

## MELVILLE LITTLE ATHLETICS CENTRE

### MINUTES OF THE MONTHLY MEETING HELD ON 5<sup>th</sup> March 2013 AT MELVILLE CLUB ROOMS, MARCUS AVE BOORAGOON COMMENCING AT 7.05pm

**1. PRESENT:** Teresa Blackman, Julie Rees, Brett Johns, Richard Grayson, David Rowbottom, Michelle Adamson, Annette Ellul, Ann Marie Becker, Mel Spence, Sharon Madlener, Liz Gregory Catherine Zhoya, Julie Pearman-Johns, Reg Bourne, Natasha Rogers, Dean Calder, Roger Hinton, Terri George

**2. APOLOGIES:** Mark Blackman, Ilsa Yates, Kate Peers, Eric Christian

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

**4. PREVIOUS MINUTES:** It was moved by Sharon Madlener, seconded by David Rowbottom, that the minutes of the previous meeting, conducted on 5<sup>th</sup> February 2013, be accepted as a true and correct record of the proceedings. **Carried.**

#### **5. ACTION ITEMS:**

**4/4/12 – 2 Send any amendments of for By-Laws or Orange Book to Chairperson –** Received 2 – High jump change Brentwood and Bateman Bullcreek club championship change.

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

**4/4/12 – 3 Chairperson to progress windup and will request ideas at next meeting.** Confirmed tattoo, photo booth, band, fairy floss and snow cones. Life member Jim Turnbull will attend and Jenny Hazel sent apologies but helped out at our centre championships. Starting at 5.00pm for presentations and medals – under allocated budget. Natasha will organise a roster for the fairy floss and snow cone helpers. Shacks Holden sponsored some of the wind up and will present a trophy. Coffee and ice cream vans are coming.

**8/1/13 – 2 Reg to write his proposal for upgrade to MLAC website -Action closed.** To be progress following review.

**8/1/13 – 3 Under 6 Registrations May/June meeting**

**5/2/13 – 1 Nominate 2 volunteers for recognition.** Chairperson didn't receive nominations from Clubs. Clubs to send to Chairperson as soon as possible. **Action closed**

**5/2/13 – 2 Ideas for retaining older athletes –** to be discussed by clubs and presented to committee

**5/2/13 – 3 Twilight Friday Saturday preference** – to be discussed by clubs and presented to committee.

**5/2/13 – 4 Job description in By Laws.** No feedback was received. Chairperson will leave it as it is.

## **5. CORRESPONDENCE**

Council ground fees (revised)

Under 13 top 4 performers WALA

PMH money

Letter from WALA re zones exemption. Not approved

Letter from WALA re athlete transfer. Approved

Multi Photos

State Track and Field march past and special needs race

WALA board reminders

State track and field key officials

Seniors clinics

Winter rule changes

ET clinic forms

Clean up Australia day with McDonalds

Rosters for state champs

Award nomination reply

Multi results

Multi certificates

Letter to Andrew Browne

Certificate for reaching our registration goal

3 year service certificates received.

## **6. REPORTS**

### **Chairperson:**

Smile! Our weekly Centre competitions have completed with an amazing performance over the past two weeks – 1239 PB's and 11 Records (5 track and 6 field) over two weeks.

A big thank you to Jenny Hazel – life member, who came down to help with presentations. Special mention to Lynette Field and Greg Clark from their contribution to the presentations. Fantastic job by the recorders, Tracey/David and Julie for their efforts and stress levels, and also Darren and Brett in the field dealing with increased tensions in the arena.

A huge acknowledgement to United Community for their volunteer contributions throughout both weeks. This relieved many families from the presentation roster.

There are so many parents to thank for their contribution over the season. Without these people our athletes would not be here.

As the Centre competition draws to a completion, many athletes will still be competing at Zones and progress to State Championships. We still have a significant number of roster positions to fulfil at Zones and are not being helped out by families withdrawing. Unfortunately this will fall to all of us to ensure the positions are fulfilled. If key positions in particular are not filled then we run the risk of not being able to conduct events.

