

MANNING VALLEY HOCKEY ASSOCIATION INC.

MAY BOARD MEETING - Tuesday 15th May 2018

Venue: Taree Hockey Centre

Time: 6pm

Present: Doug Davidson, Shane Green, Kevin Haigh, Michelle Collier, Lynne Turner, Deb Monck

,Dylan Turner and John Surtees

Apologies: Adam Birkefeld

Visitors: Nil

Declaration of Conflict of Interest:Nil

1. Minutes of the April 2018 Board of Management Meeting:

Move as accepted: Kevin Haigh
 Seconded: Shane Green

Carried

2. Business Arising: from the minutes

a. Memorandum of Understanding Between MVCC and MVHA

Deb will organise next week.

b. Bug killer the canteen.

Carry over to next year.

c. Polytans Return Visit.

The are expected back in June to complete grooming of the 3rd turf

d. Lights out fields

It was reported to Shane there are two lights not working on the far corner of the third field. Shane will provide a map to Mid coast Council together with a request to have them fixed.

e. Opening of New Field

Deb informed the meeting that we have to give the politicians 57 days notice to open the new field. The dates suggested at the meeting were last week in February 2019 or first weekend in March 2019. Deb contact hockey New South Wales to see if they wish to attend.

3. 2018 May BOM Meeting Correspondence

17/3/2018 HNSW Championship Manual

17/4/2018 HNSW Under 15 Girls Rep Team Nominations due Friday 20th April

18/4/2018 MVHA Treasurer copy of invoice to Under 18 Girls' Team for turf fees \$250

18/4/2018 Turf Booking turf 3 TWPS vs Tinonee 25th May

18/4/2018 Tony Lewis MVHA Under 15 Boys Team Announcement

19/4/2018 Sharks HC Junior Waiver for Lucy Pearce/ Un11 to U13

19/4/2018 Wingham HC Problem with canteen duty

20/4/2018 HNSW Newsletter

21/4/2018 Tony Lewis MVHA Under 15 Girls Rep Team Selection Announcement

- 22/4/2018 Treasurer's Copy letter to Midcoast Council re lease
- 22/4/2018 Shane Green Man with dogs on 3rd field.
- 24/4/2018 HNSW Take the Pledge
- 24/4/2018 Tony Lewis request for info sent out for MVHA Under 15 Rep Team to help with the grievance problem
- 24/4/2018 Tony Lewis Extension to MVHA Open Mens and Women's Rep Team applications for Coach and Manager
- 24/4/2018 Michelle Cheers nomination for Coach Women's Rep Team
- 24/4/2018 Select Sports Mens Masters account for Balls etc Number 18-00005733
- 24/4/2018 Tony Lewis MVHA Under 13 Girls Selection Trials April 29th and May 3rd
- 24/4/2018 Lynne Turner Canteen Roster.
- 24/4/2018 HNSW Under 21 State Team announcement.

24/4/2018 NSBHA request for booking the turf U13 Girls 3rd July

- 24/4/2018 Treasurer copy of account to Manger Under 18 Boys Rep Team reimburse to MVHA turf fees from Tamworth.
- 24/4/2018 HNSW \$505 Under 15 Boys Championships Invoice.
- 25/4/2-18 Jason Sipek Junior Draws.
- 25/4/2018 Treasurer to Cundletown HC request for their Annual Statement lodged with Fair Trading.
- 25/4/2018 Treasurer to Gloucester HC request for their Annual Statement lodged with Fair Trading
- 25/4/2018 Treasurer to Great Lakes HC request for their Annual Statement lodged with Fair Trading
- 25/4/2018 Treasurer to Chatham HC request from Treasurer for their Annual Statement lodged with Fair Trading
- 25/4/2018 Dem Monck Polytan Report on third turf
- 26/4/2018 Chatham HC request for 3 keys for lights 3rd turf.

27/4/2018 Independent Carpets quote for carpet in clubhouse extension \$15,686.

