**MELVILLE LITTLE ATHLETICS CENTRE**

**MINUTES OF THE MONTHLY MEETING HELD ON 2nd JUNE 2015 AT MELVILLE LITTLE ATHLETICS CLUB ROOMS, MARCUS AVE BOORAGOON COOMENCING AT 7.08PM.**

**1. PRESENT:** John Watters, Julie Rees, Brett Johns, Tammy Pearman, Catherine Zhoya, Michelle Kenworthy Groen, Graham Cowin, Mark Shaw , Deb Smith, Julie Pearman Johns, Roger Hinton, Annette Ellul, Tammie Crawley, Ann Marie Becker,

**2. APOLOGIES**: Reg Bourne, Karen Keating, Mark Blackman, Reg Bourne, David Rowbottom, Steve Ford, Ilsa Yates, Tania Copeland, Mel Spence

**3. WELCOME:** The Chairperson welcomed everyone to the meeting.

**4. PREVIOUS MINUTES:** It was moved by Julie Pearman Johns, seconded by Roger Hinton, that the minutes of the previous meeting, conducted on the 5th May be accepted as a true and correct record of the proceedings with the change that 5 athletes were to be reimbursed for ALAC championships not 4. **Carried.**

**5. ACTION ITEMS:**

**1/7/14 – 4** Electricity/water bill with Melville council – Finally have breakdown from the council. – Simon looking at data.

**5/5 /15 – 1** Let Brett know if clubs want to renominate for major job positions – See below. Will give out at AGM. close

**5/5/15 – 2** See if Ribbon data update is necessary – Simon will look into this in July.

**5/5/15 – 3** Feedback on ribbons or certificates – Olympia want a certificate with gold and blue, Melway yes to keeping ribbons. No feedback from other clubs. close

**5/5/15 – 4** Eric Christian award – see below

**6. CORRESPONDENCE**

Parking map for Hamersley cross country

Board Vacancy Nomination form

Letter from Kennedy College about coaching for students.

**REPORTS**

**Chairperson:**

**FINANCIAL REPORTS**

All accounts have been referred to the auditor. At this stage there is a discrepancy with one of the accounts that an appointed executive subcommittee is attempting to resolve. This will continue in camera with the understanding that the executive is accountable to our members and full information will be provided in due course, once all investigations have been completed.

**DUKE OF EDINBURGH – AWARD PROJECT**

As a follow up on discussions on potential leadership opportunities for athletes moving into the older age groups, an opportunity has presented itself via the Duke of Edinburgh Awards. I declare an interest that I have an involvement in this process through my employment; however the criteria and recognition potential for older Athletes is too good an opportunity to overlook. Athletes will be able to progress through the achievement stages with the added benefit of these accounting to possible WACE attainment, scholarship applications and possible future pathways.

I will email out the proposal to enable others to make their own decisions with the only ‘catch’ being the Centre annual registration fee.

**ORANGE BOOK**

A proposal has been received to cover the printing costs of the Orange Book. On the surface this appears a ‘good deal’ however there are restrictions on our ability to veto advertisers which may be in conflict of our own and the Centre wears the liability of the advertisements cannot be ‘on sold’.

Clubs are also asked to check their current details and update as appropriate via return email. **(Action 2/6/15 – 1)**

**CONSTITUTION**

Committee members are asked to review the current constitution as well as another copy titled Constitution – Discussions. Whilst I am not clear on the origins of the document, I would like to address it so we can either accept suggested changes or delete this copy from our records.

Members are also asked to pay attention to the wording of the document, particularly the definitions and requirements as listed. I would like to investigate a new committee structure as the current committee set up of 14 appears large and whilst I acknowledge that there may be significant reasons behind this, there is scope for streamlining this for the future.

**Vice Chairperson/ Deputy Zone Coordinator: Nil**

**Treasurer:**

As at 31/05/2015:

Beyond Main A/c balance = $29,885.76

Beyond Canteen A/c balance = $11,328.76

Beyond Seniors A/c balance = $ 426.27

* 5 x $250 paid to Melville Representitives at 2015 ALAC Nationals.
* Canteen review ongoing – currently being negotiated to be reviewed by WA Sports Federation accountant.
* Centre financial reports are currently with the auditor.

**Secretary:**

Can everyone please send me their reports for the AGM.I will need these by the 23rd June.

Board Nominations for WALA. Teresa Blackman is nominating for Chairperson. Moved by Ann Marie Becker and 2nd by Julie Pearman John and all agree to support this nomination. If anyone else wishes to nominate for any positions available please send resume to Secretary.

WALA meeting Review

The Auditors report from the AGM last year was passed

WALA has engaged the services of Rod Lillis to help them with their finances. He works for WASF and this is funded by DSR to offer a financial support program. He helps to make sure the books are accurate, they understand the finances and with budgets and planning. He can also help clubs if they need.

