



*Minutes of the Jan Board of Management Meeting  
Held on the 13<sup>th</sup> January 2010*

**Board Of Management Action Sheet**

**Updated 15<sup>th</sup> December 2009**

<b>November 2009</b>					
Item	Title	Member	Action	Time Line	Status
7.1	Kiosk Electricity acc	(JS)	To inquire about Kiosk electricity account to see if the association is being charged the correct amount.	Dec 2009	C
7.3	Auditing of Assn Financial Affairs	(FB)	Association's financial affairs are being audited by George Butler	Dec 2009	O
7.4	Annual Report to Fair Trading	(LT)	A request from Department of Fair Trading for an extension in time for the submitting of the association's Annual Statement.	Jan 2010	C
7.4	Annual Report to Fair Trading	(JS)	LT to get forms to be completed to request extension in time for Annual Statement	Nov 2009	C
7.5	Association Constitution	(JS)	(DM) and (GC) to get a copy of the constitution	Nov 2009	C
8.4	Turf Maintenance Contract	(JT)	Turf Cleaning Contract Shane green to be contacted to discuss.	Nov 2009	O
9.2	Hygiene	(GC)	Multi Toilet Roll Dispensers for club house toilets needed and Ladies Hygiene Container required for disabled toilet. Wayne Richards Supplies to be contacted.	Nov 2009	O
9.3	Fence Signage	(DT)	Wingham Hockey Club be given permission to hang their sign on the Terry Launders Hockey Field and Cougars to be requested to move the sign on the Alan Taylor Field'.	Nov 2009	O
9.4	Promotions Night	(GC)	Promotions Night - Information /"get to know you"/ideas sharing.	Feb 2010	O
9.5	2010 Budget	(DM) and (FB)	Budget to be prepared for 2010 Hockey Season for presentation at Promotions Night	Dec 2009	O
	NSWHA President's Forum	(FB)	Presidents Forum Sat 20 <sup>th</sup> February 2010 for NSW. Frank to attend	Feb 2010	

9.7	Communication	(AS)	A movable Notice Board to be displayed outside club house for information to members.	Dec 2009	
9.8	Communication	All B.O.M. members	Board Meeting Agenda Secretary to be sent items to be added to Agenda for meeting	Ongoing	O
9.9	Club House	(JS)	Picture Rail for club house. Campbell and Jones to be approached	Dec 2009	C
<b>December 2009</b>					
Item	Title	Member	Action	Time Line	Status
4.1	Certificate of completion of clubhouse	(FB)	FB to be finalized with G.T.C.C	Jan 2010	O
4.2	Fence Signage	(DT)	Clubs need to be contacted about payment for their sign on the fence or request their removal	Jan 2010	
4.5	Extention for Annual Report to Fair Trade	(LT)	Application to Department of Fair Trading applying to extend time to submit the Association's Annual Statement.	Nov 2009	C
4.6	Kiosk Electricity	(FB)	\$200.00 of our last account for electricity was after the association had moved from the kiosk to the new clubhouse FB to contact Little Athletics	Dec 2009	O
4.7	Auditing of Assn Financial Affairs	(FB)	Auditing of Associations Financial Affairs by George Baker. Not done as he has been away. FB helping him by matching cheques with accounts.	Dec 2009	O
4.8	Budget for 2010 to be present at Promotions Night	(FB) and (DM)	Financial Plan. FB and DC to prepare for GC for Promotion Nigh to be held on the 8 <sup>th</sup> February 2010	Before 8 <sup>th</sup> Feb 2010	O
6.1	Reimbursement of travel expenses for Brenda Meldrum	(DM)	Brenda Meldrum to be reimbursed her travel cost for her attending the Expenses 330 km at 20 cents per km. Hunter Under 13 Championships to be held in Taree 20 <sup>th</sup> June 2010	Dec 2009	
6.2	Club Hygiene	(GC)	Wayne Richard's supplies will provide paper	Before 2010	C