- 27/4/2018 Lynne Turner Info on keys collection to clubs,
- 27/4/2018 Sharks HC request for canteen roster.
- 27/4/2018 Kurt Lovett HNSW reply to MVHA declined our offer.
- 37/4/2018 Lynne Turner club quote hundred 30 m² by \$45.50 per square delivered
- 27/4/2018 Adam Johnson injury information request
- 27/4/2018 Tony Lewis York Cup nominations and request for meeting with interested parties
- 27/4/2018 York cup information
- 27/4/2018 Jade George web enquiry when Minkey starts
- 28/4/2018 Chatham HC age waiver for Astyn Strybus
- 29/4/2018 Treasurer Illawarra Association facilities charges
- 29/4/2018 Frank Birkefeld Men's Registrar men's point score
- 29/4/2018 Sharks HC Team registrations
- 29/4/2018 Deb Monck April 2018 BOM minutes extension

30/4/2018 Mid coast Council request for Fire Certificate for clubhouse

- 30/4/2018 Tony Lewis expression of interest York Cup MVHA Team coach/assistance/and team managers
- 30/4/2018 HNSW Men's Master's nominations for teams
- 1/5/2018 Web enquiry Jane Fry when do under 11's play/what team is a place available
- 1/5/2018 HNSW Open Women's and Men's team nominations close 10th of May
- 1/5/2018 HNSW Women's Masters team nominations open
- 1/12/2018 HNSW Men's Masters letter no tournaments for Taree 2018
- 1/5/2018 Tony Lewis Chairperson MVHA Rep Team Committee confirmation for Michelle Cheers coach M VHA women's open team
- 1/5/2018 Tony Lewis Chairperson Rep Team Committee confirmation for Narelle salmon M VHA women's open team manager

1/5/2018 Tony Lewis Chairperson Rep Team Committee confirmation for Adam Birkefeld coach M VHA open men's rep team

1/5/2018 Tony Lewis Chairperson Rep Team Committee confirmation Tony Smith manager under 18 boys M VHA rep team

2/5/2018 Linda Ferguson MVHA Senior Match Committee minutes 18/4/2018

2/5/2018 Linda Ferguson MVHA Senior Match Committee meeting minutes 1/5/2018

2/5/2018 Treasurer copy of letter to send to Chatham HC re Trent Hammond un financial

2/5/2008 Jane McNeill complete women's draw

2/5/2018 letter sent to Coastal Fire Protection unsuccessful tender

2/5/2018 Chatham HC frozen players list

3/5/2018 Taree West HC Team registrations

3/5/2008 Great Lakes HC Team registrations

4/5/2018 Jane McNeill women's division three draw update

4/5/2018 HNSW "shoosh for kids" information

4/5/2018 Tony Lewis MVHA Open Men's and Women's Rep Team selection trials 10th of May 7 PM to 8:30 PM

6/5/2018 cougars HC Team registrations and age waiver for Tyrell Clarke

6/5/2018 Dom tag new email address domtag @optusnet.au

6/5/2008 Cougars HC Request fund raising application for Kyleigha Clarke 19/5/2018 morning at clubhouse

6/5/2018 Town HC Team registrations 2018 \$2311

6/5/2018 Cougars HC agenda items presidents and secretaries meeting-match cards/ frozen players list

6/5/2018 Dolly Bligh Jones Macquarie changes to playing times

6/5/2018 Jane McNeill update to draw

7/5/2018 Ray Walters new email addressraywalters67@outlook.com

7/5/2018 Town HC Team confirmation net bank

7/5/2018 Robyn Waddington enquiry regarding son Harry trialling for open men's rep team

7/5/2018 select Sports Group statement

7/5/2018 Clean Sweep turf cleaning machinery quote 55,000+ GST

8/5/2018 S and N Fencing quote for fencing the ends of the third turf 36,916

8/5/2018 A and J Crittenden fencing quote for fencing the evidence of the third turf \$30,400

8/5/2018 Jason Sipek MVHA Junior draw changes.

8/5/2018 Turf booking enquiry three terms under 13's fourth of June 5:30 PM for junior comp

8/5/2018 Carpet Craft Taree quote for carpet for clubhouse \$10,248

8/5/2018 Select Sports Group account \$529.85

8/5/2018 Treasurer WW C letter

9/5/2008 Wormald account \$557.70

9/5/2018 Commonwealth Bank loan account nil balance

9/5/2018 Dawson Wholesalers \$754.87 30th of April

9/5/2018 Lynne Turner carnival information

9/5/2018 Michelle Neal nomination of under 15 girls rep team to HNSW account due \$565.09

