

# FEBRUARY 2016 BOARD OF MANAGEMENT MEETING MINUTES



Meeting held 25th February 2016

*Manning  
Valley  
Hockey  
Association  
Inc.*



# MANNING VALLEY HOCKEY ASSOCIATION INC.

2016 February Board of Management Meeting Minutes 25th February 2016

Meeting opened: 6.05pm

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

Apologies: Shaun Muldoon and Lyn Turner

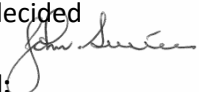
Absent: Nil

Visitors: Nil

Item	Business	Action
1.	Conflict of Interest : Nil	Nil
2.	Minutes of the 2016 Feb Board of Management Meeting held on the 9 <sup>th</sup> Feb <b>Motion:</b> " <i>That the February 9th BOM Minutes be accepted as tabled</i> " <b>Moved:</b> JS <span style="float: right;"><b>Seconded:</b> DT</span> <span style="float: right;"><b>Carried</b></span>	
3.	Business arising from February 9 <sup>th</sup> Board of Management Meeting Minutes <ul style="list-style-type: none"> <li>a. Light control using smart phone CC informed meeting that Michael Cross from GTCC is investigating the proposal..</li> <li>a. Turf Training – Roster to begin on the 22<sup>nd</sup> February. Taree West,Chatham,Cougars and Wingham have indicated that their club is okay with the roster as set out. Wingham have met with Tigers and they agree that Wingham can move over to the Alan Taylor Field on Monday nights from 7.30pm. The Turf Training Draw had some revisions. Clubs to be informed that the Modified Turf Roster as set out by Doug be the Turf Training Roster for 2016.</li> </ul>	
4.	<b>Correspondence</b> As attached	
6.	<b>Correspondence</b> <ul style="list-style-type: none"> <li>1. Turf Training times from Tony Lewis.</li> <li>2. HNSW Under 15 Hosting Agreement.</li> <li>3. John Mc Claren Strapping Course.</li> <li>4. HNSW Presidents Update</li> <li>5. HNSW <ul style="list-style-type: none"> <li>a. Association information and health check Online</li> <li>b. Facility Information Online</li> <li>c. Contact information Online</li> </ul> </li> </ul> <a href="http://www.hockeynsw.com.au/2016-Association-Affiliation">www.hockeynsw.com.au/2016-Association-Affiliation</a> <ul style="list-style-type: none"> <li>6. HNSW Proposed voting rights in constitution</li> <li>7. Wingham HC Request for extra turf training times</li> <li>8. Doug Wake expenses.</li> <li>9. Gloucester HC Nomination of men's Div 3 team</li> <li>10. Frank Birkefeld Limited Licence dates.</li> <li>11. HNSW Team Nominations open now link given <a href="https://eventdesq.imgstg.com/index.cfm?fuseaction=main&amp;EventDesqID=16540&amp;OrgID=10873">https://eventdesq.imgstg.com/index.cfm?fuseaction=main&amp;EventDesqID=16540&amp;OrgID=10873</a></li> <li>12. HNSW Association due dates for championships.</li> </ul>	DD