			dispensers for toilet paper and hand towels plus supply paper. He is prepared to donate paper to Association. Female Hygiene container can be supplied and maintained for \$184.00 per year.	Season	
6.3	Gardens at club house	(JS)	Completion of gardens around clubhouse for “work for the dole” to be postponed until club house completed.	When clubhouse extension completed	O
6.4	St Clare’s Carnival for Feb 2010	(JS)	Write to St Clares to inform them that they have been given permission to use hockey complex. Maitland/Newcastle Diocesan Hockey Trials at the Taree Hockey Fields 25 <sup>th</sup> February 2010. Book Turf and confirm date to Karina Hogan St Clares to Davis Street, Taree 2430 Telephone: (02) 6552 3300 Facsimile: (02) 6552 3656	Dec 2009	C
6.5	Timber to complete skirting board, picture rail and window frame for clubhouse.	(JS)	Permission given to purchase timber from Campbell and Jones to complete skirting board, picture rail and window frame for clubhouse.	2010	0
6.6	Hockey Promotion	(FB) and (DC)	That due to the demands placed on the association’s finances with the construction of the new clubhouse, funding for promotion cannot be allocated for 2010. The board recognizes the importance of the promotion of hockey in the area particularly Junior Hockey and therefore monies will be budgeted for hockey promotion in 2011.	2010 for 2011	
6.6	Hockey Promotion –	(AS)	Association to visit schools early in 2010 to	Early 2010	

	visit to schools		promote hockey for 2010 hockey competition		
6.7	Promotion Night	(FB),(DC) and (GC)	Plan prepared for future directions for the association i.e. promotion, school visits, future projects, problems etc.Presentation of budget.	Feb 2010	0
	Fair Trading	(JS)	Secretary to send LT a copy of Department of Fair Trading Forms converted to word format	Dec 2009	C
8.1	Association Phone	(DC)	Telstra be requested it to disconnect the association phone which is at present at DC residence	Dec 2009	C
8.2	Association wooden steps request by Alan Tickle	(JS) and (AS)	Request by Alan Tickle for a loan of the wooden steps housed in the electrical room at old Recreation Centre Kiosk for Blackhead Christmas party. Steps for collection by Solomon's Fruit Market.	Dec 2009	C
8.3	Association Meeting Agenda	All Board Members	Meeting Agenda to be sent to the secretary at least 2 days before next meeting for its distribution.	Ongoing	O
8.4	NSWHA Centenary Books	(DC)	The Association to request 100 Centenary books from NSWHA The Association to request 100 books from NSWHA. A copy of these books to be placed in school libraries, City Libraries, local museums, Association clubhouse and to people who want them	Dec 2009 early 2010	O
8.5	Removal of gum tree and north east - end of Alan Taylor Field	(DC)	Indicate with paint which gum tree at Alan Taylor Field needs to be removed so that Work for the Dole people may remove it.	Dec 2009	
8.6	Logs at the Western Side of Alan Taylor	(AS)	The Copper Logs at the Western Side of Alan Taylor Field need attention..DT, JS and AS to meet at Rec Ground to look at all maintenance issues at	Dec	C

	Field		the Taree Hockey Complex.		
8.7	Turf Ballot	(DT)	No consideration be given to discount on Turf Fees to clubs who do not train due to "State Of Origin".	2010 Season	O
8.8	Australia Day Awards	(AS)	No M.V.H.A were nominated for an Australia Day Award 2009- Association to consider for 2010	Jan 2011	O
8.9	Member contact details	All Members	Secretary request contact details from all association members	2010 Hockey Season	O
8.10	Association Ride – on- Lawn mower	(JS)	Association Ride – on- Lawn mower JS raised the possibility of the Association Ride – on- Lawnmower being housed at the club house to enable its lawns to be mowed.		O
8.11	Manning River Times - Promotion of Judy Lang's visit.	(AS)	AS to contact Times to promote the visit from Judy Lang.	(AS)	C
8.12	Rubber for Northern end of Terry launders Field	(JS)	Rubber for Northern end of Terry launders Field The fence at the Northern end of the Tarry launders Field needs attention as it has holes in the wire. Fence needs rubber to protect it as per other fences at the fields. Tony Smith of Oxley Insurance is the contact person. JS to inquire about getting enough to complete the job.	Early 2010	O
8.13	Change of licensee	(FB)	FB to investigate changing Stephen Booth as	Early Jan 2010.	

