**MELVILLE LITTLE ATHLETICS CENTRE**

**MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 1st April 2014 AT BRENTWOOD PRIMARY SCHOOL HALL, 2 DAWSON ROAD BRENTWOOD, COMMENCING AT 7.07pm**

**1. PRESENT:** Teresa Blackman, Julie Rees, Ann Marie Becker, Sharon Madlener, Catherine Zhoya, Reg Bourne, Mark Shaw, Michelle Kenworthy-Groen, Ilsa Yates, Mel Spence, Terri George, Julie Pearman Johns, Brett Johns, Steve Ford, Sarah Boxley, Suzie Adams, Tammie Crawley, Roger Hinton, Graham Cowin, Tammy Pearman

**2. APOLOGIES:** Mark Blackman, Chris Craggs, Kate Peers, David Rowbottom, Kylie Broughton, Simon Kenworthy-Groen, Lynette Field

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

**4. PREVIOUS MINUTES:** It was moved by Catherine Zhoya, seconded by Mel Spence, that the minutes of the previous AGM, conducted on 2nd April 2013, 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 2013 – 2014 season be accepted

Moved: Ann Marie Becker

Seconded: Sharon Madlener

 CARRIED

**Vice Chairperson**:

Motion – That the Vice Chairperson’s report for the season 2013 – 2014 be accepted

Moved: Sharon Madlener

Seconded: Julie Pearman Johns

 CARRIED

**Treasurer:** Motion – That the Treasurer’s report for the 2013 – 2014 season be accepted

Moved: Tammie Crawley

Seconded: Terri George

 CARRIED

**Secretary:**

Motion – That the Secretary’s report for the 2013 – 2014 season be accepted

Moved: Julie Pearman Johns

Seconded: Michelle Kenworthy Groen

 CARRIED

Chairperson thanked the Secretary for an outstanding job and support over the past two years.

**Registrar:**

Motion – That the Registrar’s report for the 2013 – 2014 season be accepted

Moved: Roger Hinton

Seconded: Ann Marie Becker

 CARRIED

**Track Recorder:**

Motion – That the Track Recorder’s report for the 2013 – 2014 season be accepted

Moved: Brett Johns

Seconded: Terri George

 CARRIED

Chairperson thanked both recorders for the outstanding effort put into promptly inputting results during the season.

**Field Recorder:**

Motion – That the Field Recorder’s report for the 2013 – 2014 season be accepted

Moved: Julie Pearman Johns

Seconded: Sharon Madlener

 CARRIED

**Championship and Special events officer:**

Motion – That the Championship and Special Events officer’s report for the2013 – 2014 season be accepted

Moved: Catherine Zhoya

Seconded: Terri George

 CARRIED

**Officials Coordinator:**

Motion – That the Official Coordinator’s report for the 2013 – 2014 season be accepted

Moved: Brett Johns

Seconded: Roger Hinton

 CARRIED

Chairperson thanked Officials Coordinator for taking this position on during the season at late notice.

**Arena Manager:**

Motion – That the Arena Manager’s report for the2013 – 2014 season be accepted

Moved: Catherine Zhoya

Seconded: Brett Johns

 CARRIED

**Field Arena Manager:**

Motion – That the Field Arena Manager’s report for the 2013 – 2014 season be accepted

Moved: Catherine Zhoya

Seconded: Ann Marie Becker

 CARRIED

**Winter Officer:**

Motion – That the Winter Officer’s report for the 2013 – 2014 season be accepted

Moved: Sharon Madlener

Seconded: Catherine Zhoya

 CARRIED

**Equipment Manager:**

Motion – That the Equipment Manager’s report for the 2013 – 2014 season be accepted

Moved: Brett Johns

Seconded: Julie Pearman Johns

 CARRIED

**Coaching Coordinator:**

Motion – That the Coaching Coordinator’s report for the 2013 – 2014 season be accepted

Moved: Sharon Madlener

Seconded: Sarah Boxley

 CARRIED

The Coaching Coordinator was asked by the Vice Chairperson the reason for numbers at coaching sessions dropping off after Christmas. Answer not sure maybe winter sports training starting earlier.

**Canteen Manager:**

Motion – That the Canteen Manager’s report for the 2013 – 2014 season be accepted

Moved: Terri George

Seconded: Julie Pearman Johns

 CARRIED

**First Aid Officer:**

Motion – That the First Aid Officer’s report for the 2013 – 2014 season be accepted

Moved: Mark Shaw

Seconded: Brett Johns

 CARRIED

**Communications Website Officer:**

Motion – That the Communication Website Officer’s report for the 2013 – 2014 season be accepted

Moved: Roger Hinton

Seconded: Terri George

 CARRIED

Thanks to David for all his hard work.

**Uniforms Officer:**

Motion – That the Uniform Officer’s report for the 2013 – 2014 season be accepted

Moved: Catherine Zhoya

Seconded: Steve Ford

 CARRIED

Chairperson expressed what a fantastic effort the uniform officer has done this season, particularly as she regularly attended when she did not have an athlete competing.