Orange Book – performances being updated

Chairperson expressed there were a few ugly incidents at the centre championships with parents and athletes. Question was raised should we go back to giving the three best performance over season the medal ie no championships. Thought from clubs required for next season. **Action 5/3/13 – 1**

Code of conduct and Behaviour. There was a recent conflict at training between Melville coach and senior Athletes. Complaints regarding the behaviour and language was raised. We have 16 lanes. Everyone should be able to share.

There are only 14 drink bottles left out of 500. We made about \$1000. If we do this again next year have to look at total cost because the company tried to charge \$680 transportation cost after we received them.

Council sent a letter stating they will review use of all ovals in the next few months. They are also going to rip up the old long jump pit and replace with grass.

When Eric won the volunteer award from the City of Melville we received a \$100 prize voucher that we can donate to the charity of our choice. 3 charities were proposed. Telethon adventurers, CanTeen and PMH. After a vote CanTeen was the majority. Chairperson will let the council know to donate money to CanTeen.

Parent letter – request for reduction of registration fees for late registrations, and registration issue. Agreed that there was no reduction in fees for late registrations for a number of reasons including costs per athletes. Partial refund to parent as registration numbers should not have been issued without full payment of fees.

**Secretary:** Correspondence.

WALA meeting February

Board of Management growth and retention seminar – The major outcome of this was the boards need to review their structure and governance. They have obtained funding from DSR to review these areas. They need to look at how the board functions and their constitution is way out of date so need to put a new one in place. The board is seeking funding from DSR to fund their constitution. They have set up a sub committee.

Perth will now host 2015 ALAC championships as next year is 50<sup>th</sup> anniversary and will be held in Geelong.

Centres wanted the officials accreditation to go online because of the time it takes to get papers marked. However there are IT problems and it is not ready yet. Hamersley asked if the centres could have an accreditation officer in house and they could be marked at centres. Board did not agree. WALA will endeavour to mark the level D accreditation exams faster next year.

Will let centres know breakdown of PMH monies soon.

If we have enough people wanting to sit their level B accreditation Frank Bertoli will come out to centre and administer the test.

Frank Jamieson is putting together a booklet to help centres with special needs athletes. Should be available before next season. There will be a 2 hour clinic on facilitating athletes with special needs.

Timing gates were left out of their financial report. Timing gates not approved for issue of electronic records. Melville Chairperson has requested further discussion at next Association meeting.

**Treasurer:** Current bank balance is \$40,000. Will get books to Auditor after State Championships. Liz's canteen report was excellent. She gave expenditure and profit report after every Saturday competition.

**Registrar:** Nil

**Records and Results Track:** Timing solutions updates should ensure the software is good for next season.

**Records and Results Field:** Nil

**Officials Co – Coordinator:** Zones and State rosters to be completed. Will be in attendance at Zones to Co-ordinate.

**Development Officer:** Nil

**Championship and Special Events:** Reg has a copy of the events of all Melville athletes. He will put up on noticeboard at zones. Zone co-ordinator will check with WALA the procedure

regarding cancelled events from weather. Any concerns should be directed to Championships Officer / Protest Officer, not to officials on site.

**Arena Manager:** Nil

**Field Arena Manager:** Nil

**Winter Manager:** Nil

**Equipment manager:** Busy Bee will be 7<sup>th</sup> April at 10.00am

**Coaching Coordinator:** Nil

**Council Liaison:** Nil

**Canteen Manager:** Confirmed with Coffee Rescue (0420 455123) to come for the next summer season (2013/14). He will also come to the wind up on the Friday 15<sup>th</sup> March and the cross country run on the 18<sup>th</sup> May.

I have also confirmed with John (ice cream van – 0415 421477) to come for the next summer season. He will also come to the windup and I have asked if he would like to come to the cross country in May – might be a bit cold for ice cream!