	for clubhouse.		licensee to others in the association.		
	??	(FB) and (DC)	Good Sports membership for the Hockey Association		

January 2010

4.1	Annual Statement	(DC)	Due to Department of Fair Trading refused the Association's request for an extension of time to submit its because of its failure to lodge Statements with its Annual Return DC to contact Stephen Booth about the matter as cheques and forms were completed and given to him for postage	A.S.A.P	O
4.4	Fence signage	(GC),(DT) and (JS)	Fence signage \$400.00 for rental for advertising signs on the synthetic field's fences and \$300.00 for future years. Association needs to update advertising sign rental agreements	Near future	O
4.1	Promotion Night	(GC)	Due to the time restraints for preparation of 2010 Hockey Season Budget defer Promotions Night to the 22 <sup>nd</sup> February 2010.	223 <sup>rd</sup> February 2010	O
6.2	Club House Hiring Contract	(JS)	Access web sites of Blackhead Surf Club and Old Bar Surf Club to see if a Club House Hiring Contract can be obtained. Needed before Wedding at Club House	End of Jan	
7.1	Invite Bob Baker from G.T.C.C to Board meeting		At the Association Club House on at 5.30 pm to discuss progress of facilities.	Tuesday 19 <sup>th</sup> Jan 2010	

6.9	Annual Statement to Department of Fair Trading	(DC)	Annual Statement was rejected due to the association not sending in Financial Statements for last few years.	Immediately	
7.2	Club House Hygiene	(GC) (??)	Service to commence at beginning of Feb 2010. Key will need to be provided to give her access.	Early Feb 2010 Early Feb 2010	
7.3	Advertising Signs on Hockey Field Fences	(GC)	Investigate the "life" of the sponsorships for signs on the field fences i.e. Wisely's etc.		
7.4	Budget for 2010 Hockey Season.	(DC)	Budget needs to be prepared for Promotions night. (DC) to see (FB) about getting books to do a budget. Include Asset Register	Before Promotions Night 22 <sup>nd</sup> Feb 2010	
7.6	Goal Netting	(DC)	Netting of goals at both synthetic fields needs to be investigated.(DC) to approach T Tidwell to see if he can help	Before Season starts	
6.4	Good Sports Membership for Manning Valley Hockey Association	(DC)	(JS) to get info from (DC) to complete	ASAP	
8.5	Peter Rappel in hospital	(JS)	Card to be sent on behalf of Association	ASAP	
7.5	Workers Compensation Insurance	(JS)	Declaration of Actual Wages Paid forms for periods 29/06/2006 – 29/06/2007, 29/06/2007 – 29/06/2008, 29/06/2008 – 29/06/2009 need to be completed – for queries ph 1800007033. (JS) to	ASAP	



			contact them and also complete forms. No one employed by association.		
8.7	Insurance	(JS)	Association to investigate associations insurance cover to see if adequate	When time	
8.8	Field Signage	(DT)	Ruth Sheather to be contacted to discuss appropriate signage to designate entry points for fields and other relevant signage,	Early 2010 Hockey Season	
8.9	School Sport	(DT)	Contact to be made to local schools to inform them of his position as Turf Director and to give them the contact details, cost and process when hiring field.	When school returns from holidays	
9.0	Turf Fees for Junior Players		Needs investigation	Before budget.	
9.2	Filing Cabinet and 2 pie warmers		What to do with them	Soon	
9.4	“No Glass /Smoking “Signs at Hockey Complex		Investigate	Soon	
5.0	financial records	(FB) and (DM)	New treasurer to begin to implement her financial duties	ASAP	

