**MELVILLE LITTLE ATHLETICS CENTRE**

**MINUTES OF THE MONTHLY MEETING HELD ON 8th AUGUST 2017 AT THE DOME CAFÉ, EAST FREMANTLE, AT 7.05 PM.**

**1. PRESENT:** John Watters, Julie Rees, Julie Pearman Johns, Brett Johns, Clayton Sharp, Mark Blackman, Racheal Finlayson

**2. APOLOGIES**:

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

**4. PREVIOUS MINUTES:** It was moved by Julie Pearman Johns, seconded by Brett Johns that the minutes of the previous meeting, conducted on 7th June 2017 be accepted as a true and correct record of the proceedings**.**

**5. ACTION ITEMS:**

**6. CORRESPONDENCE:**

Registrars meeting

Centre Affiliation

AGM Nominations

LAWA events calendar update

LAWA e news 22nd June

LAWA AGM minutes

Club affiliation forms

LAWA E News 6th July

Posters and Flyers

LAWA E News 13th July

Paul Radalj signatory removal request

Upcoming Athletics courses

Winter reminder

Terri Nielsen field recorder resignation

**REPORTS**

**Chairperson:**

As always, I would like to open with some acknowledgements for both our athletes and committee members:

 ♣ Caitlin Blackman for her selection and performance at the Oceania Area Championships (July, 2017). <http://www.communitynews.com.au/melville-times/sport/long-jump-applecross-resident-aims-for-worldchampionships/>

 ♣ Ky Hehir, Tia McArthur, Tom Millard, Kayla Van Der Linden, Raynor Keane and Max Campbell- Clause for their selection to the WA State Team for the All Schools Cross Country Championships in Hobart.

♣ Terri Neilson who has served as the Field Events Recorder and has indicated that they will not be returning to Melville for the coming season. We thank Terri for her time and effort in this essential role.

♣ Mark Blackman and Brett Johns for their time and physical work to coordinate and finish the new storage shed.

♣ Julie Rees for flying the MLAC flag at the recent LAWA AGM.

 As I get back on board it is probably best that I summarise a number of emails that have been circulating in the past fortnight (in no particular order, but numbered for easy reference).

**1. LAWA Member Services Officer Visit** proposed for the combined meeting on the 15 August 2017. Can we determine the purpose, agenda and outcome prior to her invitation and arrival? Is it just a meet and greet, relaying of information or do we have a specific target outcome of what we want to achieve? If our intention is to invite her, then some parameters are necessary, particularly when the meeting is involving the clubs so as to maximise time. – Julie Rees to email asking Emma to put together what she wants to discuss and invite to October 3rd meeting. (Action 15/8/17 – 1)

**2. Department of Sport and Recreation** Grants to Olympia and Palmyra Bicton. (Attachment 1) As most would be aware form our past discussions, Olympia and Palmyra Bicton were allocated $5000 each as part of the State Election Local Projects, Local Jobs commitments of WA Labor and Lisa O’Malley. Our initial position as a committee was to have the clubs manage these applications directly with the Department of Sport and Recreation as the money was not allocated to the Centre. The matter remains unresolved as neither Olympia nor Palmyra Bicton are incorporated clubs and the request has come back to the Centre to receipt these funds on behalf of the clubs. The discussions that I have had with the Department of Sport and Recreation have been around protecting the Centres interests to ensure that the $10 000 is recorded as not being a grant to Melville LAC specifically so as not to jeopardise any future grant applications. We are simply laundering the grant funds on behalf of Olympia and Palmyra Bicton. The Department of Sport and Recreation have agreed to these terms. Given the conflict of interests that exist on the committee with such representation being aligned to these clubs, I have taken the authority for Melville to approve the receipt and distribution of this money. – Will pay the money to Melville and then clubs to invoice Melville for the money. All agree.

**3. Canteen Fridge** The fridge in the canteen malfunctioned and required immediate replacement. The previous fridge was a reconditioned second hand model which lasted just over 2 years. Melville City Soccer was able to source a new replacement with appropriate warrantee and as with the spirit of our shared tenancy, we have agreed to split costs on his item.

