

MELVILLE LITTLE ATHLETICS CENTRE
MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 2nd April 2013 AT MELVILLE
RECREATION CENTRE, CNR CANNING HWY AND STOCK RD MELVILLE COMMENCING AT
7.05pm

1. PRESENT: Teresa Blackman, Julie Rees, Richard Grayson, David Rowbottom, Ann Marie Becker, Sharon Madlener, Liz Gregory Catherine Zhoya, Reg Bourne, Natasha Rogers, Eric Christian, Kylie Broughton, Mark Shaw, Simon Kenworthy Groen, Roger Parenze, Ilsa Yates, Kate Peers, Mel Spence

2. APOLOGIES: Mark Blackman, Chris Craggs, Terri George, Julie Pearman Johns, Brett Johns, Annette Ellul

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

4. PREVIOUS MINUTES: It was moved by Richard Grayson, seconded by Sharon Madelener, that the minutes of the previous SGM, conducted on 1st May 2012, be accepted as a true and correct record of the proceedings. **Carried.**

5. ACTION ITEMS:

No Action items

5. REPORTS

Chairperson:

Motion – That the Chairpersons report for the 2012 – 2013 season be accepted

Moved: Ann Marie Becker

Seconded: Catherine Zhoya

CARRIED

Vice Chairperson:

Motion – That the Vice Chairperson's report for the 2012 – 2013 season be accepted

Moved: Ann Marie Becker

Seconded: Sharon Madlener

CARRIED

Treasurer: Motion – That the Treasurer's report for the 2012 – 2013 season be accepted

Moved: Reg Bourne

Seconded: Liz Gregory

CARRIED

Secretary:

Motion – That the Secretary's report for the 2012 – 2013 season be accepted

Moved: Reg Bourne

Seconded: Liz Gregory

CARRIED

Registrar:

Motion – That the Registrar's report for the 2012 – 2013 season be accepted

Moved: Sharon Madlener

Seconded: Richard Grayson

CARRIED

Registrar received question from Chairperson on how much will we have to pay for Results HQ this season and next. Registrar will check with WALA **(Action AGM 2/4/13 – 1)**

Track Recorder:

Motion – That the Track Recorder's report for the 2012 – 2013 season be accepted

Moved: Liz Gregory

Seconded: David Rowbottom

CARRIED

Championship and Special events officer:

Motion – That the Championship and Special Events officer's report for the 2012 – 2013 season be accepted

Moved: Sharon Madlener

Seconded: Richard Grayson

CARRIED

Chairperson thanked Championship Officer for all the equipment set up and handling nominations for special events.

Officials Coordinator:

Motion – That the Official Coordinator's report for the 2012 – 2013 season be accepted

Moved: Catherine Zhoya

Seconded: Richard Grayson

CARRIED

Chairperson thanked Officials Coordinator for taking this position on during the season and attending zones as the central rosters contact when her children weren't competing.

Arena Manager:

Motion – That the Arena Manager's report for the 2012 – 2013 season be accepted

Moved: Liz Gregory

Seconded: Mel Spence

CARRIED

Field Arena Manager:

Motion – That the Field Arena Manager's report for the 2012 – 2013 season be accepted

Moved: Liz Gregory

Seconded: Ann Marie Becker

CARRIED

Winter Officer:

Motion – That the Winter Officer's report for the 2012 – 2013 season be accepted

Moved: Liz Gregory

Seconded: David Rowbottom

CARRIED

Equipment Manager:

Motion – That the Equipment Manager's report for the 2012 – 2013 season be accepted

Moved: Mel Spence

Seconded: Richard Grayson

CARRIED

Committee to look at priority equipment purchases for the future including hurdles and high jump mats. **(Action AGM 2/4/13 – 2)**

Coaching Coordinator:

Motion – That the Coaching Coordinator's report for the 2012 – 2013 season be accepted