Some lollies left over from the canteen, which I will bring to the cross country to sell off there. There are also a few drinks left over which I will use for the windup.

There are no meat or bread products left over from the summer season so the windup will be all fresh.

Ants were a problem throughout the season in the canteen. This resulted in Canteen Manager taking home the lollies each weekend. The ants were so persistent, that they ate through sealed plastic packaging to get to the musk sticks!! I will make a report regarding the ants for submission to the council for next season and hopefully we will be able to store the lollies on site.

**First Aid officer:** Update on incident with clash of head between U9 girl and U14 boy. One reported to Murdoch hospital following suspected concussion. Following AGM, Centre needs to address a designated warm up area to avoid any future incidents. **Action 5/3/13 – 2**

Confirmed U12 girl broke her arm in the 800m the previous week.

**Communications/Website Officer:** 5700 people visited website in February. All photos that have appeared on website are stored on David's computer if anyone wants a copy.

## **7. OTHER BUSINESS**

**7.1 Athlete of the year Nomination.** WALA rules states that one male and one female can be nominated for Athlete of the Year. Melville previously only nominated one athlete regardless of gender. This is also the case with the Doug Hancy nomination.

Proposed by PB: Melville to nominate up to 1 male and 1 female athlete for athlete of the year and amend in Centre Handbook. – all agreed. Carried.

Proposal 2 – Melville to nominated up to 1 male and 1 female athlete for future Doug Hancy awards – all agreed. carried

Male athletes that were previously nominated were voted for 'Athlete of the Year' nomination. (To be advised to WALA separately).

**7.2** Hamersley committee procedure - \$100 off fees for Melville committee members. Briefly discussed – decision at meeting following AGM. **Action 5/3/13 - 3**

**7.3** March past – Flyers will be given out at zones.

**7.4** Special needs race. Email secretary with participants by 6<sup>th</sup> March.

**7.5** \$100 charity voucher – discussed earlier

**7.6** Request for Zones exemption and subsequent request to transfer an athlete was discussed. Reports in media were not 100% correct. It was confirmed that the request for transfer was approved by the WALA Board.

**7.7** High Jump change – Brentwood proposed to amend wording in orange book for high jump to "**The rule of 3 jumps and 2cm increments only applies to the top group of jumpers in an age group, regardless of the number of sites operating.**" All agreed but noted this would not apply in the first two weeks of competition when PBs were still being determined. All agreed. Carried

**7.8** – Winter Fees. Proposal by winter officer to promulgate winter fees as \$70 to cover WALA costs, training, windup and trophy fees. . All agreed. Carried

**7.9** Melway asked to store equipment in Melville centre shed while relocating their shed. MW will discuss with Equipment Manager. Timeframe following Busy Bee most likely.

**8. DATE OF NEXT MEETING:** AGM Tuesday 2<sup>nd</sup> April 2013 to be held in Melville Recreation Centre cnr Stock rd and Canning Hwy at 7pm.

**9. MEETING CLOSED:** There being no further business, the meeting closed at 9.25pm

**ACTION LIST**

<b>REFERENCE</b>	<b>ACTION</b>	<b>ACTION OFFICER</b>
<b>4/4/12 – 2</b>	Send any amendments of for By-Laws or Orange Book to Chairperson	Everyone
<b>4/4/12 – 2 (cont)</b>	Chairperson to develop and forward draft Constitution based on model consitution	Chairperson
<b>8/1/13 – 3</b>	Under 6 Registrations May/June meeting	
<b>5/2/13 - 2</b>	Ideas for retaining older athletes	clubs
<b>5/2/13 – 3</b>	Twilight Friday Saturday preference	clubs
<b>5/3/13 - 1</b>	Championship vs PB for season	clubs
<b>5/3/13 - 2</b>	Warm up area for older athletes	Committee
<b>5/3/13 – 3</b>	Hamersley committee procedure - \$100	Committee