 **4. New Uniforms (**Attachment 2) The attached uniform concept designs are form the new LAWA uniform partner ISC Sportswear. Indicative costs on the items are – Singlets ($19-23), Supporter Polo Shirts ($30) and a light Spray Jacket ($33). These costs are significantly lower that our current supplier, but would require the centre to order and carry stock. I would propose that after much debate we move to make a determination and place an order to have stock on hand and available for the registrations as current stock will not last the season. John will get a physical sample from ISC teamwear to see what the singlet is like. (Action 15/8/17 – 2) If we change to new design will need to get approval from LAWA.

**5. 2017/18 Season Program** I don’t have a strong view on the program outside of what I have currently presented and caution with the phrase of ‘if we keep doing what we always do then we will get what we have always got’. Anecdotally the program is becoming a little flat and it is becoming noticeable in the period after the Christmas break. Programming MLAC events before State Events is always going to cause disadvantage and I question the need for a competition before the state relay event, particularly if it is our intention to persist with the need to compete a certain number of times to be eligible for the Centre Championships. I would also like to see a Program 1 and 2 occur prior to the Centre Championships for the benefit of our athletes. See new program below with the club BBQ dates.

**6. Bill and Betty’s Relay Event** It is not our role to promote this in the program specifically and again I have no leaning either way on our involvements. I don’t see the value, but it is popular with the members. What is important is the selection process and an individual’s inclusion should not be dependent on their participation at B&B’s. It is noticeable that more and more centres are electing not to participate.

**7. U/6 Age Group** Indication form the clubs was they want it and this should be bought in for the coming season. It is not possible to cap numbers unless we are prepared to do this for all age groups. We should again look to make accommodations in this area; by the way we manage our 15-17 age groups and events. All agree to cap under 6 at 20 girls and 20 biys. Will be able to do vortex, discuss, long jump, mini hurdles, 70 m and 100 m.

**8. Senior Representative** Nomination I support the nomination, but the logistics of how this works requires further expansion. I assume that Mark retains only one vote on matters at an executive committee level. All agree for Mark Blackman to be the Seniors rep

**9. Club Familiarisation** No problems with the proposed dates. Proposed date is 23/24 September. Mark and Brett to manage.

**10. Vacant Committee Positions** This is a constant work in progress and we need to seduce people into these positions rather than threaten. I am all for reducing the workload, but let’s be prepared to follow through. For example, no championships officer means any Relays, Zones and State Championships. The question is, can we hold our position on this? Will wait until after registration and then find people to fill positions. Might need to break down championship officer into different events.

**Secretary:**

**Treasurer:**

The bank balance at the end of May is Community Account $ 8 286.01, Canteen Account $ 12 739.39 Seniors Account  $ 72.64

 . Auditor has signed off on financials

**Registrar:**

**Records and Results Track:** Files and stationary for recorders will be around $500. Julie to buy and be reimbursed. All agree

**Arena Manager**: Each club will get an age group to marshal. Will look at maybe having a practice and two throws for large age groups. Will manage after we know registered numbers.

**Championship and Special Events and Officials Coordinator:**

**Equipment Officer:**

1. The shed is now completed and I would like to thank all involved, which includes David Hanrahan (T & G Earthmoving) for the sand pad, Peter Holland (Concrete pad, curbing and Apron), Ben (Shed installer), Joe Francisco (Francisco Electrical) & Michael Vernig (100 solutions) for the alarm system. I would also like to give a very big thanks to Brett Johns for his services during the shed building process. Brett also assisted with the fitting of the shed steps, clean-up around the curbing and apron and the installation of the bollards, jobs that could not have been completed without that assistance. The cost of the shed was a little more than originally detailed, however as stated in a previous email, the end product is far better than ever expected.

2. The transfer of gear to the new shed has commenced and nearing completion. Thus far all the high jump gear, javelin equipment (competition), long and triple jumps items have been relocated to the new shed. The radios for the above events have also been relocated and a shelf fitted.

3. There are two items (tent cover and scissor jump mat cover) with Melville trimmers for repairs. I will pick up both items when I return from work 15th Aug, if available.

4. Date are required for the club familiarisation day(s), noting the change of events for clubs. I would like to propose the following dates: 23rd/24th Sep or 30th Sep/ 01st Oct.

5. John and I had a meeting the Geoff Edwards (Melville Council) and from that a submission has been forwarded to the council for funding assistance to complete the proposed track & jumps pit, barrier arrangement (bollards) and the shot put circles. Additional items were also requested:

a. Fitting of bollards along the tree line where the jump pit tracks will be.  If there is no opportunity to have a fence, we believe this would be the next best option and still allow a barrier to be put in place during competition and not restrict access out of athletics completion. It will deter vehicle traffic.