Moved: Sharon Madlener

Seconded: Ann Marie Becker

CARRIED

The Coaching Coordinator was asked by the Chairperson the reason for numbers at coaching sessions dropping off after Christmas. A suggestion was maybe to bring in coaches after Christmas. Coaching coordinator to investigate coaching course for Melville parents only. **(Action AGM 2/4/13 – 3)**

Development Officer:

Motion – That the Development Officer's report for the 2012 – 2013 season be accepted

Moved: Richard Grayson

Seconded: Kylie Broughton

CARRIED

Canteen Manager:

Motion – That the Canteen Manager's report for the 2012 – 2013 season be accepted

Moved: Mel Spence

Seconded: Catherine Zhoya

CARRIED

The Canteen Manager asked if there was room for another fridge because the current fridge is not big enough to large number of drinks cold. **(Action AGM 2/4/13 – 4)**

First Aid Officer:

Motion – That the First Aid Officer's report for the 2012 – 2013 season be accepted

Moved: Liz Gregory

Seconded: Richard Grayson

CARRIED

First Aid officer will table at next meeting equipment needed for first Aid box. **(Action AGM 2/4/13 – 5)**

Communications Website Officer:

Motion – That the Communication Website Officer's report for the 2012 – 2013 season be accepted

Moved: Catherine Zhoya

Seconded: Ann Marie Becker

CARRIED

Uniforms Officer:

Motion – That the Uniform Officer's report for the 2012 – 2013 season be accepted

Moved: Catherine Zhoya

Seconded: Richard Grayson

CARRIED

Chairperson expressed what a fantastic effort the uniform officer has done this season. There are also a large amount of huge singlets that will be way too big for anyone so suggestions on what can be done with these is welcome (**Action AGM 2/4/13 – 6**). Smaller singlets have been received. The second order of black jumpers will be put in the shed.

6. ELECTION OF POSITIONS**6.1 Chairperson**

Nominations:

Teresa Blackman

Seconded: Sharon Madlener

Teresa Blackman was elected unopposed as Chairperson

The Chairperson told the floor that all committee positions are vacant.

6.2 Vice Chairperson

No Nominations

6.3 Secretary

Nomination

Julie Rees

Seconded: Ann Marie Becker

Julie Rees was elected unopposed as Secretary

6.4 Treasurer

Nomination

Natasha Rogers

Seconded: Catherine Zhoya

Natasha Rogers was elected unopposed as Treasurer

6.5 Registrar

Nomination

Kate Peers

Seconded: Sharon Madlener

Kate Peers was elected unopposed as Registrar

6.6 Track Recorder

Nomination

Julie Pearman Johns

Seconded: Ann Marie Becker

Julie Pearman Johns was elected unopposed as Track recorder

6.7 Field Recorder

Nomination

David Rowbottom

Seconded: Ann Marie Becker

David Rowbottom was elected unopposed as Field Recorder

6.8 Championship Officer

Nomination

Reg Bourne

Seconded: Catherine Zhoya

Reg Bourne was elected unopposed as Championships Officer

6.9 Officials Coordinator

No nominations were received for Officials Coordinator

6.10 Arena Manager

No nominations were received for Arena Manger

Part time Arena Manager nomination of Mark Shaw

Seconded: Reg Bourne

6.11 Field Arena Manager

Nomination

Brett Johns

Seconded: Catherine Zhoya

Brett Johns was elected unopposed as Field Arena Manager

6.12 Winter Officer

Nomination

Mark Shaw

Seconded: Sharon Madlener

Mark Shaw was elected unopposed as Winter Officer

6.13 Equipment Manager

Nomination

Mark Blackman/Eric Christian

Seconded: David Rowbottom and Reg Bourne

Mark Blackman and Eric Christian were elected unopposed as Equipment Manager. It was noted that Mark will not be available each week due to employment requirements and Eric will require additional help to cover Mark's absence. A regular member to aid is to be sought by clubs.

