



**MANNING VALLEY HOCKEY ASSOCIATION INC.**  
**BOARD OF MANAGEMENT MEETING – Tuesday, 21<sup>st</sup> February**  
**2017**

**Venue: Taree Hockey Centre Club House**

**Time: 6:00 PM**

**Item**

- a. Present:** Deb Monck, Lyn Turner, Doug Davidson, Shane Green John Surtees, Bronny Fuller, Dylan Turner and Michelle Collier
- b. Apologies:** Dominic Tags and Adam Birkefeld
- c. Visitors:** Richard Johnson Association Honorary Solicitor
- d. Declaration of Conflicts of Interest**  
Nil

**Business**

**1. Just Hockey Sponsorship Proposal**

The meeting was pleased to have Richard Johnson association honorary solicitor at the meeting to give legal advice regarding the proposed sponsorship contract from “Justhockey”

Richard raised several issues regarding the contract

- a.** He felt that it was a bonus to the association to have Just Hockey’s sponsorship
- b.** Just hockey has exclusive use of the pro shop.
- c.** When the contracts are signed he suggests send a copy to hockey New South Wales and mid coast Council marked ‘for your attention regards’.
- d.** If purchasing merchandise by Association give them the option to quote.
- e.** Request them to provide a copy of their insurance certificate of currency.
- f.** Suggest that payment be made to the Association 30 days after the receipt of their invoice.
- g.** He suggests calling Grafton hockey Association and Lismore hockey Association to see if it is working satisfactorily.

**Motion:** “Manning Valley hockey Association accept just hockey’s proposal for sponsorship and request that they provide a sign advertising their opening hours”.

**Moved:** Lynne Turner

**Seconded:** Dylan Turner  
**Carried**

**2. Minutes of the January board of management meeting**

**Move:** John Surtees

**Seconded:** Bronny Fuller

**Carried**

**3. Correspondence : as tabled**

**4. NSW Affiliation Roles for MVHA Board Members**

<b>Position</b>	<b>Role</b>
<b>President</b> Deb	<i>The President will receive all President Updates, CEO Updates, Hockey NSW Bulletins, Regional Coaching Coordinator Feedback and important announcements.</i>
<b>Secretary</b> John	<i>The Secretary is the main point of contact for all departments of Hockey NSW and the community. They will receive all President Updates, CEO Updates, Bulletins and important announcements and will be listed on the Hockey NSW website. At least one postal address is required for the Association so please ensure it is an accessible, frequently checked</i>

	<i>address.</i>
<b>Treasurer</b> Doug	<i>The Treasurer will directly receive invoices and finance related enquiries from Hockey NSW Finance Department</i>
<b>Officials Coordinator</b> Umpires Director	<i>The Officials Coordinator will receive information regarding umpire programs, resources and activities including Hockey Ed etc.</i>
<b>Representative Coordinator</b> Deb/John	<i>The Representative Coordinator will directly receive information and enquires in regards to State Championships from the Hockey NSW Competitions Department.</i>
<b>Registrar</b> Deb/Doug	<i>The Registrar is the contact person regarding the registration of members in the revolutioniseSPORT console</i>
<b>Junior Development Coordinator</b> Dylan	<i>The Junior Development Coordinator is actively engaged in promoting hockey programs, recruitment, and development in your area. They are also the main contact for your Regional Coaching Coordinator as well as receive the Regional Coaching Coordinator Feedback</i>
<b>Member Protection Officer</b> Bronny	<i>The Member Protection Officer will be provided updates on Member Protection Policy.</i>
<b>Social Media/ Communications Coordinator</b> Deb to contact Geoff Pensini to see if he would be interested	<i>The Social Media/Communications Coordinator should be actively updating the Association's website and social media channels</i>
<b>Primary contact for revolutioniseSPORT</b> Deb	<i>They will receive updates on the system and will be Hockey NSW's main contact in regards to the system</i>
<b>Mens Masters Coordinator</b>	<i>Is the main point of contact for the Hockey NSW Mens Masters Committee</i>
<b>Womens Masters Coordinator</b>	<i>Is the main point of contact for the Hockey NSW Womens Masters Committee</i>

## 5. Treasurers Report: Doug

- Business Arising

Moved : Doug Davidson

Seconded:

Dylan Turner

carried

the Treasurer to send an account to Wingham hockey club for their Nortec Sign \$340.00

the Treasurer informed the meeting there were 301 pairs of socks

## 6. Club House Director: LT

Keys have been cut for the new lights and handed out to all Club's at the Secretaries and President's Meeting. Noted that one of the master keys the black plastic casing came off the key and Dylan was not able to remove the key. Peter Cubbin called fixed same Monday morning.