1. The light around the top jumps pit (closes to the club rooms) is now much better with the trees cut back, thanks very much for that.  However, the area is still a little dark and it would be great if an additional flood light could be fitted 8.0 to 10.0m up the light pole to increase visibility.  If not, is there a possibility of adjusting the current flood lights down a little to provide better lighting in that area or replace the light with the same type on the new light pole at the bottom jumps pit.
2. The power points for the front shed, as previously requested (3 in number).  If I could be on site when the locations are discussed that would be fantastic.
3. Wheel chair access (path) from the Ambulance side (disability car park) to the club rooms.
4. Provision of water to the jump pits.  I spoke with Dave (Soccer) and we can hook into the current piping that soccer has already fitted but not yet fully connected to the water supply.  The final requirement would be to connection water supply to both soccer and MAC system.

6. The expression of Interest for MAC coaches, which was placed on the LAWA and Melville ROAR website and will close to applicants 01 Aug 17. To date only one application has been received (Caitlin Blackman - Long & Triple jump). I believe there may be an application coming from Liam Peers, hopefully before the cut-off date. Application will be reviewed during the Aug committee meeting, with details to be provided to applicants on the 15th Aug.

7. The 3 x new tents have arrived and will be marked up for straight track recording and Straight track shade.

8. The new high jump bunds have been ordered and are currently being manufactured. Delivery is due after the 15th Aug and will go straight into the new shed.

9. In conjunction with the arrival of the new high jump bunds, I will commence fabrication of the second high jump mat trolley and possibly a third to assist with the old high jump bunds which will be utilised for training purposes.

10. Committee position not currently filled need to be advertised via the club now and after registration as well as raised at the next delegates meeting.

11. Noting the removal of all the jumps gear from the front shed I will purchase additional boat carpet to increase the covered floor area for exercises. The front shed (gym) and equipment will be utilised by the U12/U17 coaches during their normal weekly training, no weights, unless suitably qualified (Level2/3).

12. Representation at Association meeting and AGM’s. We as a committee need to ensure nominated delegates attend those meetings for centre coverage and information for the wide Melville athletics community. If a committee delegate cannot attend a required meeting a replacement should be arranged, good governance. If we are not attending and providing our concerns, we cannot complain about what direction LAWA are taking.

13. I would like nominate for the Senior rep position as part of the MLAC committee.

**Motions:**

1. **I would like to propose one of the following dates for the club familiarisation day(s): 23rd/24th Sep or 30th Sep/ 01st Oct. All agree 23rd/24th Sept – Mark and Brett to organise**
2. **Request approval of an increase in cost for foam plyo bunds previously set at $700. Plyo bunds will cost $899, with delivery. Currently sorting better delivery cost. All agree**
3. **Send an email out to all clubs now and after registration regarding the vacant committee positions. One such position is the Championships/development office. This is a vital position as part of the committee team in promoting events and the coordination those events.**
4. **Who will be representing Melville Athletics at the upcoming LAWA AGM (26th July) as detail in the LAWA weekly email. Board selection and other items on the program that are important for the continued operation of MLAC.**
5. **Approve my nomination as Senior rep for season 2017/2018.**

**Seniors:** Mark Blackman is nominating for the Seniors role. All agree

**7. OTHER BUSINESS:**

1. Coaches for over 12 – WE have had expressions of interest from Ross Keane, Liam Peers and Caitlin Blackman. Need to work on how payments will work
2. PBLAC want to use Len Shearer for training – All agree. John to send out letter
3. Numbers for Len Shearer for council. Book for 400 Saturday, 20 people every other night
4. Coffee van – Will get one this year and charge a flat fee of $50. John to organise.
5. Sponsorship – Only one sponsor returned so will do a sponsorship raffle package. Need to get rid of sponsor signs on the track.

**8. DATE OF NEXT MEETING: 5th September 2017**

**9. MEETING CLOSED:** There being no further business, the meeting closed at 8.40pm

ACTION ITEMS

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| 15/8/17 – 1 | Invite Emma from LAWA to meeting in October | Julie |
| 15/8/17 – 2 | Get singlet sample from ISC teamwear | John |
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