

ESPERANCE HOCKEY ASSOCIATION MEETING

Time:	6pm – 7.17pm
Date:	19 th April 2022
Location:	Zoom
Chair:	Matt Ryan
Attendees:	Henry Johnston, Tash McCarthy, Tom Edwards, Matt Ryan, Ian O’dea, Matt Ryan, Tania Wright, Jen Williams, Ange Hill (Joined 6.43pm)
Apologies:	Nicc Cooper
Minute taker:	Terri Herbert

	Item	Recommendations	Summary of discussion	Actions	
6pm	Minutes from previous meeting	Any business arising?	<ul style="list-style-type: none">Nicc following up on quotes for lighting for Southern Ports GrantLegs XI Goalie situation discussed have asked 14 ppl unsuccessful with 10 team listed players.Match Cards – Discussion regarding needing more quotes as per constitution Quote is >\$1000 require multiple quotesSpecial resolutions regarding New Constitution, Ange has lodged this been told to sit tight and wait should hear soon. Have had notification that Associations Online has received it.Election of Secretary & Treasurer	<ul style="list-style-type: none">Nicc to obtain several quotes & follow upDiscussed in general businessTash to follow up with a few more quotes	
		Minutes of the previous meeting were read by all in attendance. They were accepted as a true and accurate record.	Moved: Tash McCarthy	Seconded: Henry Johnston	
	Nomination and Election of Vacant Office Bearers for 2022 Committee Positions				
	Secretary	Angela Hill nominated Terri Herbert, seconded Matt Ryan	Accepted	Elected	
	Treasurer	Matt Ryan nominated Tania Wright, seconded Ian O’Dea	Accepted	Elected	
	President’s Report	NIL			

	Correspondence	Read and discuss as required		<ul style="list-style-type: none"> Addressed throughout meeting and minuted
	Treasurers Report (Tania)	As per AGM Team fees remain at \$1600 per Senior Team and all individual registrations increase by \$15: Seniors \$95, U17 also playing Seniors \$95, U17 not playing in Seniors \$80, all other Juniors \$80	<ul style="list-style-type: none"> Rachael did a very thorough handover with Tania which was appreciated Trying to get onto bank and obtain authorization Reconciliation was done at end of March and books up to date Team Fees Set and invoices can be sent out CleanAway Bins to be arranged Discussion around Legs XI goalie situation. 	<ul style="list-style-type: none"> Teams to be invoiced Authorisation to be obtained from bank
	Women's Report (Tash)	Verbal Report		<ul style="list-style-type: none"> Tash to forward team delegates to secretary Tash to follow up with Legs XI regarding goalie situation Motion – Matt moved that executive committee supportive of boy being goalie in women's comp subject to no objections from other women's teams and if they have someone come available during the season they will then use them. Seconded Ian Tash to follow up with team delegates to gauge a response from women's teams
	Men's Report (Henry & Tom)	Verbal Report from Henry	<ul style="list-style-type: none"> Most teams have forwarded through team delegates Henry has forwarded fixtures through to secretary, first round locked in second round tentative Tom was welcomed to Men's Co-Coordinator role 	<ul style="list-style-type: none"> Henry will follow up with Rams who are outstanding
	Umpire Report	Verbal Report from Tash	<ul style="list-style-type: none"> Nothing much happening atm Discussion around junior umpiring allocations, Tash happy to take on Jen's recommendations of having juniors look after one side and seniors look after the other side of field for each grade. Can be tweaked as season progresses Try to have seniors learning not just juniors, each team may end up with a few more duties which will be a gain for the association long term. 	<ul style="list-style-type: none"> Tash trying to get things going with this group

