**MELVILLE LITTLE ATHLETICS CENTRE**

**MINUTES OF THE MONTHLY MEETING HELD ON 30th March 2015 AT MELVILLE LITTLE ATHLETICS CLUB ROOMS, MARCUS AVE BOORAGOON COOMENCING AT 7.00PM.**

**1. PRESENT:** John Watters, Julie Rees, Ilsa Yates, Brett Johns, Tammy Pearman, Catherine Zhoya, Karen Keating, Annette Ellul, Michelle Kenworthy Groen, Reg Bourne, Graham Cowin, Mark Shaw, Mel Spence, Ann Marie Becker, Tania Copeland, Deb Field, Mark Blackman, Steve Kempson

**2. APOLOGIES**: Olive Nasselharn, Lynette Field, Natasha Clutterbuck, Terri George, Julie Pearman Johns, Roger Hinton

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

**4. PREVIOUS MINUTES:** It was moved by Reg Bourne, seconded by Brett Johns, that the minutes of the previous meeting, conducted on 3rd March be accepted as a true and correct record of the proceedings. **Carried.**

**5. ACTION ITEMS:**

**1/7/14 – 4** Electricity/water bill with Melville council – Finally have breakdown from the council. - Close

**4/11/14 – 2** Speak to council about Melville future at Len Shearer – John has meeting with council soon - close

**3/3/15 – 1** Advise WALA about achievement books - Close

**3/3/15 – 2** Under 16/17 feedback to WALA - Close

**3/3/15 – 3** Send feedback about constitution to WALA - close

**3/3/15 – 4** Send feedback about CACWA to WALA - close

**6. CORRESPONDENCE**

Beyond bank statement

Invoice from council

Athletics Review

Important information – WA athletics stadium

Zones Summary sheets

Letter from Admin and Development of centres

Invitation to morning tea

Important information re tents

**REPORTS**

**Chairperson**:

**ZONE CHAMPIONSHIPS**

I extend a collective thanks to all athletes, parents, clubs and committee members who contributed to our hosting of the 2015 Zones Championships at the Langford Sports Complex. The Zones championships was an opportunity for many of our younger athletes to compete against other centres for the first time and I acknowledge all who participated, those who won medals and those who progressed through to states.

Committee members would be aware of the trial and tribulations of hosting the event and I certainly believe that there is room for improvement, especially if we continue to host the event at the same facility each year. I believe the sentiments is best summarised by the feedback I received of “it was like trying to organise your own party at someone else’s house”.

I have emailed WALAA with feedback on the event as well as suggestion about the nurturing of athletes who were forced into competing, when they were departing for the Nationals on Tuesday.

**STATE CHAMPIONSHIPS**

On a personal level I am annoyed that I went to a STC meeting on the 14 January and provided feedback on our duty of care to athletes, time management and communication based on the State Relay Championships. These issues were of simular concern again with Saturday being beyond acceptable. If I may indulge my credentials, I have organised and run school carnivals in the past and know directly that whilst it is hard work, overall it is not that hard. Once again we had athletes on the track waiting an hour without water or toilet breaks, warm up or down opportunities or announcement from the PA indicating what the possible delays may be. All I can do is continue to put forward our feedback in the hope it will be received or improved.

On a centre level I was impressed by the number of Melville athletes appearing on the podium, displaying high levels of sportsmanship and achieving PB’s. It was also one of the rare opportunities I could sit and enjoy the experience with my own children which further enhanced the experience.

**NATIONALS**

Common feedback over the past few weeks has been the success of our athletes who represented WA at the Nationals.

I am of the believer that making the team alone is a significant achievement and I acknowledge the following athletes;

|  |  |  |
| --- | --- | --- |
| Caitlin Blackman | James Gallaugher | Daniel Kempson |
| Georgia Boxley | Nathan George | Liam Moore |
| Lachlan Fox | Callan Howe-Robinson | Iysha O’Meara |
| Liam Fox | Lauren Hyde-Cooling | Imogen Taylor |
| Stefan Rajakovic | Lara Ilievski | Isabella Reeves |
| Nicole Robinson | Luke Shaw | Sasha Zhoya |

**CONSTITUTION**

WALAA have received our feedback on the constitution and I would also like to draw to the attention of members the email from UWA last week to facilitate further dialogue on the matter.

**SEASON REVIEW MEETING**

Last Monday, an informal feedback session was conducted with representatives from clubs afforded the opportunity to put forward their views or areas they would like to see addressed. Discussion from this night centred on issues associated with Training, Rosters, U/12’s integration and the Pro Race.

**FINANCIAL MANAGEMENT**

All monies received need to be received and banked in the shortest possible timeframe in order to maximise our return from interest accounts, as well as to install appropriate risk management practices.