Key : NS = NOT STARTED

O = ONGOING

C = COMPLETE



**MANNING VALLEY HOCKEY ASSOCIATION**  
**MINUTES OF 2010 JANUARY BOARD OF MANAGEMENT MEETING**

Date of meeting: 13<sup>th</sup> January 2010

Meeting venue: M.V.H.A Clubhouse Meeting Opened 6.20 pm

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Members Present: Diane Cubbin (DC), Dylan Turner (DT), Alan Steere (AS), Grant Coleman (GC), John Surtees (JS).

1. Apologies: Frank Birkefeld (FB), Lynne Turner (LT) and Jane McNeil (JM)
2. Absent:

**3. Confirmation of the Minutes of the Dec B.O.M held on 14<sup>th</sup> December 2009**

**Motion:** That the Minutes be signed as a true and correct record.

Moved: AS

Seconded: LT

*Carried*

**4. Business Arising from Minutes of the December Board of Management Meeting.**

- 4.1. Department of Fair Trading refused the Association's request for an extension of time to submit its Annual Statement because of its failure to lodge Statements with its Annual Return. DC to contact Stephen Booth about the matter as cheques and forms were completed and given to him for postage
- 4.2. Electricity account for Kiosk. No action taken regarding contacting Little Athletics re their share
- 4.3. JS to investigate previous minutes re the non use of caravan for vet championships and council charge levied for its use.
- 4.4. Fence signage \$400.00 for rental for advertising signs on the synthetic field's fences and \$300.00 for future years. Association needs to update advertising sign rental agreements
- 4.5. Promotion Night due to the time restraints for preparation of 2010 Hockey Season Budget defer Promotions Night to the 22<sup>nd</sup> February 2010.
- 4.6. Brenda Meldrum has been reimbursed for travel to AGM

**5. Treasurer's Report**

Accounts outstanding	
Times	\$26.00
G.T.C.C Electricity	\$609.90
Plant Sellers Nursery	\$25.00
<b>Bank Statements</b>	
Turf Account	\$1,235.36
Kiosk Account	\$0, 609.90
General Account	<u>\$15,192.47</u>
<b>Total Funds</b>	\$17,035.75

**Motion** That all outstanding accounts to be paid.

Moved: AS

Seconded: DT

**Carried**

**Motion**

That all financial records be given to the new treasurer so that she can begin to implement her financial duties

Moved : GC

Seconded AS

**Carried**

**6. Coaching Directors Report.**

Attached

**7. Correspondence**

**Inward**

Reference Number	Date Received	Summary
N572009	16 <sup>th</sup> Dec 2009NSWHA	Email/web page - Sports Federation Annual Sports Awards finalists have been named and Hockey NSW nominees have been successful in 5 categories
N582009	16 <sup>th</sup> Dec 2009 NSWHA	Christmas card
N602009	15 <sup>th</sup> Dec 2009 Alan Steere	Info on Canteen Supervisor and draft copy of Dec minutes of MVHA
N612009	18 <sup>th</sup> Dec 20089 NSWHA	E mail NSWHA 2009 Annual report
N622010	23 <sup>rd</sup> December 2009 Gallagher Bassett NSW Workers Insurance	Not yet received of Declaration of Actual wages paid for periods 29/06/2006 – 29/06/2007, 29/06/2007 – 29/06/2008, 29/06/2008 – 29/06/2009 queries ph 1800007033
N632010	9 <sup>th</sup> Jan 2010 Commonwealth Bank	17 <sup>th</sup> Nov – 16 <sup>th</sup> Dec 2009 Cheque Account Bearing Interest Kiosk Account \$1,235.36 CR
N642010		17 <sup>th</sup> Nov – 16 <sup>th</sup> Dec 2009 Cheque Account Bearing Interest Kiosk Account \$1,793.15 CR
N652010		1 <sup>st</sup> Dec 2009 31 <sup>st</sup> Dec 2009 Better business loan \$314,120.00 DR
N662010		17 <sup>th</sup> Dec 2009 – 31 <sup>st</sup> Dec 2009 Cheque Account Bearing Interest General Account \$15,205.67 CR
N672010		17 <sup>th</sup> Dec 2009 – 31 <sup>st</sup> Dec 2009 Cheques Account (Synthetic Surface) \$607.90 CR
N682010	9 <sup>th</sup> Jan 2010 Hunter Academy Of Sport	Brooke Morrison to be inducted into the Hunter Region Sporting Hall of Fame on Sat 16 <sup>th</sup> May 2010 at South Newcastle Leagues Club 10.30am