	<p>13. Quote for field security fencing total cost at 2mtr fence \$22,000.00</p> <p>14. Ben Brown Application to coach MVHA Under 15 Boys Rep Team.</p> <p>15. Sport and Recreation workshops and courses</p> <p>16. President's Update for Feb</p> <p>17. Telstra Account \$94.99</p> <p>18. Crown Trust \$232.35</p> <p>19. Advanced Coast Security \$280.00</p> <p>20. First Aid Medical Supplies \$280.00 (Defibrillator supplies)</p> <p>21. Great Lakes Div 4 Team Nomination.</p> <p>22. PO Box Hire \$121.00</p> <p>23. Chatham HC Committee members 2016.</p> <p>24. Chatham HC Letter requesting extension in time for Team Nominations.</p> <p>25. Taree West Changes to contact details for Ruth Sheather</p> <p>26. Tigers Changes to Committee Details 2016</p> <p><b>Business Arising from the Correspondence</b></p> <ol style="list-style-type: none"> <li>1. More events allowed in Limited Licence application.</li> <li>2. Fencing Quote – leave over until the 3 field application is determined.</li> <li>3. Ben Browns Application for Coach Under 15 Boys Rep Team be accepted.</li> <li>4. Chatham Hockey Clubs application for an extension to date for Team Nominations – agree to their request and move the date due back to 11<sup>th</sup> March 2016 at 5 pm.</li> </ol> <p><b>Treasurer's report</b> (see attached)</p> <p><b>Finance Reports</b></p> <ul style="list-style-type: none"> <li>• Feb Financial Report</li> <li>• Accounts to be paid</li> </ul> <p>✓ Telstra Internet \$94.99</p> <p>✓ Advanced Coast Security \$280.00</p> <p>✓ First Aid Supplies \$280.00 for Defi Replacements</p> <p>✓ Mower repairs</p> <p>Tigers have presented their outstanding cheques for banking  \$20.00 for XX trophies was for engraving of D2 Men's by Sharks.  \$603 banked for Masters Christmas Party.  \$2890.00 from Wake.  Invoices from wake  \$267.04 groceries  \$496.10 Bar sales for army</p> <p><b>Motion :</b> <i>"That Treasure's Report be accepted as presented and that all accounts are paid".</i></p> <p><b>Moved :</b> DD <span style="float: right;"><b>Seconded:</b> DT</span></p> <p style="text-align: right;"><b>Carried</b></p>	<p>Inform Ben</p> <p>Inform clubs</p>
7.	<p><b>Reports:</b></p> <p><b>a. Turf Director</b></p> <ol style="list-style-type: none"> <li>i. The mower has been serviced and repaired (including battery and blades)) \$200</li> <li>ii. Shane to get the seat replaced on mower</li> <li>iii. Sunday Hunter academy is visiting. Shane to be there.</li> <li>iv. PSSA last week in March 9.30 to 12.30pm. They will require two turfs.</li> </ol> <p><b>b. Umpires Director</b></p> <ol style="list-style-type: none"> <li>i. Drafting letter to Joint Match Committee regarding appointment of umpires for the draw</li> </ol> <p><b>c. Records Director</b></p> <p>Annual Report just about complete</p>	<p>SG</p> <p>SG</p> <p>SG</p>

	<p><b>d. Coaching Director</b></p> <ul style="list-style-type: none"> <li>i. City vs Country completed</li> <li>ii. AAP weekend before in Tamworth</li> <li>iii. Adam Cummens was at the Hunter Academy coaching.</li> </ul>	
8.	<p><b>General Business</b></p> <ul style="list-style-type: none"> <li><b>1. Clubhouse</b> <ul style="list-style-type: none"> <li>i. B.Bf to order skip and sanitary bins for the 25<sup>th</sup> Friday March 2016</li> <li>ii. Suggested that there be fund raising by the Association eg Beyond Blue/Pink day etc Discuss nearer to season start.</li> </ul> </li> <li><b>2. Saxbys</b> Were visited by LT and CC. They are putting together a proposal to supply the canteen..</li> <li><b>3. Canteen Roster</b> Needs to be looked at after the draw has been published. Penalty for failure to do duty ?</li> <li><b>4. Sports Clean</b> Coming to Taree to do maintenance on urfs.SG to contact them to see what is in their program and to contact clubs with that information.</li> <li><b>5. Team Managers for MVHA Junior Rep Teams.</b> No Managers for Under 15 and Under 18 Boys Teams</li> <li><b>6. Hockey Australia – “Destination Hockey”</b> CC detailed what was involved. On Hockey Australia Web Site <a href="http://hockey.org.au/DestinationHockey">http://hockey.org.au/DestinationHockey</a> At the heart of Destination Hockey are the Hockey Hubs. Registrations now open. Visit the registration portal at <a href="http://destinationhockey.org.au">destinationhockey.org.au</a> to register on behalf of your club or association Those clubs and associations that register as a Hockey Hub will receive a complimentary Hockey Hub Pack* worth almost \$100 to help make their events and activities extra special <b>Hockey Hub Packs</b> Each pack contains a fence banner, bunting, a 2016 year planner, Hockey Hero posters and sticker sheets. PLUS...online access to downloadable posters and flyers, logos and marketing materials, media kit templates and advice, social media hints and tips, and the Destination Hockey booklet</li> <li><b>7. Club House Update</b> Tenders have been called for the extension. Site will be fenced and no admittance by members for balls. Should be finished for Masters Tournament except maybe carpet.</li> <li><b>8. Third Field</b> CC informed meeting of its progress.</li> <li><b>9. Gary Berg Sign</b> DD expressed his disappointment in the poor state of the sign. JS to get Manning Signs to sign write a new one to be displayed at side of seating near net ball courts.</li> <li><b>10. Clubhouse Completion Sign</b> JS to get sign printed to acknowledge when the clubhouse was completed ie 29<sup>th</sup> Sep</li> </ul>	<p>DF</p> <p>LT</p> <p>LT</p> <p>BF</p> <p>LT</p> <p>CC</p> <p>Clubs</p>