Liquor Licence for 2017 lodged commencing on the 18<sup>th</sup> March 2017.

Pest Control booked for the 22<sup>nd</sup> February and Peter will let them in.

A12 and A6 forms sent off to Department of Fair Trading.

- Business arising:
- Move as accepted: Seconded:

## 7. Turf Director: Shane

Old like keys don't work. Lynne Turner to distribute new keys for lights and scoreboard. Clubs can cut more keys at their own expense.

Defibrillator - clubs to be informed that the Association suggests that the defibrillator be unlocked and shut when playing or training. Don't you to?? cover as the alarm will be activated. The toilet key unlocks lock

There was a clash of turf bookings between Newcastle Tigers hockey club and the come and try hockey day. Newcastle had booked the turf on the fourth and fifth of March. Tigers hockey club be informed that we are sorry there was lack of communication and offer them the opportunity to train outside the initial hours Igeg 3:30 PM to 7 PM. Shane green to contact them

Registration days – clubs not to be charged for the hire of the terms of these days

Turf cleaning – sports clean quote indicated a 5% discount for both fields. The Association also has been given a quote from Turf clean for 2008

Turf training – for 2017 stay with the turf training times as 2016

**Moved:** Shane Green

**Seconded:** Bronny Fuller

## 8. Umpire Director: Adam

**9. Junior Director: Tag** –Junior Match Committee Report; Monitoring/recording WWC/ Minkey 7-11's. Deb to discuss with Tags

### Junior playing days

Gala day is from 9 am to 3pm.

Come and try hockey

Friday the 6<sup>th</sup> March the RCC will use his players to help Dylan

Saturday for the March 3 30 to 7 PM person in charge Deb

We will need witches hats, bids, barbecue (Shane Green) music(Dylan) ice Shane and tags

water provided by Saxby's

Doug to give Deb help

Saturday for the March 3 30 to 7 pm person in charge Deb

Need to provide witches hats, bids, barbecue (Shane Green) music(Dylan) Ice Shane and tags

water provided by Saxby's

## 10. Allocation of Director's Responsibilities

- **Junior Development Coordinator: Dylan** - Participation/Recruitment; RCC Reports/feedback; Junior Championships  
**Dylan to organise meeting with junior members to get their views on structure of Junior Hockey.** May get juniors interested in helping to conduct competition. Dylan to let the board members know more.
- **WH&S and Member Protection Officer: Bronny** – Fields/ Players/ Clubhouse/Defibrillator  
Print off Risk Assessment Forms
- **Senior Reports: Shelly** – Men and Women's Match Committee reports
- **Publicity: Deb**  
Deb to contact Geoff Pensini to see if he is interested.
- **Judiciary: Deb**
- **Association Registrar: Doug/ Deb** contact person regarding the registration of members in revolutionise sport site
- **Representative Coordinator: Deb/ John** – get info an forward to the appropriate people (if they

don't already get it)

- Masters Women: Julie Collier
- Masters Men: Phil Collier (Pres-Masters)
- Juniors: Dylan
- Open Womens ?
- Open Mens ?

- **Carnival Committee:** Association Wide – rep from every club. Chaired by Board Member  
Only one championship this year – U15 boys 23-25<sup>th</sup> June  
Carnival Committee to meet 22<sup>nd</sup> April 2017 at 12 pm at clubhouse

## 11. General Business:

1. under 13 boys representative coach nomination – Timothy Lestrangle

Timothy needs or criteria for in VHA representative coach.

Moved: Bronny Fuller seconded: Dylan Turner

carried

2. **National primary games**

Held at Bathurst next weekend.

Craig Colvin informed Deb that mid coast Council will apply for the games in 2019.