N692010	9 <sup>th</sup> Jan 2010 Regional Publisher (Times Newspaper)	Account for \$26.00 Account No 0001127504/2003
N702010	9 <sup>th</sup> Jan 2010 G.T.C.C	Electricity Account \$844.45
N712010 N722010	9 <sup>th</sup> Jan 2010 Commonwealth Bank	17 <sup>th</sup> Dec 2009 – 31 <sup>st</sup> Dec 2009 Cheques Account (Synthetic Surface) \$607.90 CR 17 <sup>th</sup> Dec 2009 – 31 <sup>st</sup> Dec 2009 Cheque Account Bearing Interest General Account \$27,261.13 CR
N732010	9 <sup>th</sup> Jan 2010 Greater Taree City Council	Accounts – Final Notice  11/06/09 Ref gen debtors 171000 \$200.00  15/09/09 Ref gen debtors 172865 \$,367.49  18/09/09 Ref gen debtors 172928 \$1,511.41  07/10/09 Ref gen debtors 173254 \$5,393.77  26/10/09 Ref gen debtors 173504 \$614.24
N742010	3 <sup>rd</sup> Dec 2009 NSWHA	Memo 2010 Hockey NSW Country vs City Challenge March 27-28 <sup>th</sup> Macarthur Hockey Complex Narellan
N752010	3 <sup>rd</sup> Dec 2009 NSWHA	Veterans Indoor State Champ Closing Date Nominations 8 <sup>th</sup> Jan 2010
N762010	3 <sup>rd</sup> Dec 2009 NSWHA	Applications for Championship Officials NSW Field State Championships Forms on their Web Site  Applications for Championship Umpires NSW Field State Championships Forms on their

		Web Site
N772010	12 <sup>th</sup> Jan 2010	Central Coast Women's Hockey Association Under 11 & 13 Girls Carnival 20109 (Forwarded on to Junior Division)
N782010	12 <sup>th</sup> Jan 2010	Problem areas around the Hockey Centre which need attention
N792010	30 <sup>th</sup> Dec 2009 NSWHA	Minutes of NSW WHA AGM 2009
N802010	12 <sup>th</sup> Jan 2010 NSWHA	2010 Affiliation Forms

**Motion** That the correspondence be accepted as tabled.

Moved: DC

Seconded: DT

*Carried*

## 8. Business Arising From the January Correspondence

### 6.1. Field Maintenance

Problem areas around the Hockey Centre which need attention.	Action to be taken
<p><b>Western side of Allan Taylor Memorial Field</b></p> <ul style="list-style-type: none"> <li>• Pavers in front of first light pole need relaying plus a water pipe is sticking up from that area which needs attention</li> <li>• 3 x 2.4mt Logs need replacing in the tiered area</li> <li>• Pavers near Notice Board need relaying</li> </ul>	<p>Ask Robert Crossingham what he thinks should be done. See Ron Work for Dole</p>

- Is the association going to remove the stairs either side of the Bunker?
- Are we going to use the scoreboard
- Fence needs fixing near car park side of Bunkers
- Hill on river side of Bunker needs mowing
- The bunker seats need painting red or grey or both