	2009. <b>11. Joint Playing Rules Committee</b> BF and DM to co-chair a Joint Playing Rules Committee to review and complete the combined playing rules before next season.	
9.	<b>Meeting Closed 8.30pm Next Meeting Monday 8<sup>th</sup> February 2016 at 6 pm.</b> To be decided  <b>Signed:</b> _____ John Surtees Secretary	Signed: _____ Craig Colvin President

**Balance Sheet**

As of 21/02/2016

Assets		
CBA Cheque Account		\$8,909.06
CBA Business Online Saver		\$13.53
Trade Debtors		\$1,066.14
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		\$25,636.00
Liabilities		
Sundry Creditors		\$2,427.00
GST		
GST Collected	\$432.18	
GST Paid	-\$216.15	
Total GST		\$216.03
CBA Loan - Guaranteed		\$46,558.18
Total Liabilities		\$49,201.21
Net Assets		-\$23,565.21
Equity		
Retained Earnings		\$3,068.00
Current Year Earnings		-\$26,633.21
Total Equity		-\$23,565.21

This report includes Year-End Adjustments.

**Reconciliation Report**

ID No.	Date Memo/Payee	Deposit	Withdrawal
--------	-----------------	---------	------------

**Account:** 1-1000 CBA Cheque Account  
**Date Of Bank Statement:** 21/02/2016  
**Last Reconciled:** 1/02/2016  
**Last Reconciled Balance:** \$7,182.57

**Cleared Cheques**

387990	12/09/2015	Taree Tigers HC	\$150.00	
387991	12/09/2015	Taree Tigers HC	\$300.00	
387994	12/09/2015	Taree Tigers HC	\$150.00	
Dir Cr	1/02/2016	Shane Green	\$26.23	
BPAY	2/02/2016	Advanced Security Group	\$257.40	
Dir Cr	5/02/2016	Code of Conduct signs	\$605.00	
Dir CR	5/02/2016	XX Trophies	\$20.00	
388004	12/02/2016	Float	\$712.00	
388005	15/02/2016	Float	\$284.00	
Dir Cr	15/02/2016	CBA CommBiz	\$23.38	
Total:			\$0.00	\$2,528.01

**Cleared Deposits**

CR000104	10/02/2016	Bank Deposit	\$603.60	
CR000105	16/02/2016	Bank Deposit	\$3,850.20	
Total:			\$4,453.80	\$0.00

**Outstanding Cheques**

388003	2/02/2016	Fair Trading	\$54.00	
Dir Cr	21/02/2016	Shane Green	\$145.30	
Total:			\$0.00	\$199.30

**Reconciliation:**

AccountRight Balance On 21/02/2016:	\$8,909.06
Add: Outstanding Cheques:	\$199.30
SubTotal:	\$9,108.36
Deduct: Outstanding Deposits:	\$0.00
Expected Balance On Statement:	\$9,108.36

**Profit & Loss Statement**

1/10/2015 To 22/02/2016

Income		
Bar Sales		
Bar Sales	\$3,711.14	
Less: Cost of Stock	-\$1,762.91	
Total Bar Sales		\$1,948.23
Canteen Sales		
Canteen Sales	\$241.09	
Less: Cost of Stock	-\$1,198.91	
Total Canteen Sales		-\$957.82
Advertising & Promotion		\$304.55
Electricity - Turf		\$727.28
Interest Received		\$0.64
Rep Teams Income - Juniors		\$986.36
Sundry Income		\$232.25
Turf Fees		\$51.82
Total Income		\$3,293.31
Gross Profit		\$3,293.31
Expenses		
Administration		\$32.40
Audit Fee		\$360.00
Bank Charges		\$215.50
Canteen Expenses		\$12.28
Cleaning		\$440.00
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		\$304.51
Maintenance		
Clubhouse	\$12.73	
Grounds	\$124.68	
Equipment	\$132.09	
Total Maintenance		\$269.50
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		\$1,825.51
Total Expenses		\$29,926.52
Operating Profit		-\$26,633.21
Net Profit/(Loss)		-\$26,633.21

This report includes Year-End Adjustments.