3. **MVHA Match Committee – terms of reference**

Deb presented the Draft Match Committee to be presented to the Presidents and Secretary's meeting

4. **Team Registrations**

Due date 22<sup>nd</sup> April 2017

5. **Special Meeting – Rules 2017**

Meeting 6<sup>th</sup> March time?? To decide on the final document

6. **Club House signage**

Doug gave the cost of fence signage for 3017 at \$340 including GST

7. **Mens Masters 2017**

The 2017 Masters local competition will commence on Tuesday night 7th Feb. at 7pm. and will continue throughout the year until our AGM, the second Tuesday night in December.

Tuesday nights will continue to be allocated to Masters Hockey and that the same times and field allocations as previous years. ie 7pm start in pre-season, 7.30pm during season, alternating fields during the season.

8. **NSW Rego**

Association Affiliation Forms are to be completed online this year via revolutioniseSPORT. Each individual Association will receive an email via the details provided in the set-up process.

Association has to provide the following information:

- All elected committee members contact numbers and email address. As outlined in the below table
- Association Representative uniform
- Date of Annual General Meeting
- Association Annual Report and Audited Financials
- Association Constitution

Deb informed the meeting that Manning Valley hockey Association was changed to Tigers hockey club for some unknown reason. Deb Rang HNSW who changed it back. Members registering should do so as a new member. No club has access to data Lauren from HNSW will email Deb club access details. Only one member of each club will have access to their club details. Deb to send Michelle

Collier a link to Manning Valley hockey's portal

## **9. Waivers**

Meeting endorsed the waiver that Deb presented to the meeting and moved to circulate it to members and put on the Association Web Page

## **10. Family MVHA Fee discount**

The meeting draft the policy to be circulated to members

“The Board of Management of Manning Valley Hockey Association Inc. recognises the cost associated to families participating in the local competition, and for the 2017 season the Association will introduce a Family Discount Option for registration fees payable to MVHA.

The discount will be available to families where a parent, or parents, who play hockey in Manning Valley Hockey competitions have two or more children who are eligible to play Juniors, and are playing Junior and/or Senior hockey in Manning Valley Hockey competitions.

The Family Discount will apply to the MVHA registration fees for the second and subsequent child, where the second child's fees will be discounted by 25% and the third and subsequent children's fees will receive a 50% discount.

Each child is limited to one family fee reduction.

Clubs will be required to provide details of discounts claimed on a form that will be provided and to be included with their Team Registration Forms submitted to the MVHA Secretary”

## **11. WWC**

## **12. Response re Juniors – Chatham**

Deb read out her letter that she proposes to send to Chatham HC in response to the issues raised in their email. Board endorsed the points raised in her letter.

## **13. Uniforms**

Bronny raised the issue of the need for more Rep Girl's skirts. The meeting requested a stock take to be done to help with further discussions later

## **14. Strategic Plans**

Carry over to next meeting due to time restraints.

## **15. Sponsorship**

JC Muldoon to be invited the next board meeting to speak about sponsorship availability for the Association.

## **15. Insurance claim**

Doug informed the meeting that he would make an insurance claim for the nets and plastic of the goals that were burnt.

## **16. Life membership.**

The Association will not pay life member's registration fees to HNSW of the Association their membership of the MVHA. Life members playing hockey will pay their own membership fees to HNSW and club fees.

## **17. Match Committee Meetings**

Meet to do the draw for fast hockey at the clubhouse on the 16<sup>th</sup> of March 6 PM to do the draw inform clubs that 8 March is a deadline for providing the Association their match committee

representatives.

Match cards will need to be printed off with 2017 date and with any changes to be made.

### 18. Women's Masters Jumpers

Doug requested that the meeting consider how the jumpers and storage can be marketed