**Eastern side of Allan Taylor Memorial Field**

- Carpet
- Pavers
- Seats under Clubhouse awnings
- Tree to be removed
- Carport structure what is happening with that

**Terry Launders Hockey Field**

- River end fence requires rubber matting behind goals
- Seats in Bunker area require painting red or grey or both
- Hole in bottom of fence on western side needs covering

**General**

- Signs to field entry need erecting
- Require some Round-up
- Require timber for steps on Eastern side of hill leading up to Clubhouse, Work for the Dole people will build steps.
- Do we need the aluminum seating to stay at the end of Terry Launders field or can it be moved to Allan Taylor Field on bottom side of field entry gate
- A general inspection of the fence is required to check for breaks
- Cougars sign needs to be removed from Allan Taylor Memorial field and placed on Terry Launders field fence
- Chain required for gates to be locked on both fields

See Ron Work for Dole  
?

See Ron Work for Dole

See Ron Work for Dole//Working BEE

See Ron Work for Dole or Maintenance contract

See Ron Work for Dole

JS, Larry Mercer and Peter Cubbin may complete job

See Ron Work for Dole

JS to see Tony Smith about getting some more

See Ron Work for Dole/Grey paint from Wingham Hardware

JS and AS to weld a panel on to wire

DT to investigate

JS to do spraying

See Ron Work for Dole

Move to Alan Taylor Field DC



<ul style="list-style-type: none"> <li>• Nets on goals need replacing or repairing</li> <li>• Maintenance of cleaners????</li> <li>• Screws for bottom of fence????</li> <li>• Bottom of Clubhouse needs good clean out</li> </ul>	<p>DT</p> <p>DT to get locks from council for all gates  DC to investigate  Consider when formulating Contract  See Ron Work for Dole</p>
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6.2. Club House Hiring Contract: JS to access Web Sites of Blackhead Surf Club and Old Bar Surf Club to see if a Club House Hiring Contract can be obtained. Needed before Wedding at Club House. (DC) informed meeting that hiring cost is \$200 for non association people and \$100 for members of the M.V.H.A Inc.

6.3. 2010 Affiliation Forms for NSWHA

(JS) to completed and send off.

6.4. Good Sports Membership for Manning Valley Hockey Association

(DC) to send to (JS) for his attention and action.

6.5. Association Phone

DC has had association phone disconnected.

6.6. Notice boards for clubhouse

(AS) has located notice boards for clubhouse.

6.7. Turf Ballot

(DT) to contact clubs re if satisfied with their balloted times for Turf Training. Indications are that Tigers, Wingham, Chatham and Sharks happy with 2009 times.

6.8. Association lawn mower

(DC) to contact Shane Green to get ride on Mower back to clubhouse storage to enable grass to be mowed.

6.9. Rubber Belting for fence at the Northern end of Terry Lauders Field  
Tony Smith has no more and his contact can't get any more. (GC) may have a supplier.

7.0. Annual Statement to Department of Fair Trading  
Association informed that our application for an extension for submission of Annual Statement was rejected due to the association not sending in Financial Statements for last few years. (DC) informed meeting that all completed forms with payments were given to the Treasurer for his action. (DC) to investigate if this did occur.

7.1. Wooden Steps for access to back of truck.

Rex Solomon will keep them at his place 8 Sorrento Place Koolodong.

7.2. Removal of Gum Tree at end of Alan Taylor Field

Mal Yarnold may chip tree when cut down.

7.3. Club House Hygiene.

(GC) to request that the service commence at beginning of Feb 2010. Key will need to be provided to give her access.

7.4. Budget for 2010 Hockey Season  
Budget needs to be prepared for Promotions night. (DC) to see (FB) about getting books to do a budget. It was suggested that there is a special " formula" to help calculate fees. Meeting also suggested that a 10% inflationary figure be used to calculate NSWHA Fees for 2010 and if not correct adjustments can be made to fees either reimbursement to clubs of extra charges to clubs.

