

# ESPERANCE HOCKEY ASSOCIATION

MINUTES OF EXECUTIVE MEETING HELD THURSDAY 19<sup>th</sup> MARCH 2020

**Meeting opened:** 6.08PM

**Present:** Justine McDonald, Rachel McDonald, Tash McCarthy, Angela Jeitz, Angela Hill, Jon Paul Adams, Fraser O'Brien, Ian O'Dea, Rachel Hoey, Jennie Williams, Stew McKenzie

**Apologies:** None

**Non-Attendance:** N/A – non-compulsory meeting

**Minutes**

**Adopted:** Angela Hill

**Seconded:** Rachel Hoey

**Matters Arising from previous minutes:**

February meeting minutes record Alli McArthur and Marcus Moffat as attending, they were absent and the minutes have been amended to reflect this.

Also at the February meeting the minutes of the September meeting were amended to being signed by JP Adams, not Marcela Roberts.

February minutes discussion of cupboard doors in kitchen renovation. It is now moved that the contractor put doors on the cupboards in the kitchen.

**Adopted:** Jon Paul Adams

**Seconded:** Tash McCarthy

**Presidents Report:**

**Correspondence In:**

DATE	FROM	INFORMATION	ACTION
26/02/20 27/02/20 9/3/20 9/3/20 13/3/20 16/3/20	Shane Tobin	Indoor Stadium Update Mouthguard Clinic Indoor Stadium Update Regional Athletes Travel Subsidy COVID-19 update COVID-19 posters and resources	CANCELLED Forwarded to Exec Forwarded to Exec Forwarded to Exec Forwarded to Exec
3/3/20	Jodee March	Pavilion hire for Outta theShed 12/4/20	
4/3/20 12/3/20 17/3/20  19/3/20	HWA	Umpires Briefing 18/3/20 PHS COVID-19 update COVID-19 update postponing 2020 season until at least 31/5/20 Kristen Jerkovich new Member Services Coordinator	Forwarded to Exec CANCELLED Forwarded to Exec Forwarded to Exec, teams, posted on Facebook
	Clubs WA	* Newsletter * 2020 Industry Awards * various updates	Read and forwarded to Ian, Robbie and JP.
8/3/20	Cascade PS	Enquiry about hiring clubrooms 13/3	Angela Jeitz sorted.
9/3/20	Jason Meredith, EIB Insurance	Insurance renewal	Forwarded to Treasurer
10/3/20	Cheryl Hoffman	Clubrooms Hire 13/3/20	Secretary responded.

18/3/20	Esperance Express	Discounted advertisement prices for COVID-19 season changes	
19/3/20	Singapore 6s Committee	2020 Tournament Cancellation, and Refund Process	Forwarded to Treasurer

**In House Correspondence (all clubs):** AGM minutes, Feb minutes, COVID-19 season postponement.

### **Registrar's Report**

New website is up and running, HWA are using it as a template for other associations.

Registrations are ready to go, there will be a zero cost trial registration for committee members to test it out.

WWC – EHA are still responsible for the maintenance of the WWCC register. These details are to be recorded as part of the new registration process, and the Registrar maintains WWCC register.

Separate

### **COVID -19**

This has put a hold on all activities, including registrations and HWA roadshow (postponed).

Seek discount on insurance due to impact on EHA finances

Exec to consider renegotiating the lease for clubrooms. This requires a letter from MultiSports removing softball from the lease, letter from EHA to Shire.

Softball have been paying \$2550 for their 4 month use of facilities.

### **Bylaws**

The Junior committee has been tweaking the bylaws to suit our profile.

Sub committee have met and aim to present finalised bylaws at April exec meeting for review and then hope to present to general meeting for approval.

### **Code of Conduct**

Draft code of conduct was presented to exec. An incident report is to be completed by the captain/coach/team manager/umpire to initiate the process. The grading of incidents flow chart is to be further refined.

Instead of signed paper code of conduct forms, this will become part of the registration process and is just a tick box consent. Casual players will continue to follow the process used in 2019 and will need to sign a code of conduct form and pay \$10 per game.

### **Finance Report:**

Audit of 2019 books not finalised as there is a discrepancy between the Audited books and EHA books. EHA books show a nett profit of \$10 000, the audited books show nett profit of \$13 000.

Treasurer is continuing to work with auditor to clarify.

**Adopted:** Rachel Hoey

**Seconded:** Tash McCarthy

### **Junior Report**

Junior committee have had several meetings. All positions have been filled, just looking for a few coaches.

As there are a number of inexperienced coaches there will be a central training on Friday afternoons to support coach development.

Committee are following up new U/17 shirts and sponsors

Any teams wishing to access goalie gear for training will need to borrow the gear on a Saturday morning and keep for a week.

The previous minutes recorded a no EFTPOS card for carnivals idea, the junior committee would like this to be discussed with them at a junior meeting as this would make junior carnivals very challenging. The Junior Committee have offered to take over the handling of finances for carnivals.

Treasure and Junior Committee are to meet and work out best way forward for all.

### **Kitchen Update**

JP reported we have 2 quotes for the flooring from Carpet Choice and Florissons. Both approx. \$2000

No action on the exhaust fan yet

Ceiling needs repainting

A building application will be presented at the next meeting.

Aurelia's Ice-Creamery and Café have presented a contract to run the kitchen every weekend of the season for \$50 a week.

**Adopted:** Angela Hill

**Seconded:** Rachel Hoey

### **Hire of Clubrooms**

Hire by non-members: \$300

Hire by members: \$200

Option of including a bond in the hire agreement is a tick box.

Bond for daytime functions: \$900

Bond for night functions: \$2 000

**Adopted:** Justine McDonald

**Seconded:** Angela Hill

### **Strategic Planning**

Rachel Hoey reported that the Greater Sports Ground Development Group are looking at future plans for this area. Does EHA plan for a turf?

Rachel is to forward information regarding a consultant that supports sporting groups through the entire process of applying for and expending grants for the implementation of a turf.

Rachel and Stew McKenzie to present projected fees for turf at the next meeting.

### **Umpires Report**

Stew McKenzie has been working on a mentoring and development programme for umpires from juniors through to seniors. It is based on the "Green Shirt" programme initiated by UGSHA. He has had sponsorship offers from the following organisations:

MLP Civil \$500/year for 3 years

ECTM \$250/year for 3 years

Livin4Hockey \$250/year for 3 years

The programme has the support of HWA and HA.

Stew is to obtain quotes for 3 sets of radioes to present at the next meeting. Anticipated cost is approx. \$200 a pair.

Community level umpires will all receive an individual shirt to keep.

Part of the registration process will include registration as an umpire.

Participant will be able to be accredited up to Level 1 umpires in Esperance.

Also the option of a Technical Officer pathway as well.

Motion to formalize sponsorship agreements:

**Adopted:** Stew McKenzie

**Seconded:** Angela Jeitz

Next meeting is an exec meeting for Thursday 30/4/20.

Meeting Closed at 8.15PM.