial statements for July and commented on them.

Total Income: \$111,599.88

Total Expenses \$103,288.75

Net Profit \$8,310.73

Motion: *"That the Treasurer's report be accepted as presented".*

Moved: Doug Davidson

Seconded: Dylan Turner

Carried

4. Club House Director: LT

Business arising:

- a. Sale of wine

Lynne to contact licensing Sgt to see if the Association can sell wine as suggested by our members i.e. wine sold in cups with 1.8 standard drinks and the selling of wine in bottles.

- b. Volunteers

Lynne is still having problems fulfilling the duty roster the bar duty particularly so due to the resignation of tag. (Tag will check with Steph to see if he can do some shifts)

Moved: Lyn Turner

Seconded:

5. Turf Director: Shane

Business arising:

There is a problem with teams training in the ATF southern circle. Publicise in social media.

6. Umpire Director: Adam

Business arising:

- i. The secretary is requested Adam to finalise umpires for the 2017 grand finals. The Association will pay for these umpires.
- ii. Adam has indicated to the secretary that he will use umpires from M VHA and Port Macquarie for Premier League Grand Final. Adam to be informed that the teams involved will have to pay the umpires.
 - Team umpire nominations??
 - Move as accepted: Seconded:

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

- Business arising:
The goals used by under 11's and trolley for moving them were not moved back after the matches. Circulate a request vis newsletter.
Move as accepted: Seconded:

8. Junior Development Coordinator: Dylan - Participation/Recruitment; RCC Reports/feedback; Junior Championships

Business arising:

It will be announced on 1 August that three Manning Valley hockey Association players have been selected in the boys Waratah state teams.

Association Rep Teams need to be coached to a common structure as many other associations do.

He is still working on having an indoor hockey competition later this year.

Moved: Seconded:

9. WH&S and Member Protection Officer: Absent – Fields/ Players/ Clubhouse/Defibrillator.

10. Senior Reports: Shelly – Men and Women's Match Committee reports

Business arising:

Clubs have been requested to nominate suitable umpires for the semi final series at the next Women's Match Committee.

Move as accepted:

Seconded:

11. Publicity: Deb

Deb to write an article for the Times newspaper about Premier league grand final

12. Judiciary: Deb

Nil to report

13. Association Registrar:

14. Representative Coordinator: Deb/ John

Masters Women: Julie Collier

The accommodation for the Masters teams competing in indoor competitions has been paid

15. Carnival Committee: Association Wide – rep from every club. Chaired by Board Member

hockey New South Wales have paid accounts for the under 15 chairmanships held at Taree

16. General Business:

1. **Jumpers** – price reduction to \$10 or give them away

2. **Review contents insurance.** Doug has spoken to Tony Smith from Oxley insurance brokers about adequate insurance cover for the clubhouse.

\$150,000 cover will cost \$163.71 per year extra. Included are hardwired gas and electric appliances plus other contents except stock.

Motion: *"The Association to pay for the extra insurance cover".*

Moved: Doug Davidson

seconded: Dylan Turner

Carried

Doug will take photos of all equipment for insurance purposes.

3. **Risk Assessment-** Meeting with Stephen Race stephenrace123@bigpond.com.au

The secretary informed the meeting that Stephen Race who is qualified to conduct risk assessments is prepared to come and speak to the board about risk assessment at the hockey complex. The secretary has been asked to invite him to the next board of management meeting.

4. Infrastructure grants

Deb will complete an application for funding for turf sweeper under New South Wales government infrastructure grants.

5. Application to host State Tournaments.

Deb has sent away to Hockey New South Wales MVHA's submission to host the under 13's state tournaments 2018 as our first preference. The under 15's have also been applied for if the Association is unsuccessful in obtaining the under 13's.

6. Player Waivers

the Association has contacted all clubs to supply all their player waivers the 2017. This is necessary to cover the Association and clubs in the event of something going wrong.

7. Photographer the grand finals

Trevor Gibney has indicated that he would like to be the photographer the 2017 grand finals. Shane Green is requested to ask Trevor would he photograph both teams competing in the Premier League Grand Finals so that his work can be viewed.

8. Juvenile Justice

Doug tabled a letter that he received from the Department of juvenile Justice inviting the Association to send a representative to a meeting with the juvenile offenders who caused vandalism at the hockey complex. Doug or another board member will attend this mediation.

9. Meeting with Gloucester HC

Need to have a meeting with them re membership fees to MVHA and Waivers for under age players.

10. Mick Tuck Award

Craig Colvin informed the meeting that council is calling for nominations for the Mick Tuck Award \$500.00.

9. Sponsorship

Meeting Closed

Clubhouse Manager Report – July 2017.

The 2nd bench top deep fry has been repaired at a cost \$275.00. Needed to replace the whole element.