7.5. Workers Compensation Insurance

Gallagher Bassett who are the agents for the scheme have written to inform the Association that they have not yet received of Declaration of Actual wages paid for periods 29/06/2006 – 29/06/2007, 29/06/2007 – 29/06/2008,

29/06/2008 – 29/06/2009 queries ph 1800007033. (JS) to contact them and also complete forms. No one employed by association.

7.6. Goal Netting.

Netting of goals at both synthetic fields needs to be investigated.(DC) to approach T Tisdell to see if he can help.

#### **8.0. General Business**

8.1. Bob Baker from G.T.C.C to be invited to a meeting of Board of Management of M.V.H.A at the Association Club House on Tuesday 19<sup>th</sup> Jan 2010 at 5.30 pm.

8.2. Keys for Club House and Surrounds.

Decision needs to be made on Keys being provided for all board members for all clubhouse and field access.

8.3. Advertising Signs on Hockey Field Fences

(GC) to investigate the “life” of the sponsorships for signs on the field fences i.e. Wisely’s etc.

8.4. Budget for 2010 Hockey Season.

Budget needs to be prepared for Promotions night. (DC) to see (FB) about getting books to do a budget. There is a “formula” to help with this process. Suggestion that an inflationary figure of 10% be used to calculate NSWHA fees for 2010.

8.5. Peter Frappell in hospital

(DC) informed meeting that Peter Frappell was in Cape Hawke Hospital having major operation. (JS) to send a card .

8.6. Use of Clubhouse by Wingham Hockey Club.

Wingham are given permission to use the association clubhouse on the 2th Jan 2010 at 5.30 pm to 7.30 pm.

8.7. Insurance

Association to investigate association’s insurance cover to see if adequate.eg Contact NSWHA for information/Andrew Triance is a possible source of information

8.8. Signage informing patrons about entry to fields.

(DT) to contact Ruth Sheather to discuss appropriate signage to designate entry points for fields and other relevant signage,

8.9. School Sport.

(DT) to contact schools to inform them of his position as Turf Director and to give them the contact details, cost and process when hiring field.

9.0. Turf Fees for Junior Players

(DC) Questioned if fees for turf games for junior players should be \$25.00 rather than \$23.00 .This needs further investigation.

9.1. Association Corporate Seal.

The question was raised if the Public Officer has the Corporate Seal. (DC) to investigate.

9.2. Association Photocopier/Filing Cabinet and 2 pie warmers

(AS) picked up these items from Stephen Booth. (AS) will use the photocopies at his home. A decision needs to be made about other equipment.

9.3. Brenda Meldrum's Birthday held at club house

Brenda Meldrum had her 60<sup>th</sup> birthday on 9<sup>th</sup> Jan 2010 at the club house at takings of \$286.00 were banked.

9.4 Saxby's Sponsorship

(DC) informed meeting that Saxby's Sponsorship was used to purchase hockey balls for the 2009 season. They were purchased from Acorns Sports Store.

9.4. Signage indicating "No Glass /Smoking" Council Policy.

Question needs to ask of Robert Baker to see if G.T.C.C supply these signs for display.

Being no further business the meeting was closed at 10 pm

**Next Board Meeting will be held on Tuesday 19<sup>th</sup> Jan 2010 at the clubhouse at the Manning Valley Hockey Association complex commencing at 5.30 pm.**

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

Secretary

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

President

### **Coaching Director's Report**

1. Letter ready to go out to schools when school goes back for visits.
2. Will set date for Coaching Forum when I know all clubs start training.
3. Have spoken to Carly from Hockey NSW in regards to give a ways on School visits eg Water bottles ,posters etc.
4. I have offered to help Wingham Hockey Club with their school visits.
5. I will need coaching assistants when doing school visits.
6. No date set for Small Schools Sports Day.