Chairman - WA won ALAC championships. Well done to everybody involved, coaches and athletes.

Can everyone please read ‘Independent review of athletics in Australia’ on LAA website. 16 recommendations were made on how AA can implement changes to the delivery of athletics.

A meeting on the new constitution will be called soon. Anyone interested please come.

State conference will be 13th June. Details will be sent out shortly.

LAA state conference was held in Perth recently. Main things to come out of this was LAA governance, Social media policy, roll of excellence nominations (Nominations close in June for people in Little Athletics). NTC motions – 24 motions to rule changes. These will be sent out soon.

Thankyou to grid maintenance and Construction for $3000 donation.

Admin and Development – Draft constitution will be emailed and put on website in 2 weeks.

Athlete Development – Under 16 – 17 multi transition. Following on from centre feedback the first day will be the Saturday before Multi’s at Langford oval.

2015 Development squad – Invitations have gone out to 110 athletes.

AIS Canberra – List will be out shortly.

Registrar – There are 122 new registrations for winter so far.

Officials Accreditation - All centre’s need to put forward names of people that want to be trained as changeover judges for relays. WALA need a minimum of 8 but would like 16.

Jetstar vouchers will be given to officials from ALAC’s. All names will be put in hat and drawn randomly. $200 vouchers for Key officials and $100 vouchers for helpers.

**Registrar:** We do not currently have a registrar. This is an important position. Can clubs please canvas members for interest**. (Action 2/6/15 – 2)**

**Records and Results Track: Nil**

**Records and Results Field**: Nil

**Development Officer:** Nil

**Championship and Special Events:** Nil

**Arena Manager:** Have culled 10 jobs from the current roster. Main jobs if not nominated by clubs will be drawn at the AGM.

**Field Arena Manager: Nil**

**Winter Manager:** Family involved in the Incident from first cross country run have been sent the code of conduct forms. Have not received an incident report from WALA yet.

**Equipment manager:**

1. The update defect list from the Busy Bee is detailed below.
2. The replacement PA system is proving difficult to get council approval. Simon and I have been back to Mega Music to look at alternatives. The council believe the three speaker in the one location will create more noise, hence the visit to Mega Music for further options.
3. If equipment is loaned from the Len Shearer sheds the Equipment Manager or the Chairperson are to be informed. There is a sign out/in sheet in the back shed for all loaned equipment, if approved.
4. If defects are noted during the off season, please inform me (tmblacky@optusnet.com.au or 0488 918 089 when I am home), so items can be repaired prior to the next athletics training session and/or prior to the new athletics season commencing.
5. The defective start guns have arrived in Tasmania and further advice will be give once the defective equipment has been inspected. A quote will then be forwarded detailing repairs required to the three start guns.
6. The replacement high jump measuring rule will cost a minimum of $89, however this is the basic rule. If better and more robust equipment is required the cost for each rule will be $110 plus.
7. I would like to renominated for the position of Equipment Manager for Season 2015/2016.

**Coaching Coordinator:**

**Officials Co-ordinator:**

**Council Liaison**:

**Canteen Manager**: Canteen manager has submitted the canteen accounts to the treasurer. How can we improve the canteen - Looking forward –Eftpos machine? List of recommendations for next meeting. What do we want out of the canteen?

**First Aid officer**: Nil

**Communications/Website Officer**: Nil

**Publicity: Nil**

**Uniforms**:

**Sponsorship:** New packages for 2015/16 have been sent out. 10% discount for early renewal. I have written to new businesses for sponsorship. Cut off for sponsors for orange book is August.

**Seniors** **Report:**

**7. OTHER BUSINESS:**

**Centre fee –** Need to look at all our costs and set a fee. Will set at AGM

**Club Nomination for Major sites** – Will draw at AGM if no clubs nominate for positions

**Award in honour of Eric Christian** - Palmyra Bicton would like to put forward the suggestion of the Eric Christian Athlete Life Member Award ( our 11 year award) as this is for longevity in the sport, something Eric was passionate about. Will address this at AGM

**8. DATE OF NEXT MEETING:** Tuesday 21st July – AGM - 2015 to be at 7.00pm at the Melville Recreation Centre

**9. MEETING CLOSED:** There being no further business, the meeting closed at 9.00

**ACTION LIST**

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| **1/7/14 – 4** | Electricity/water bill breakdown of accounts with Melville council.  | Treasurer/Council LO/Chair |
| **5/5/15 – 2** | See if Ribbon data update is necessary | Simon |
| **5/5/15 - 4** | Eric Christian award  | Everyone |
| **2/6/15 - 1** | Check details in orange book and send update to John | Clubs |
| **2/6/15 - 2** | Advertise to members for registrar | Clubs |