9/5/2018 Town HC Team registrations 2018

9/5/2018 HNSW masters newsletter

9/5/2018 Commonwealth Bank \$99 fee transactions first of April 30 of April \$1594.90

9/5/2018 Chatham HC update frozen players list

9/5/2018 The Fence Men quote offence both ends new field 35,860

9/5/2018 Chatham HC question did receive their team registrations from dropbox

10/5/2018 North Coast Filter Services invoice \$474

10/5/2018 North Coast Filter Services of Completion

10/5/2018 Volunteer recruitment services promotion 2 PM to 6 PM 21st of March

10/5/2018 Shane green sweeper" tractor and sweeper

11/5/2018 Sharks HC list of judiciary members Scott Harry/Ray Walters/day Tran/Mick cross and Marian Parvin.

11/5/2018 Wingham HC Senior team registrations plus Bridie Stone player waiver

11/5/2018 Wingham HC Junior team registrations.

11/5/2018 Shane green information on turf maintenance

11/5/2018 Chatham HC update to frozen players list.

11/5/2018 Bronny Fuller clearance to play for Scone hockey Association.

11/5/2018 Tigers hockey club team registrations 2018.

11/5/2018 Tigers hockey club frozen players list.

11/5/2018 Tony Lewis MVHA Under 15 Girls Representative Team umpire request to umpire for team at NSW state tournament

9/5/2018 Business Insurance renewal \$2,496.00 expires 30th June 2018

Roles and Responsibilities for Board Members to provide Monthly Reports (preferably in writing to John to be included in minutes when constructed)

4. Business arising from the May correspondence

a. Carpets quote

Michelle has submitted to the meeting the quotes that she received from the companies. Their quotes include tiling a metre around the edge of the bar. The quotes are to supply and lay the whole clubhouse floor with new carpet tiles MVHA will have to remove the old tiles. When they review floor after old carpet tiles are up they may have to remove old glue on the floor which will cost extra money. Meeting thought that we may have leave carpeting to later during the off-season.

b. Player waivers

Michelle is in charge player waivers. The secretary and her will see if she has all of the waivers. Doug suggested that clubs keep the originals and a hard and electronic copy of each are kept in our office.

c. Fire Certificate requested by Midcoast Council for clubhouse

Wormald has carried out the inspection and sent the association a Fire Certificate. The secretary will send it off to Council. A certificate must be displayed inside clubhouse.

d. New email address for the Taree hockey centre.

Secretary to contact Pete Mills about setting up an email address for Taree Hockey Centre .Suggest tareehockeycentre@mannningvalleyhockey.org.au

e.Turf Sweeper

Shane tabled the quotes that he has received for turf sweepers. The meeting saw the purchase or leasing of a suitable sweeper as a matter of urgency. Shane was ask to contact the companies to see if they have a leasing arrangement for the machines. Clean sweep's sweeper quote was \$55,000+ GST and was seen as the best option. Maybe the Association can receive a grant to purchase one.

f. Fencing

Shane tabled quotes for;

i. Fencing each end of the new field

- 1. The Fence Men \$32,600
- 2. A and J Crittenden fencing \$33,400
- 3 S and N contracting 36,916

The use of netting was discussed as a temporary way of stopping balls from leaving the turf. Vandalism was viewed as a potential problem. Shane was requested to get a quote to erect temporary meeting.

ii. Fencing the entire complex

Deb to contact Council to see if the permission to fence the entire complex is still okay with council

Shane tabled three quotes these being

- 1. &J Crittenden Fencing \$57,8600 incl. GST.
- 2. The Fence Men \$59,510 incl. GST
- 3. S&N Contracting \$62,500 incl.GST

The fencing of the complex was seen as being very urgent and that we should apply for a grant to complete fence and maybe a sweeper or carpet as well. Sponsorship may also be an avenue.

