

MELVILLE LITTLE ATHLETICS CENTRE

MINUTES OF THE MONTHLY MEETING HELD ON 8th JANUARY 2013 AT MELVILLE CLUB ROOMS, MARCUS AVE BOORAGOON COMMENCING AT 7.01pm

1. PRESENT: Teresa Blackman, Julie Rees, Brett Johns, Richard Grayson, David Rowbottom, Michelle Adamson, Annette Ellul, Ann Marie Becker, Kate Peers, Mel Spence, Sharon Madlener, Liz Gregory Catherine Zhoya, Julie Pearman-Johns, Reg Bourne

2. APOLOGIES: Mark Blackman, Dean Calder, Roger Hinton, Eric Christian, Natasha Rogers, Ilsa Yates

3. WELCOME: The chairman welcomed everyone to the meeting.

4. PREVIOUS MINUTES: It was moved by Brett Johns, seconded by Kate Peers, that the minutes of the previous meeting, conducted on 4th December 2012, be accepted as a true and correct record of the proceedings. **Carried.**

5. ACTION ITEMS:

2/10/12 – 3: Championships Officer (Reg) to co-ordinate and find athletes to go in Kingsway vs Melville meet on 11th January 2013. Insufficient athletes were available at this time. In addition if the team advanced to the next round it would clash with our Centre Twilight. Committee agreed to submit our apologies as we were unable to provide a team.

6/11/12 – 2: Nomination for Awards – See below. Carry over voting for athlete of the year and Doug Hancy award to next meeting.

6/11/12 – 4: Review job description for chaperone and send to clubs. Action closed

4/4/12 – 1 Send final competing numbers to Officials Co-ordinator. Action closed

4/4/12 – 2 Send any amendments of for By-Laws or Orange Book to Chairperson. Please do as soon as possible.

4/4/12 – 2 (cont) Chairperson to develop and forward draft Constitution based on model Consitution. Any proposals to be forwarded as soon as possible

4/4/12 – 3 Chairperson to progress windup and will request ideas at next meeting. See below.

5. CORRESPONDENCE

WALA Complaint handling course 3rd April

WALA registrations

WALA starting gun caps

Council management licence

WALA registration reimbursement

Sponsorship email

Record broken email – Broken record of under 11 wasn't verified and result did not appear to be consistent with previous performances. Clubs urged to ensure officials need to be aware of records and procedures to be followed.

6. REPORTS

Chairperson:

Drinkbottles – Have 500 and will sell at the canteen for \$10 each.

Council – Sent a letter before Christmas to councillors and council to express our requirements for moving. Todd from council phoned On Friday 21st December to say council met and discussed requirements and has come up with some options to move. They want to meet with committee mid to late January. Organised for the 15th January at 1330.

Zones nomination forms going out this weekend and multi teams need to be in as well.

Article submitted to paper about our under 11 boys record breaking relay team at the State Relay Championships. Melville broke 3 records at State Relays. Under 11 boys 100 and 400 meters and under 13 400 meters. Article in Melville Times dated 01 Jan 13.

Wind up – Have looked a lot of different activities including jumping castles and zorb balls. All agreed that we should proceed with band, photo booth, snow cones, fairy floss and sausage sizzle.

Secretary: Correspondence

Awards – Will carry over Athlete of the year, Doug Hancy award and Tom Wilson award to next meeting. All other awards voted on and will be sent to WALA along with volunteer 3 year awards and athlete 8 year awards. (Nominees not named in minutes as these are made available to all members.)

Treasurer:

1. Waiting for the PMH invoice to transfer funds from the fundraiser
2. Account balance at the 1st January \$43106.17 with \$1232.99 in expenses to present
3. Kidsport vouchers have been submitted
4. 2 x line markings that were paid for by the City of Melville are being carried out in January 2013.

Registrar: A few new athletes have been registered in smaller age groups.

Records and Results Track: Few bugs still in system but we have nearly fixed them all. Blank zones forms will be printed off and given to club managers this weekend. Copies need to be handed back to Co-ordinator of Officials (Michelle Adamson) so that a roster can be chosen at the same time. Some athletes competed at Cockburn last weekend with Sasha Zhoya breaking the Cockburn hurdles record.

Records and Results Field: Nil

Officials Co – Coordinator: Zones roster will be finalised and available for nominations this Saturday.

Development Officer: Nil

Championship and Special Events: Multi's (U11 and above) nominations have to be in by 19th January to ensure we meet WALA submission. Will put up a note on noticeboard and website. Can email Reg if you want to enter Multi's

Arena Manager: Nil

Field Arena Manager: Nil

Winter Manager: Our cross country run will be on the 18th May

Equipment manager: Lots of equipment has gone missing. Tapes not wound up properly have been damaged. Club managers please remind people that equipment is expensive and their fees have to cover lost and broken equipment. Action **(8/1/13 – 1)**

Coaching Coordinator: Nil

Council Liaison: Nil

Canteen Manager: Nil

First Aid officer: Nil

Communications/Website Officer: Usage was down in December but back up in January.

7. OTHER BUSINESS

7.1 -Website Facilitation

Reg would like to propose an upgrade to the MLAC website. The upgrade would enable our athletes the ease of registering online for events and meets such as Multi, North v South, Dale Invitational, Gosnells Invitational etc.

The upgrade should be more than just a PDF download form rather an integral web based process with online forms and the ability to allocate registrations etc. There would be many advantages including the ability to track registrations, facilitate events effectively, keep

historical record and improve the awareness with the athletes. **Reg to determine requirement and submit to Website Manager (David). David to look at over winter. Action (8/1/13 – 2)**

7.2 We have a large number of rosters for zones that are required to be filled. Nominations will be accepted once family has also nominated for roster requirements.

7.3 Under 6 registrations to be tabled at the May/June meeting Action **(8/1/13 – 3)**

7.4 Random Lane draws for the 200m and 400m – Website Manager (David) will advertise this on the website to let everyone know. Clubs also to ensure marshals are aware. Marshals are required to notate athlete heat and lane on the marshalling sheets. Particularly important when issues regarding timing arise.

8. DATE OF NEXT MEETING: Tuesday 5th February 2013 to be held in MLAC Clubrooms, Marcus Ave Booragoon at 7pm.

9. MEETING CLOSED: There being no further business, the meeting closed at 8.48pm

ACTION LIST

REFERENCE	ACTION	ACTION OFFICER
6/11/12 – 2	Voting for awards	Clubs
4/4/12 – 2	Send any amendments of for By-Laws or Orange Book to Chairperson	Everyone
4/4/12 – 2 (cont)	Chairperson to develop and forward draft Constitution based on model consitution	Chairperson
4/4/12 - 3	Chairperson to progress windup and will update at next meeting.	Chairperson
8/1/12 - 1	Email parents to be careful with equipment	Clubs
8/1/13 - 2	Reg to write his proposal for upgrade to MLAC website	Reg
8/1/13 – 3	Under 6 Registrations May/June meeting	