To ensure both compliance and audit requirements, all accounts need to be paid via club cheque.

**SENIORS AWARD NIGHT**

This was a well-staged and attended event and further highlighted the resurgence of our athletes in the U/15-U/20 age groups.

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

**Treasurer: AGM will be held on the 21st July.**

As at 31/03/2015:

Beyond Main A/c balance = $32,635.79

Beyond Canteen A/c balance = $10,599.79

Beyond Seniors A/c balance = $ 635.00

* Reminder any reimbursements need to be in within the next week please, due to nearing the end of financial year.
* All wind up accounts received have been paid or reimbursed thus far. Need record certificate invoice from D. Rowbottom.
* Query whether zones fee for line marking and paint has been received as yet by committee?
* Have emailed last year’s auditor Mr Harold Shrigley and he is happy to audit again this year providing the time frame remains the same. All financials need to have been tabled at our AGM and supplied to WALA in August for their AGM, thus need to have our AGM in July at latest. Tentatively suggest Tuesday 21st July or Tuesday 30th June 2015.
* Outstanding invoices still owed:

- Inv. 36 $93.00 by Bateman Bullcreek –Council oval hire fee from 21/02/15.

- Inv. 25 $130.00 by Melway – Rego from 22/11/15. (pending City of Melville Kidsport reimbursement.

* Spoke with City of Melville re credit/reimbursement of Kidsport /Activelink vouchers – sent through copy of correspondence & invoice again and Ms Renae Parks (CofM) advised she was following it through and payment to MLAC should be made soon. I also requested & received a utility accounts breakdown spreadsheet from Council which should enable some more analysis to be done on the annual account portions & breakdown between to Soccer Club & MLAC. (Will work on this for future meeting discussion.)
* Seniors account has not been used by Seniors in the manner it was agreed. Propose to change the name of the account to ‘Auxiliary’ enabling the account to be used as a support account by MLAC. The account is temporarily being used as a Zones expenses account (as previously minuted) for ease of tracking purposes. Kate Robinson to be temporarily removed as signatory, pending further discussion with Seniors regarding account policy. **All agreed passed.**

**Secretary: Nil**

**Registrar: Nil**

**Records and Results Track: Nil**

**Records and Results Field**: Nil

**Development Officer:** Nil

**Championship and Special Events:** Very busy month with States and Zones. As a centre we need to send letter to WALA to address the problems with States. The same issues keep arising. Athletes being kept at marshalling too long. A lot of protests arose from hurdles being wrong heghts and positions. Maybe need another track referee. Medals for field events took too long. Maybe there needs to be a medal organiser for both track and field. There are too many heats for track events. Maybe less athletes chosen from each zone. Announcement of medals should be full name not abbreviation. The positive areas were field events ran on time, two sights were set up for throw events when they started running late and the speakers were placed around the arena. Chairman will send letter to WALA **(Action 30/3/15 – 1)**

**Arena Manager:** Nil

**Field Arena Manager: Nil**

**Winter Manager:**

**Equipment manager:**

**General:**

1. Note to all members that next season will see the change of events for each club to manage. It is in the clubs interest to ensure the equipment location and requirements for those events. I will be available during the off season to assist personnel get familiar with all aspects covering the equipment requirements (see contact details below). The major event regarding equipment is the straight and circular starting gates. Unfamiliarity with the starting gates/equipment setup has prevented the commencement of proceedings. Personnel need to ensure they have a good understanding of the starting gate arrangements and the connection of components, especially the key official.
2. If defects are noted during the off season, please inform me ([tmblacky@optusnet.com.au](mailto: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.
3. The Busy Bee will be held 28th Mar 2015, and the equipment list will be presented at the May meeting along with a wash-up of proceedings.
4. The PA is back on the agenda and I will put a proposal together regarding the installation/connection arrangements and pass this to Simon for Council approval and hopefully assistance with the installation costs.
5. 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.
6. The shed lockbox number has been changed for the winter season, as there are too many athletes (kids) that know the lockbox code. Only approved coaches and the Winter Officer will have the code. All coaches are to supervise the collection and return of equipment and the code is not to be given to athletes.
7. Thanks to all for a great 2014/2015 athletic season and I look forward to seeing you all next season.

**Coaching Coordinator:** Cross country training starts April 22nd at Piney Lakes. Maybe for next year’s training split into junior, intermediate and Seniors. If we need to hold a training session at Len Shearer we need to let Seniors coaches know.

**Officials Co-ordinator:**

**Council Liaison**: City of Melville breakdown forwarded to Simon so he can do an analysis. He is working on it. Kidsport processed by Activelink not the City of Melville.