5.Treasurers Report

Statements were emailed to board members and tabled at the meeting Summary

business online Saver \$11,261.25 credit Society cheque account \$36,451.64 credit better business loan nil

Business Arising

a. Chatham hockey club has paid the registrations
Treasurer's Report

• Move as accepted: Doug Davidson

Seconded: Dylan Turner

carried

6. Club House Director: report see enclose

Business Arising:

- a. Succession plan for association including Gloria's position. At the moment no takers for Dots position
- b. change in roster
- c. last game duty team to empty all bins and lock up downstairs
- d. recycling going well
- e. idea to seek Council get bins and recycling
- f. ladies offer to help on Saturdays in the canteen at \$100 was rejected

Move as accepted: Lynne Turner
 Seconded: Dylan Turner

carried

7.Turf Director: see enclosed

- Business arising:
 - a. catch up games people need to get back to Shane
 - b. Sue Pickering booking okay
 - c. dugouts are not being Tidy
 - d. Jason Sipek has been asked about people move the goals after they have used them
- Move as accepted: Shane green Seconded: Doug Davidson

o carried

8. Umpire Director: Included in minutes

Business arising:

• Move as accepted: Dylan Turner Seconded: Shane Green

carried

9.Juniors Director: –Junior Match Committee, Participation/Recruitment Report;

- Business arising:
- Move as accepted: Seconded:

10.WH&S and Member Protection Officer: Kevin - Fields/ Players/ Clubhouse/Defibrillator

- Business arising:
- Risk assessment
- Move as accepted: Seconded:

carried

11. Seniors Match Committee reports -

Business arising:

- i. dramas with junior and senior matches .State of origin no senior matches will be played in games have been moved to Thursday. There was conflict between juniors and seniors with the draw on that night. This has been resolved with the juniors agreeing to move their matches.
- ii. frozen lists have been settled
- iii. confusion with umpiring and canteen duty coincided

Move as accepted: Michelle Collier Seconded: Dylan Turner

carried

12. Publicity: Deb

• nil:

13. Judiciary: Adam

nil

14. Association Registrar: Deb/Doug?/

Registration update: 837 players registered ages from 4 years to 76 years 50:50 split male to female. Doug and Michelle to meet to work on team registrations

15.Representative Coordinator: Deb via Tony Lewis – no report

- a. Rep team committee doing an excellent job with all trials and selections organised.
- a. **RCC** Deb informed the meeting that the new RCC, Leigh McIntosh has been pointed to replace Ben Hanlon and who originally is from Lithgow and now stationed at Port Macquarie. He will take up his appointment on 21 May 2018.
- b. HNSW School Liaison Officer HNSW have pointed Brett Johnson as our School liaison Officer who will work with schools in the Manning area and hoping to increase school participation in hockey programs within the manning area
- c. Girls AAP to start next week

2018-19 Hockey NSW Athlete Acceleration Program (AAP) Girls Squad - Priya Bourke/Jamie Balding-Little and Lara Watts have gained selection Annika Tookley from Port Macquarie was also selected. No boys were selected

16. Carnival Committee.

Information has been sent out to clubs to let them know when and where carnival committee will meet and apply a minimum of one member of club. The meeting of this committee is to be held this Saturday at 12:30pm upstairs at the clubhouse.

17.General Business/ Business Arising from P&S Meeting 18th May 2018:

a. There is a need for brushes to clean feet at 3rd turf

Meeting discussed the best entry of the new field. Kevin to ask Larry and the other boys to put brushes to clean players feet at the entrance to the double gates. A request to see if one of the double gates can be locked off to prevent cars from getting on the turf. Both bunkers to have gates made and erected that are lockable. A sign to request players to enter the field here and that a request for players to please clean shoes before entering the field to be elected.

Polytan agreed to pay Mid coast Council to repair the grass area on the low spot at the entry of the new field. Concern was expressed that if not done now be a problem if and when we receive rain for heavy pedestrian traffic such as the state championships.

b. Rubber on the fence at the back of each goal

Kevin and other volunteers are keeping their eye out suitable rubber to go on the fence prevent damage.

c. Clean out downstairs at clubhouse

The meeting agreed that downstairs needed to be tidied up such as removing the massage table 10th and third of June 10 AM seem to be the suitable dates for the cleanup.

d. Entrance to the clubhouse

clean up and tidy entrance to the clubhouse such as removing garbage bins and lockers. Michelle to organise.

d. Socks purchased by Brenda Meldrum.