**Seniors:**

Motion – That the Senior’s report for the 2013 – 2014 season be accepted

Moved: Sharon Madlener

Seconded: Julie Pearman Johns

 CARRIED

Chairperson thanked the outstanding effort put in by the Senior sub-committee to reinvigorate the Melville Seniors and provide information regarding pathways for our Little A’s.

**Council Liason:**

Motion – That the Council Liason Officer’s report for the 2013 – 2014 season be accepted

Moved: Steve Ford

Seconded: Brett Johns

 CARRIED

**6. ELECTION OF POSITIONS**

**6.1 Chairperson**

Nominations: No nominations

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

**6.2 Vice Chairperson**

Nomination

Catherine Zhoya

Seconded : Michelle Kenworthy-Groen

Catherine Zhoya was elected unopposed as Vice Chairperson

**6.3 Secretary**

Nomination

Julie Rees

Seconded: Sarah Boxley

Julie Rees was elected unopposed as Secretary

**6.4 Treasurer**

Nomination

Michelle Kenworthy Groen

Seconded: Brett Johns

Michelle Kenworthy-Groen was elected unopposed as Treasurer

**6.5 Registrar**

Nomination

Teresa Blackman

Seconded: Roger Hinton

Teresa Blackman was elected unopposed as Registrar with caveat that not all committee meetings will be attended as these will be shared with her spouse.

**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: Roger Hinton

David Rowbottom was elected unopposed as Field Recorder

**6.8 Championship Officer**

Nomination

Reg Bourne

Seconded: Terri George

Reg Bourne was elected unopposed as Championships Officer

**6.9 Officials Coordinator**

No nominations were received for Officials Coordinator

**6.10 Arena Manager**

Nomination

Brett Johns

Seconded: Catherine Zhoya

Brett Johns was elected unopposed as Arena Manager

**6.11 Field Arena Manager**

Nomination

Steve Ford

Seconded: Catherine Zhoya

Steve Ford was elected unopposed as Field Arena Manager

**6.12 Winter Officer**

Nomination

Mark Shaw

Seconded: Michelle Kenworthy-Groen

Mark Shaw was elected unopposed as Winter Officer

**6.13 Equipment Manager**

Nomination

Mark Blackman

Seconded: Brett Johns

Mark Blackman was elected unopposed with the caveat that he will not be able to attend many committee meeting due to work requirements. In addition, a secondary manager is required to assist when Mark is unavailable due to work roster requirements.

**6.14 Coaching Coordinator**

Nomination

Ilsa Yates

Seconded: Ann Marie Becker

Ilsa Yates was elected unopposed as Coaching Coordinator

**6.15 Canteen Manager**

Nomination

Mel Spence

Seconded: Roger Hinton

Mel Spence was elected unopposed as Canteen Manager

**6.16 Publicity and Sponsorship Officer**

No Nomination was received

**6.17 First Aid Officer**

No Nomination was received

**6.18 Development Officer**

No Nomination was received

**6.19 Website Manager**

No Nomination was received

**6.20 Uniforms**

No nominations received for Uniforms Officer

**6.21 Council Liaison**

Nomination

Simon Kenworthy-Groen

Seconded: Catherine Zhoya

Simon Kenworthy-Groen was elected unopposed as Council Liaison Officer

**7. AMMENDMENTS / ACCEPTANCE OF THE BY LAWS**

**Proposed amendments to By-Laws (as distributed 04 March 2014).**

BY LAWS:

Delete 2.3    In line with WALA rule amendment. All agreed

 Delete 2.8    In line with WALA rule amendment. All Agreed

 Amend 2.9   All Agreed

 Amend 5.    Amend 'Chairman' to 'Chairperson' throughout. All agreed

 Amend 10.   All agreed

 Amend 12.    All agreed

 Amend 13.    Dot 1. All agreed

 Amend 13         Dot 2 – for discussion. Proposal 1 – change to a 2 year rotation for major jobs in the off season or Proposal 2 - 4 year rotation for major jobs keeping in line with field sites. All accepted proposal 2 - carried

 Amend 18.   All agreed

 Add after section 25.    Duties of Seniors Representative –provided by Catherine All agreed

  Amend 35.   All agreed

 Amend Table at 38.   All agreed

 Amend Table at 39.     All agreed

 Delete 49.    For discussion. All agreed

 Amend 53.1         All agreed

 Amend 57.2   All agreed

 Amend 58.    For Discussion as per 13.

                    These roster will be assigned on a two yearly basis commencing at the end of 2014/15 season OR

                    These roster will be assigned on the same rotation policy as 57.2 All agreed Carried

 Para 61.        Following last committee meeting Participation Medals were going to be reviewed. All agreed to maintain.

 Amend 62.    All agreed

**9. DATE OF NEXT MEETING:** To immediately follow

**10. MEETING CLOSED:** There being no further business, the meeting closed at 8.25pm