With the colder weather it has been very quiet on the Canteen and Bar.

Wine: Kerry Haigh and Linda Ferguson approach me concerning the wine, with a suggestion that we go back to bottles, to be served only by plastic glasses of wine. Poured one of the 187ml bottles and it fills a small plastic cup. We could advertise that our Wine is served is equal to 1.7 standard drinks. They are happy that you would not be able to purchase a bottle and put their name on it and store in the Bar Fridge. Would have to purchase a whole bottle and consume same on the

Balconies or inside the Club House. Would have to look at bagging more ice up and putting into the Freezer to accommodate this. Max advised that at the Manning Entertainment Centre that they are not allowed to sell bottles but only glasses. So would need to check on our licence agreement.

With only three companies supplying the 187mls bottles one at a cost price of \$3.35 per bottle and the other two at \$3.99 per bottle. Would need to look at what prices we can purchase full bottles and the quality of the same.

Could also still purchase the single serve bottles i.e. the Yellow Tail Sauv Blanc and charge more for those still wishing to purchase in this form.

Still having no luck with bar volunteers, would it be possible to send this request out to all Adult members via Resolutions to see if I get any response.

I have printed the Duty Roster off again to organise to back full Tag's shifts. Tag did advise that he would look at his and Steph's commitments/draw and advise me what shifts he can do.

With limited number of Directors will need to discuss other solutions to covering the Duty Roster. i.e. go back to only one on Duty per shift. Or try and enlist more volunteers to act as the 2nd person on duty.

Lynne Turner

17th July 2017

July 2017 Correspondence

1. 16/6/2017 HNSW Expression of interest state tournaments.
2. 18/6/2017 Graeme McKenzie York Cup Info
3. 18/6/2017 Web Design Quote
4. 19/6/2017 Lance Fletcher RSA Course cancellation.
5. 21/6/2017 St Clairs School Athletics Carnival has been postponed until next term Thursday 20 July
6. 21/6/2017 HNSW Level 2 Technical Officials Course on the 9th July 2017
7. 25/6/2017 Graeme McKenzie York cup draw
8. 26/6/2017 Hunter Academy nominations
9. 26/6/2017 Kennards Hire – toilets \$368.00
10. 27/6/2018 WWC Club has registered it is expected it did step 1 first. Step 3 therefore MUST be complied with by 4 July 2017
11. 28/6/2017 Invoices to HNSW for under 15 state championships
12. 28/6/2017 Wireless Internet The cost is \$130 for 365 days (25GB) plus a dongle for \$55 – total cost \$185. We can top up if required. I can purchase it and be reimbursed

13. 28/6/2017 PSSA Hunter girls hockey team book the Taree turf for a full day on either Wednesday 12th or Thursday 13th July.
14. 28/6/2017 Mid Coast Council Replacement of lights \$8360
15. 2/7/2017 Doug Reimbursements
16. 2/7/2017 Tony Lewis **Nomination for Chairperson Rep Committee**
17. 3/7/2017 Hockey NSW Expressions of interest Womens Masters Australia positions
18. 3/7/2017 HNSW Indoor Positions
19. 3/7/2017 HNSW 2017NSW Government Building Partnership Program is now open for applications
20. 4/7/2017 Kennards Hire Account \$368.00
21. 5/7/2017 Good Sports forum
22. Dawsons Wholesalers \$1462.82
23. Mid Coast Council light account \$12202.01

MEMBER PROTECTION INFORMATION COURSES JULY 2017

MPIO Face-to-Face Workshop - Taree

Date: Monday July 24 2017

Time: 6.00pm – 9.00pm

Location: Theatrette, Manning Valley Visitors Information Centre. 21 Manning River Drive, Taree, 2430

Bookings via: <https://sportandrecreation.nsw.gov.au/event/member-protection-information-officer-23>

Cost: \$25

24. 6/7/2017 Domic Tag Resignation
25. 6/7/2017 Townhead Ac \$305.68
26. 6/7/2017 JR Richards \$760.70
27. 6/7/2017 Com Bank \$10.00 Loan Ac
28. 6/7/2017 Com Bank Corp Card.
29. 6/7/2017 HNSW Indoor Positions
30. 7/7/2017 Mid Coast Council Electricity Account \$482.00
31. 7/7/2017 Kennards Hire Larry Mercer \$92.00
32. 7/7/2017 Great Lakes Ashley Thompson's Age Waiver
33. 10/7/2017 Doug BAS Statements
34. 11/7/2017 Electrical Laser Deep Fryer Thermostat Ac \$275
35. 11/7/2017 Chatham Hockey Club Waiver Ryan Doherty
36. Craig Colvin Infrastructure Agreement progress report.