	Registrar Report (Ange)	Ange emailed Report to Secretary to read	<ul style="list-style-type: none"> Junior registrations coming in well Seniors much slower Breakdown tabled below. Discussion around Casual Players and fees to stay the same as last year, form must be completed and payment made before they play or on game day 	<ul style="list-style-type: none"> A reminder for everyone to remind their teams to register Motion- Matt moved to keep casual fee's the same as last season. Ian seconded.
	Junior Report (Jen)	Have good numbers U17 start this weekend Still need 2 x U17 coaches Equipment needs – Medium Goalie Kits, Minky balls & face shields. Incident Report Form	<ul style="list-style-type: none"> Discussion around Incident Report Form, adding to our policies, having paper copies of forms readily available at grounds U17 currently have face shields needing to be shared by teams during games. Would like to get one set per team, need another 3 sets, \$430 from fundraising can be used towards this. 	<ul style="list-style-type: none"> Jen to follow up with Ange regarding Incident Report Form Motion – Matt moved to go ahead and purchase 3 more sets for juniors. Jen seconded. No objections from committee. Jen to forward fixtures to secretary
	GENERAL BUSINESS			
	Finals Format needs to be decided (as stipulated in By-Laws)		<ul style="list-style-type: none"> Finals Format to stay the same as last year Juniors had penalty flicks U17 same as Seniors Seniors overtime & one on ones. 	
	Volunteer Program with Horizon Power		<ul style="list-style-type: none"> Brief run down of program given, supplied in supplementary notes also with agenda. 25th May, need one association rep/volunteer to be present, numbers and dietary requirements to be given to Kelly Nunn, \$400 to be claimed back, invoice to be sent to Horizon Power. Equipment & materials to be supplied by us, morning tea & lunch provided. 	<ul style="list-style-type: none"> Will sort out closer to date Secretary to email everyone copy of email and see if anyone has jobs that could be added
	Southern Ports Lights acquittal	Either purchase or return the funds – email from Debbie Storm 13/1		<ul style="list-style-type: none"> Nicc to follow up with further quotes
	Busy Bee Saturday 23 rd April 9am	General reminder this Saturday 9am		<ul style="list-style-type: none"> Reminder busy bee this Saturday, correspondence to be sent out to teams reminding/notifying that they require 2 reps in attendance. Terri to try and find Justine's thorough list of jobs that are required to be done and circulate.

				<ul style="list-style-type: none"> Matt will mark grounds on Sunday
	Pavilion Alarm	Has this been completed? Need following up on?	<ul style="list-style-type: none"> This has tuned out to be more complicated than first though, technician currently on leave returning this Friday 22nd April. 	<ul style="list-style-type: none"> To be followed up on
	Melanie Banyard Email 3/3/22	Executive Committee details required		<ul style="list-style-type: none"> Terri to complete and return committee details and contacts to Hockey WA
	Kleenheat Gas Grant	Not paid needs following up email from 27/10/21	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Tania to follow up on with Nicc
	Junior Laptop Quote		<ul style="list-style-type: none"> Esperance Comms Quote came in at \$1,848.00 	<ul style="list-style-type: none"> Jen to follow up with more quotes
	Bar Doors Quote		<ul style="list-style-type: none"> South Coast Foodservice ESPERANCE Quote for new double glass door for the bar - \$3,410.00 	<ul style="list-style-type: none"> John to follow up with other quotes
	Fuel to Go & Play J11/12 Club Championship Forum MS Teams Meeting 12 th May 6-7.30pm		<ul style="list-style-type: none"> General discussion on availability Jen mentioned that we don't usually attend this one but the one held in July 	<ul style="list-style-type: none"> Terri to put apologies in to Rebekah
	Lease Premises Inspection in June, date & time to advise shire. Any questions / queries?	(Not available 20-24 th June)	<ul style="list-style-type: none"> No one had any queries or questions to ask of shire 	<ul style="list-style-type: none"> Terri to liaise with Nicc to sort out date & time Ask for Nicc to attend
	Honor Board – Follow up Joy Scully			<ul style="list-style-type: none"> Matt to follow up on
	Good Sports Gold Accreditation	Email from Luke Meadows 16/3/22	<p>Best plan to complete the Accreditation is:</p> <ul style="list-style-type: none"> Log back into the portal and complete last action item (re media enquiries) Resend the updated policy Sign on your end and also make sure Nicole or whichever committee member you add in also signs Done 👍 	<ul style="list-style-type: none"> Terri to look into further and get Nicc to be second committee member to endorse requirements to be Gold Accredited.
	Kitchen	Sublet or run it ourselves?	<ul style="list-style-type: none"> Discussion around how we could make the kitchen work this season. Sublet it or run it ourselves. Possibly ask Sheldon Lunch Box, Bean Break or Lucky Roe who could prepare at own 	<ul style="list-style-type: none"> Ange to put feelers out via different mediums to all members to gauge an interest for external sublet and association volunteers.

			<p>premises and bring down to grounds. Concerns about fridge space. Ian didn't think there would be enough profit to entice anyone external to take it on. Suggestions of splitting is so Juniors coordinate the morning and Seniors do the arvo so one person not there the w/hole day or maybe two people running it jointly? EAC's approached?</p> <ul style="list-style-type: none"> Promote more team fundraisers after games to get people to hang around and for fill the responsible service of alcohol requirements. 	<ul style="list-style-type: none"> Nicc to follow up with JP regarding kitchen DoH requirements (Meter box removal, stove hooked up & power points) Terri to approach Herbert Electrical to see if James can quote on the power points, will follow up with Tania with what exactly is required.
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	GoldStix Coaching Scaddan Primary School	Emily Hegney has taken on this role		<ul style="list-style-type: none"> Emily to liaise with Chris Crosby directly

Correspondance:

DATE	FROM	INFORMATION	ACTION
18/4/22	Sam Crawford – Esperance Cricket Association	MSG Cleaning – Completed will return keys to Justine for Terri to collect.	Noted and replied to Sam.
16/4/22	Tash McCarthy	Draft women's fixtures	To be compiled and distributed to all team delegates
14/2/22	Ange Hill	Bylaws - See 4.2.8	Ange forwarded to executive committee
14/4/22	Emily Temby – Esperance Shire	Lease premises inspection in June date & time to be arranged	Forward to Executive committee, discuss at April meeting. Who to meet and any issues or queries?
13/4/22, 6/4/22, 1/4/22, 24/3/22	Rebekah Yeow - Fuel to Go & Play J 11/12 Club Championships Forum	J 11/12 Club Championships feedback survey. Meeting with all Metropolitan Clubs and Regional Associations to discuss outcomes of survey and future solutions for J 11/12 Club Championships. Thursday, 12 May 2022 at 6pm via MSTeams	Forwarded to Exec Committee- Meeting - Thursday, 12 May 2022 at 6pm via MSTeams
13/4/22	David Green – Esperance Comms	New laptop of Junior coordinator - Quote \$1,848.00	Forward to Executive committee for approval
13/4/22	Kelly Nunn – Volunteering WA	National Volunteer Week - 16-21 May 2022	Filed
13/4/22	Chris Crosby – Hockey WA	Scaddan Primary School Club Connect Coaching Opportunity - Following up on coach for Scaddan Primary Term 2	Ange forwarded to executive committee with a few possibilities. Nicc Cooper & Emily Hegney keen possibilities.

12/4/22, 5/4/22	COVID, Vaccine Communications	Esperance Children's Pop-Up COVID Vaccination Clinic - Open Tuesday 19 April & Friday 22 April 2022	Filed
12/4/22	Hockey WA	Various Information	Read & filed
12/4/22	Kelly Nunn – Volunteering WA	Esperance - Corporate Volunteering Day Information	Forward to executive committee
12/4, 7/4, 31/3, 24/3	Clubs WA	Various	Read & filed
11/4/22	Esperance Shire	The Home of Clubs – One & All Program	Read & filed
11/4/22	Frasier O'Brien	Quote for new double glass door for the bar - South Coast Foodservice ESPERANCE \$3,410.00	Forward to executive committee
8/4/22	Good Sports	Good Sports Awards winners for 2021	Filed
7/4/22	Ange Hill	Lodged Special Resolution to finalise edits to EHA Constitution been working on over past 12 months through Associations Online Portal	Waiting on official follow up from Clubs WA
7/4/22	Tash McCarthy	Printing Quote - Express Yourself Printing, new match cards. A4 match card printed one side only in colour and perforated across only as we cannot do the second perforation - Qty 250 \$335 plus gst A4 match card printed one side only in black and white and perforated across only as we cannot do the second perforation - Qty 250 \$238 plus gst	Tash sent to all executive committee for comment
6/4/22	Kelly Nunn – Volunteering WA	FREE Online Volunteer Engagement Workshop 17 th May 2022 5.45pm-8.45pm	
6/4/22, 23/3/22	Kelly Waterhouse - Department of Local Government, Sport and Cultural Industries	Cyber Security Education and Awareness Training workshop	Filed
5/4/22	Jill Reynolds – Esperance Shire	Cyber Security Education and Awareness Training workshop	Filed
5/4/22	Sarah Bridge – Esperance Shire	Overdue Invoice Reminder – Social Indoor Hockey	Forwarded to treasurer & Nicc
4/4/22	Tash Woodhouse	Legs XI Delegates	Noted
31/3, 24/3	Jill Reynolds – Esperance Shire	COVID Restrictions easing	Read & filed
30/3/22	Justine McDonald	Bacchus team delegates	Noted
28/3/22	Various members	Junior Registrations	Junior coordinator also received
28/3/22	Kayla McDonald	Furies team delegates	Noted
25/3/22	Graham Hall – Hockey WA	Strategic Facilities Plan - survey and financial information template	Read & filed
22/3/22	Geoff Poole - ETDP Coordinator	Developing our athletes – Profiling	Read & filed

		One of the components of the TDP that the Department signed up for all of the programs is to able to access was DISC Profiling. You can find out more here - https://www.discprofile.com/what-is-disc	

- **Correspondence out:**
- **NIL**

Next meeting: 19th May 2022

With no further business, the meeting was declared closed

Meeting Closed: 7:17pm

Signed as a true and accurate record


Matt Ryan
Vice President

'These minutes are correct and approved by the executive committee at time of disbursement'

Registrar Report Breakdown

Minkey	15
Junior 2/3	20
Junior 4/5	35
Junior 6/7/8	47
U17 not playing Seniors	30
U17 Playing Seniors	31
Senior Women	30
Senior Men	11