**Canteen Manager**:

**First Aid officer**: Nil

**Website:** Storage limit reached. Need to archive some information and investigate options.

**Communications/Website Officer**: Nil

**Publicity: Nil**

**Uniforms**: Nil

**Sponsorship**: All sponsors happy. Last season we raised $4600 and this year’s target is $5000. Target letter will go out now and offer a discount for getting in early.

**Seniors** **Report:**

**Senior Sub-committee meeting MINUTES**

**Date: 17th March 2015**

Present : Kate Robinson, Albert Cianfrini, Sarah Boxley, Tony Natale, Roger Parenzee, Catherine Zhoya

Apologies:

Minutes of previous meeting: Accepted by: Sarah Boxley , seconded by: Albert Cianfrini

Correspondence: Receipts for Relays.

**Item # 1: CACWA.** Catherine and Greg attended meeting. LA perspective of merger. +ve move towards merge. Fed/State want one body. AA will move towards LA age grouping, no changing age-group mid-season. Aim to align between both bodies. AA rules re implements, hurdles etc. Resistance is historical – age of board members, don’t want to lose funding / identity. This will be maintained – facilitate pathway from one to another.

**Item # 2: AJAC**. Great support from WA supporters in the stands. Mel Tantrum a fantastic presence and great at keeping the kids organised and happy.

Massage Therapist – well received / success. More athletes approached her for time (other clubs / states). The organisation was outstanding. Thanks to Sarah.

**Item #3**: **Awards Night**: Saturday 28th March 2015 6-8pm. Soccer Rooms at Len Shearer.

$25 per hour for Bar staff.

Food: Pizza being provided (Albert and Roger)

Games – Badminton, gripball, soccerball etc for kids if they want to use them.

**Item # 4 Awards:** Greg Clark to MC the evening.

Roger to help with handing out awards and speaking about each athlete.

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| outstanding field achievement: **Stefan Rajakovic** | | |
| outstanding track achievement: **James Gallaugher** | | |
|  | Men | women |
| open |  | **Rebecca Vester** |
| u20 | **Scott Russell**  Theodore Kenworthy-Groen | Holly Hughes  **Nicole Robinson**  Amy Reid  Nicole Clark  Kate Holt |
| u18 | Lachlan Fox  Nathan George  **Liam Moore**  Alex Phua | Georgia Boxley  **Sophie Williams-Woods** |
| u16 | **Luke Shaw**  Luke Pidcock  Liam Fox | Caithlin Blackman  Lauren Hyde-Cooling  Lara Ilievshi  **Isabella Reeves**  Imogen Taylor  Mikayla Johns |
| 14 | **Sasha Zhoya**  Daniel Kempson | **Courtney Johns** |

**General Business**

* Can we ask that the floor space in the clubroom be kept as clear as possible for winter training.
* Note to Seniors coaches as a matter of communication as to the added use of oval for training by Las. Support for the initiative but would have liked some notice to allow adjustments to training schedules.
* Sub-committee agree to pay for trophies, food and barstaff out of BBQ money. Once receipts have been received and money given, balance will be deposited into seniors bank account.
* Use of clubroom over winter. To avoid overcrowding, coaches will organise winter roster amongst themselves. Room to be used only with supervision from accredited coaches.

**Next Meeting 11th August 2015**

**(to discuss training by seniors coaches in the new season, prior to registration day to allow adequate time for dissemination of information.)**

**Meeting closed: 9.20 pm.**

Seniors rep job is to bring togetherness. Problem with seniors subcommittee is its run by coaches. Need for committee members so coaches can concentrate on coaching.

**7. OTHER BUSINESS:**

1. **Combined training –** Olympia supports. Clubs should mke their own arrangements
2. **Orange Book –** Cost is $1800. Should we print it or just have a website version for people to print their own. Can clubs please canvas members. Chairman will prepare book and have it ready.
3. **Website –** Should this be mobile enabled. Cost is $750.
4. **Retention of athletes** –ideally coach’s for 12’sbut in reality It’s hard to find coaches. What to clubs want us to do as a committee? !3’s and above can find coaching through Catherine.

**8. DATE OF NEXT MEETING:** Tuesday 5th April 2015 to be at 7.00pm at the Melville Little Athletics Club rooms.

**9. MEETING CLOSED:** There being no further business, the meeting closed at 9.01

**ACTION LIST**

|  |  |  |
| --- | --- | --- |
| **1/7/14 – 4** | Electricity/water bill breakdown of accounts with Melville council. | Treasurer/Council LO/Chair |
| **30/3/15 – 1** | Letter to WALA about Sate Championships | Chairperson |