Meeting Closed 10.25pm

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

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

### Important Dates

Event	Date	Location
Presidents and Secretary's Meeting	Wed 8 <sup>th</sup> February 6.00 pm	Taree Hockey Centre
Board	Tuesday 21 <sup>st</sup> Feb	0477224806 Maybe Club Taree Deb
Association Primary School's Gala Day (Gloucester Schools)	1 <sup>st</sup> March 2017	MVHA Fields
Association Primary School's Gala Day (Taree Schools)	3 <sup>rd</sup> March 2017	MVHA Fields
"Come and Try Hockey" for Junior Hockey Players	4 <sup>th</sup> March 2017 Sat 3.30 pm to 7 pm	MVHA Fields
Newcastle Tigers Visit	Sat 4 <sup>th</sup> March 8 to 3pm	MVHA Fields
Meeting adoption of rules	6 <sup>th</sup> March	Clubhouse
Presidents and Secretaries Meeting	8 <sup>th</sup> March	Clubhouse
"Come and Try Hockey" for Junior Hockey Players	Friday 10 <sup>th</sup> March 5.30 to 8.30 pm	
Senior "Fast Hockey" Team Nomination due <b>Match Committee Meeting to do the draw for fast hockey 6 pm</b>	16 <sup>th</sup> March 6pm	Clubhouse
MVHA Senior Fast Hockey	18 <sup>th</sup> March 1400 to 1900 hrs	MVHA Fields
Team Nominations Due for Winter Comp	19 <sup>th</sup> March	The Secretary
<b>Board Meeting</b>	21 <sup>st</sup> March 6pm	Clubhouse
MVHA Senior Fast Hockey	25 <sup>th</sup> March	MVHA Fields
Round One draw completed	27 <sup>th</sup> March	
Winter Comp Start Date – seniors and juniors HNSW Affiliation Payment due	30 <sup>th</sup> March	MVHA Fields
Winter Comp Start Date – seniors and juniors	1 <sup>st</sup> April	MVHA Fields

Presidents and Secretaries Meeting	12 <sup>th</sup> April 6pm	Clubhouse
<b>Carnival Committee Meet clubhouse</b> Team Rego's due	22 <sup>nd</sup> April <b>12pm</b>	Clubhouse
<b>Board Meeting</b>	18 <sup>th</sup> April 6 pm	Clubhouse
<b>U18 Girls</b>	5th – 7th May	Narellan
<b>U18 Boys</b>	12th – 14th May 28 <sup>th</sup> -30 <sup>th</sup> April?	Newcastle
<b>U15 Girls</b>	26th – 28th May	Wagga Wagga
<b>Open Men and Women</b>	10th – 12th June	Macarthur
<b>Over 45s Mens Masters</b>	16th – 18th June	Newcastle
<b>U15 Boys</b>	23rd – 25th June	Manning Valley
U13 Girls	29 <sup>th</sup> June -2 <sup>nd</sup> July	Tamworth
U13 Boys	13 <sup>th</sup> – 16 <sup>th</sup> July	Hockey New England
<b>Over 40s Mens Masters</b>	21st – 23rd July	Illawarra
<b>Women's Masters Half State (North)</b>	28th – 30th July	Grafton

1. Application from Dylan Turner under 18 boys representative team coach 2017.
2. Application from Terry Burke and Adam Birkefeld under 18 girls representative team coach an assistant coach 2017.
3. Application from Carl Williams under 18 girls representative team manager.
4. Application from Bronwyn Pensini under 15 girls and under 13 girls representative team manager.
5. HNSW The minimum age for the Mens Masters Indoor State Championships 22/11/2016.
6. HNSW EOI for the Under 13s and 15s Indoor State Championships 22/11/2016.
7. 2016 Hockey NSW Financial Report for the year ended 30<sup>th</sup> September 2016 24/11/2016.
8. CloudBT Hosting Account for web \$250.00 26/11/2016.
9. HNSW Hockey mandating Small Sided Games and safer “Joey” ball from Kookaburra for all play 11 and under in all hockey competitions from 2017 28/11/2106.
10. HNSW 2017 expression of interest for the 2017 Field State Championships. 30/11/2016.
11. [HNSW Letter of Apology NSW Mens Masters Hockey](#) withdrawing from championship in 2017 in 30/11/2016.
12. HNSW Joey ball order form [order form](#) 5/12/2016.
14. HNSW Attached you will find the essential information about the registration process in 2017.
  - [2017 Registration Guide](#)
  - [2017 Affiliation and Membership Registration Fee Schedule](#) 5/12/2016.
15. Taree Tigers Hockey Club apologies in behalf of the club for non attendance at Presidents and Sec Meeting on Thursday December 8<sup>th</sup> 13/12/2016.
16. [Northrop 3 possible dugout layouts for third field](#) 14/12/2016
17. Tony Lewis comments on Junior Hockey Working Party 15/12/2016
18. [HNSW Rep Team Nomination form](#) 15/12/2016.
19. HNSW [Strategic Plan](#) and [Template](#) 9/12/2016