Brenda has purchased 106 pairs of rep socks for \$1000. Meeting agreed to sell them for \$10 per pair. In future we look for a new supplier.

e.Scoreboard and computer for Terry launders field

Ants antenna account to pay is \$350 for work done on the ATF scoreboard and computer. They are coming out on Thursday to take out the motherboard on the scoreboard, take over at Port Macquarie to be fixed and then brought back and reinstall.

f. Increase player numbers in a team

Carryover to AGM

g. Women's Masters Committee

Michelle has received great support for the committee. Ruth Sheather will be the Assistant Treasurer To enable the Women's Masters to open and operate their own account on the same basis as the Mens Masters and the BOM must pass a motion which gives authorises this.

Motion

"That the MVHA Masters Womens will now have autonomy over their banking and have permission from the board of MVHA to open up a separate account to deal with Women's Masters only."

Moved: Michelle Collier Seconded: Doug Davidson

Carried unanimously

h.Portable Grand stands

Deb to ask Council they move portable seating from under the clubhouse Veranda over to the new field.

i.Summer Hockey

the meeting thought that some hockey is an idea which need to be sent to P&S to get ideas on interest/ format.

j.Keys for lights

clubs are requested to see Lynne if they want keys for the lights on the new field

k.Judiciary Members

Clubs had been requested to nominate suitably qualified people for Manning Valley hockey judiciary sharks have sent in their nominations and they are Scott Harry/Ray Walters/Dave Tran/Mick cross and Marian Parvin.

I.Cougars Fund raising application

Not going ahead

m.Midcoast Council Lease Document for completion.

This document is process of being completed with input from Deb John and data.

n.Mid North Coast soccer

Deb received a phone call Bruce Porter mid North Coast soccer who spoke her about having a permanent booking will occur field he stated that they would be 400 kids and training program and are looking at a 5 to 10 years commitment depending on cost.

Doug presented spreadsheet showing fees charged by Illawarra Hockey Association for use of the facilities by other sporting bodies. Deb informed Bruce Porter that they submit an expression of interest from them for our consideration.

o.Breach of our code of conduct

A written report was given by Shane and supported by Michelle that a member of Chatham Hockey Club was seen drinking a bottle of alcohol which he had purchased from outside the hockey centre and was drinking in the men's change room. It was further stated that the bottle was kept in another members hockey goalkeeping bag. The meeting expressed anger and concern that members are prepared to put in jeopardy the MVHA liquor licence. Action must be taken immediately. As this a breech of our members code of conduct. Deb will contact the executive of Chatham hockey club to discuss what action should be taken. The meeting was disappointed that other members of the associations witness the behaviour and took no action.

The no further business the meeting was closed at 9:50 PM

Signed: Signed

John Surtees Deb Monck Secretary President

REPORTS

Clubhouse Director's Report – 15th May 2018

Canteen Roster has been sent out for both the Senior's and Junior's please note that as there are now Junior Hockey on some week nights that roster has been done to incorporate these as well.

Gloria has advised that she know a lady from Lansdowne who would willing to come in and help on the Canteen on Saturday mornings for 5 hours, for cost of \$100. Gloria suggested a start time of 9am to 2pm. Cathy Groth has advised me that she will come in and help Gloria on Saturday afternoons from 1.30pm.

Just reminder when you are on duty check with Gloria to see if needs the fridges re stocked, if the Volunteers aren't busy you ask one of them to help stock the fridges, this also includes the Bar Fridge.

I have tried to balance out as much as possible amongst all Clubs.

Coverage for Junior Hockey will be from 8.30am to 1.00pm and Senior Coverage will be from 1.00pm to 8.00pm I have adjusted the times slightly so that the Bar Roster and Matches up with the first two shifts on the Saturday Senior Canteen Roster.

Information on how to obtain your RSA is attached and will be sent out via e-mail to all Clubs.

Have been conducting recycling of the bottles over the last couple of weekends and averaging \$30 per weekend, with only minimum number of bottles being collected.

Please pass onto your members that there are receptacle's available to your bottles to be put into for recycling. (Near the TLF exit door in the Clubhouse). Please ensure that the bottles are empty prior to placing them into the container. (Needing volunteers to take to the recycling depot, as Deb has been doing this each weekend). Deb has put forward to the Council/Recreation Committee that a recycling depot be placed at the Rec Grounds, due to the many other sporting groups in this area and the convenience of plenty of parking and pace to put one here, hopefully this will happen.

3rd Turf Light Keys have been handed out to all Clubs and an order has been placed to obtain extra keys for the clubs at a cost of \$20.95 each. ? Doug to invoice Club's once the extra's have arrived.