6.14 Coaching Coordinator

Nomination

Ilsa Yates

Seconded: Reg Bourne

Ilsa Yates was elected unopposed as Coaching Coordinator

6.15 Canteen Manager

Nomination

Kylie Broughton

Seconded: Liz Gregory

Kylie Broughton was elected unopposed as Canteen Manager

6.16 Publicity and Sponsorship Officer

Nomination

Natasha Rogers

Seconded: Catherine Zhoya

Natasha Rogers was elected unopposed as Publicity and Sponsorship Officer

6.17 First Aid Officer

Nomination

Sharon Madlener

Seconded: Catherine Zhoya

Sharon Madlener was elected unopposed as First Aid Officer

6.18 Development Officer

Nomination

Chris Craggs and Natasha Clutterbuck

Seconded: Chris Cragg's nomination was seconded by Sharon Madlener

Natasha Clutterbuck was not present and no member could confirm her volunteer status and therefore was not seconded.

Chris Craggs was elected by majority vote as Development Officer

6.19 Website Manager

Nomination

David Rowbottom

Seconded: Catherine Zhoya

David Rowbottom was elected unopposed as Website Manager

6.20 Uniforms

No nominations received for Uniforms Officer

6.21 Council Liaison

Nomination

Simon Kenworthy-Groen

Seconded: Richard Grayson

Simon Kenworthy-Groen was elected unopposed as Council Liaison Officer

7. AMMENDMENTS / ACCEPTANCE OF THE BY LAWS

Proposed amendments to By-Laws (as distributed 06 March 2013).

1. Sharon Madlener – First Aid Officer:

In the current by-laws the first aid officer is supposed to conduct asthma education sessions throughout the season. I haven't done this, as you know, and I don't think it is really required by our members. Can we delete this from the by-laws?

Current:

- Conduct asthma awareness educations throughout the season.

Proposed:

Delete

All agreed

2. Catherine Zhoya – Arena Manager:

Current:

10.2 At the discretion of the Executive Committee, the following additional positions may be sought for election to the Centre Executive for the following year:

- a. Publicity and Sponsorship Manager

- b. First Aid Officer
- c. Development Officer
- d. Uniform Manager
- e. Website Manager
- f. Council Liaison Officer
- g. Any other position or role deemed necessary by the Executive Committee from time to time.

Proposed:

Add sub paragraph – Seniors Representative

All Agreed

- 3. Anne Marie Becker – Club Delegate of Bateman Bullcreek

Current:

61.3 Only athletes that have previously attempted the event with a valid existing Person Best will be eligible to receive a medal.

Proposed:

Only athletes who compete in the event at least 3 times during the season and with a valid Person Best will be eligible to receive a medal.

Not Passed

8. OTHER BUSINESS:

8.1 The Constitution which we conduct business now is out of date. We will progress the adoption of the draft Constitution for incorporation.

All agreed

8.2 Nomination for Roger Parenzee to represent seniors on the Melville Little Athletics Committee. Catherine Zhoya as understudy and help co-ordinate administrative baseline for Seniors.

Seconded by Richard Grayson

All agreed

9. DATE OF NEXT MEETING: To immediately follow

10. MEETING CLOSED: There being no further business, the meeting closed at 8.56pm

ACTION LIST

| REFERENCE | ACTION | ACTION OFFICER |
|-----------------------|---|-------------------------|
| AGM 2/4/13 – 1 | Ask WALA about cost of Results HQ for upcoming season | Registrar |
| AGM 2/4/13 – 2 | Look at large equipment purchases for future | Committee |
| AGM 2/4/13 – 3 | Coaching course for Melville parents only | Coaching Coordinator |
| AGM 2/4/13 – 4 | Additional Fridge | Canteen Manager |
| AGM 2/4/13 – 5 | Equipment needed for first aid box | First Aid Officer |
| AGM 2/4/13 – 6 | Ideas for use of large singlets | Committee |
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