20. [HNSW Regional Coaching Coordinator Association Feedback](#) document and updated [Stick2Hockey](#) document 12/12/2017.
21. [Northrop Taree Hockey Centre - LED v MH comparison](#) 16/12/2016.
22. [Deb Moncks Nomination Form](#) 29/12/2016.
23. [National Hockey Insurance Program](#) 17/1/2017
24. Sharks Hockey Club Sharks Hockey Club information:- Secretary: Sandra Tran 0402861858  
Treasurer : Nicole Collison 0428449376.
25. [TurfX deep-cleaned hockey turf](#) 17/1/2-17
26. Maxine Gooch email accepted nomination for Assn Auditor 18/1/2017.
27. Shaun Fuller application to coach [Under 18 Girls Representative Team](#) 16/1/2017.
28. HNSW 2017 [Affiliations and Membership Registration Fee Schedule plus explanation](#) 5/1/2017
29. [Hunter Power Cup information](#) 12/1/2017.
30. Greg Doolan [2017 Interschool Challenge Cup Invite and Rules](#) (3)14/12/2016.
31. HNSW [2017 State Championship Memo - Dates](#) Only (2) 14/12/2016.
32. [Telstra account \\$79.99](#) due 2/1/2017.
33. [Lynne Turner BOM Nomination](#) 14/12/2016.
34. [Chatham Playing Rules proposed](#) changes 11/12/2016.
35. [Blank HNSW Association Nomination Form for completion](#) 2017 16/12/2016.
36. [Mid Coast Council Business Plan for third field](#) 14/12/2016.
37. [Shane Green BOM Nomination](#) 12/12/2016.
38. [Larry Mercer Pete Cubbin Life Membership nomination](#) 12/12/2016.
39. [HNSW MEMO RevolutioniseSPORT goes live](#) January 1 21/12/2016.
40. [HNSW revolutioniseSPORT Quick Start Guide](#) for Clubs 13/12/2016.
41. [HNSW revolutioniseSPORT Website Quick Start Guide](#) 13/12/2016.
42. Com Bank Cheque account statement/Business Loan Statement/Online Saver Statement/Corporate Charge Statement 18/1/2017.
43. Coke Price List for 2017
44. HockeyNSW "Play the Whistle Open Mens Indoor Team" 14/12/2016.
45. Sharks Hckey Club – info for contacts 18/1/2017.
46. Telstra account
47. James Cooper National Primary
48. Deb Playing Rules for 2017.
49. HNSW Mens Masters Candidates for AGM.
50. HNSW Womens Indoor Court Fees \$155
51. Womens Masters Indoor State Championships draw.
52. HNSW Masters AGM Information
53. Peter Frappell – Honour Board for Masters in clubhouse.
54. Peter Frappell Masters Winter Competition dates commence on Tuesday night 7th Feb.at 7pm. and will continue throughout the year until our AGM, the second Tuesday night in December.\
55. [Deb Monck Sponsorship Letter for Saxbys](#)
56. Taree West Club Information 3/2/2017.
57. [HNSW Regional Coaching Coordinator Association Feedback](#)
58. *Hunter Academy* cancel March 5 booking and replace it with **March 12 10am-3pm**; and can we please add a session on **April 2 9am-2pm**.
59. [Copy of quote from Sports Clean](#)
60. **Chatham HC All correspondence to** only [chathamwolves@hotmail.com](mailto:chathamwolves@hotmail.com).
61. Chatham HC MVHA as we use gas, the grant is \$10,000. <https://www.originenergy.com.au/for-home/lpg/sport.html>.
62. Wingham HC Club login with Resolution Sports.
63. The National Primary Games
64. [Deb Junior Waiver](#)
65. [Revolutionise logon](#)
66. [Kennards Hire Pty Ltd.](#)
67. [HockeyNSW Heat policy](#)
68. Deb Saxbys Sponsorship Letter.
69. [LT Liquor Licence dates](#)



- 70. [Latest Age Waiver](#)
- 71. [MVHA Senior Competition and Playing Rules- Plus appendices](#)
- 72. Town Contact Details
- 73. [Club Information Form](#)
- 74. [Timothy Lestrage Ap to coach Under 13 Rep Team.](#)
- 75. Chatham HC access will be granted to clubs to view player registration
- 76. Doug Rego Forms
- 77. [Stroud Gala day nomination](#)
- 78. LT [Dep of Fair Trading Forms](#)