Duty Roster Completed - Have only rostered one for each shift (to lighten the load of how many times you have to do duty), just wanting feedback on this, Suggestion when locking up, during the last game ask for assistance bring any excess chairs and round tables and lock up the New Extension part of the Club House. Once the last game is completed go down and lockup all the downstairs areas, this then only leaves the old section and front doors to be locked. Once you call last drinks, close of the till and bag the money and run the reports of for Cash Register and Albert. I find that if you ask any of the players who have come for a drink they are more than happy to wait while you finish locking up and going to the carpark with you.

Have been in contact the Advance Coast Security in relation to the alarm system and not being able to input any new code. Spoke to a technician who asked me what the master code was when I gave this to him he said that it wasn't enough numbers and to email them an updated list of members requiring access codes.

Doug was also in contact with them in relation to us now having NBN installed and switching over from landline to Wifi and was advised that this had already be put in when the extra alarms were put in place for the new extensions.

Meeting being held this Saturday for the Carnival Committee meeting at 12.30pm.

Lynne Turner

Club House Manager

Umpire's report - May 2018

 3 umpires upgraded to community umpire (Lachie Harry, Griffin Coleman & Kye Lewis). Have spoken with Chris Dennes and asked that he encourage the junior umpires to be working towards upskilling to at least community and that I am willing to help out these junior umpires most Saturday mornings. We have a number of new junior umpires willing to learn and umpire of a Saturday which is great to see, so much so to the extent that Chris is now able to not use all umpires every weekend and rest them.

- Zeke has phoned me (And I think emailed Deb?) he is looking to run some clinics and courses with our umpires prior to championships in Taree but is also happy to try and make some time to come and help out if we can give him some dates.
- To date I have only received judiciary nominations from Sharks and Taree West. Whilst I am hopeful to not have to use them this year can we please ask that all clubs have this to us as a matter of urgency in case the need arises.
- Headsets These are kept in the hockey shop down stairs and are available for umpires to come and use and for JMC to use with coaching needs. I have kept them down here not with the scoreboard computers just to protect and save them from theft a bit more.
- Have had some people raise the issue of the standard of umpiring in our division 1 seniors matches (men's and ladies).

Personally I think the quality of umpiring in division 1 this year has been very strong with the likes of Blair, Tony Lewis, Wade Harry & Paige Connolly umpiring to name a few.

I think this is more of an issue with player attitude and respect for officials rather than the umpire themselves.

In saying that If anyone else has had issues or heard of issues with the standard of umpiring across our seniors in general can you please raise it with me so I can get to the match and assess whether that umpire is actually suitable for the grade the club is using them on.

TURF DIRCERTOR REPORT MAY 2018

- 1. I received 3 quotes for fencing around the new turf.
 - 1. A&J Crittenden Fencing

\$33,400 including GST

2016 they did the fence on the south side of TLF it cost around \$16,000

2. The Fence Men

\$35,860 including GST

3. S&N Contracting

\$36,916 including GST

- 2. Security Fence around the complex
 - 4. A&J Crittenden Fencing \$57,8600 incl. gst.
 - 5. The Fence Men \$59,510 incl. gst.
 - 6. S&N Contracting \$62,500 incl. gst
- I have forward three quotes on turf machines to Deb for grants.

The prices range from \$45,000 to \$60,000 and these machines will cut cost and time

down

It takes at this stage 4 hours each turf.

- Poly tan spoke to me when they here and if we don't start to clean the turfs with the right machine we will cut life of turf by 5 years.
- JMC is working with me for extra times deferments looking at Friday nights when ladies play to support canteen.
- Sue Pickering (NSBHA) have contact me to book turf 3 on the Thursday before the carnival Full turf 4pm to 5pm and half fielded 6pm to7pm For their 3 teams.
- Reminder to SMC and JMC to keep dug outs clean from rubbish drink bottles and paper and band aids etc. Use the bin.
- JMC to have members to move goals on turfs when playing on Friday nights and Saturday morning.
- Monday night 14/05/2018 I had a coach and player game over to me abusing me because I only turn the Western side lights on the ATF at 5pm (JUNIORS was training) and I spoke to other coaches they were fine with that and they would let me know if they needed the full lights later when seniors start training.

Cheers

Shane Green

Turf Director

15/5/2018