

Illawarra South Coast Hockey Board

Minutes: Monday 5 December 2016 6 pm Illawarra Hockey Centre

TYPE OF MEETING	Bi-monthly Board Meeting
ATTENDEES	Garry Bull, Marian Grant, Leo Hughes, Wesley Johnston, Maree Lackenby, Ern Orth, Vanessa Phelan
INVITEES	
SECRETARY	Jan Massie

Meeting opened: PM

1	WELCOME	Garry Bull		
2	APOLOGIES	NIL		
3	Amendments to the previous minutes			
	NIL			
4	Acceptance of the Minutes of the previous meeting	<p><i>'that the minutes of the previous Board meeting on 19 September 2016 be accepted'</i></p> <p>Moved: Marian Grant Accepted: Vanessa Phelan Motion: Carried</p> <p><i>'that the minutes of the previous Board meeting on 15 November 2016 be accepted'</i></p> <p>Moved: Garry Bull Accepted: Vanessa Phelan Motion: Carried</p>		
5	Ongoing Items from 2015 and 2016			<div>Action by</div> <div>Date Comp</div>
5.1	Review of HA Member Protection Policy and ISCH Code of Conduct Member Protection Policy & Code of Conduct to include Drug & Alcohol Policy			<div>Garry/ Katie</div> <div>ongoing</div>
Outcome	Draft ISCH Member Protection Policy and amendment forwarded - held over from June meeting			
	<p>Motion:</p> <p>To adopt the draft Member Protection Policy</p> <p>Moved: Sue Bessell Seconded: Maree Lackenby Motion: Carried</p> <ul style="list-style-type: none"> under 5.1.2 - ISCH is to 'ensure our organisation has codes of conduct that specify standards of conduct and care... Documents previously presented by Sue Bessell to address the non-playing Codes of Conduct and specifically Working with Children A separate document/policy to cover Child Protection to be drafted <p>Motion:</p> <p>Board member. Sue Bessell to communicate with the MPIO, Katie Corbin to address concerns in relation to Codes of Conduct in the Member Protection Policy.</p> <p>Moved: Wes Johnston Seconded: Maree Lackenby Motion: Carried</p>			
Action	ISCH Member Protection Policy to be forwarded to the Board by Feb 1 2017 <ul style="list-style-type: none"> Board to review document prior to Feb 6 meeting for finalisation 			<div>Katie Corbin Board</div>
5.1.1	All Committee Roles and Responsibilities are completed and on the website			<div>Committees/ Jan</div>

Outcome	<ul style="list-style-type: none"> Roles and Responsibilities of the MPIO to be included on the website All Committee Roles and Responsibilities to be included on the website 		
Action	<ul style="list-style-type: none"> <i>Roles and Responsibility Documents to be finalised:</i> <ul style="list-style-type: none"> <i>Administration & Finance,</i> <i>MPIO</i> <i>Judiciary,</i> <i>Marketing & Events</i> <i>Shoalhaven Field Competition Committee (following restructure)</i> <i>Game Development – Draft received</i> <i>Officiating – Draft Received</i> <i>Documents be completed and submitted</i> 	Jan Committees	ongoing
5.2	Guidelines and approval process for sponsorship to be developed by Marketing and Events Committee for ratification by the ISCH Board	Garry	
Outcome	Marketing & Events Committee to develop sponsorship guidelines		
Action	<ul style="list-style-type: none"> <i>Committee to be reformed – EOI</i> <i>Priority – loss of sponsorship</i> <i>May need to advertise for a professional with expertise</i> 	Garry/Jan	
5.3	Competition Reform	Garry	
Outcome	Information to Men's, Women's, Junior and Shoalhaven Competition Committees outlining details for competition review.		
Action	<ul style="list-style-type: none"> Item no longer applicable Women's Combined Competition 		
5.4	Representative Uniforms -	Garry	
Outcome	Discussion style of Men's uniforms		
Action	<ul style="list-style-type: none"> <i>Rep Teams to coordinate with Men's Masters</i> <ul style="list-style-type: none"> <i>Enough singlets were purchased for men's indoor teams</i> <i>More singlets will need to be purchased of Men's Field require them</i> <i>Orders will need to be placed by beginning of February</i> 	Rep Teams	
Outcome	Walkout uniforms		
Action	<ul style="list-style-type: none"> <i>Rep Teams Committee and Marketing and Events Committee to be involved – no orders to be placed</i> 	Rep Teams M&E	
Outcome	Women's (masters) Uniform Concerns		
Action	<ul style="list-style-type: none"> <i>Women's masters to bring concerns to Rep Teams</i> <ul style="list-style-type: none"> <i>Email to be sent to Women's masters</i> 	Jan/Rep Teams	
5.5	Shoalhaven Hockey	Vanessa	
Outcome	Resolution to go to independent mediation		
Action	<ul style="list-style-type: none"> <i>Mediator appointed</i> 	Barbara Muldoon / Greg Pullen	ongoing

5.6	Officiating: Roles and Responsibilities	Officiating	
Outcome	To be reviewed		
Action	• <i>To be completed prior to 2017 Field season</i>	Wes	
5.7	Umpires and Officiating	Scott	
Outcome	Carryover to next meeting		
Action	No longer applicable		5/12/16
5.8	Members of Committees	Vanessa	
Outcome	To be reviewed by Board		
Action	<ul style="list-style-type: none"> • <i>Majority of Committees to have an EOI process (see 8.1- 8.12 for details)</i> <ul style="list-style-type: none"> ◦ <i>Indoor Committee to remain for another year – big committee seen as a disadvantage</i> ◦ <i>Women's competition transition in 2017</i> ◦ <i>Shoalhaven to restructure to account for their junior and game development roles.</i> <p>Motion: There will be three (3) Field Competition Committees in 2017; Junior, Men's and Women's'. Moved: Wes Johnston Seconded: Garry Bull Motion: Carried</p> <ul style="list-style-type: none"> ◦ <i>Marian to prepare an email to thank members of committees and explain the need for EOI in 2017</i> ◦ <i>Nominations close 5 pm 27/1/17</i> • <i>Allocation of Board members on Committees</i> <ul style="list-style-type: none"> ◦ <i>Finance:</i> Wes Johnston and Vanessa Phelan ◦ <i>Game Development:</i> Vacant (report to Board) ◦ <i>Indoor:</i> Ern Orth ◦ <i>Junior FCC:</i> Wes Johnston ◦ <i>Men's FCC:</i> Leo Hughes ◦ <i>Women's FCC:</i> Marian Grant ◦ <i>Shoalhaven FCC:</i> Vanessa Phelan ◦ <i>Market & Events:</i> Garry Bull ◦ <i>Representative Teams:</i> Maree Lackenby & Ern Orth 	Board	
5.9	Publicity for female competitions	Sue	
Outcome	Publicity needs to be addressed		
Action	• <i>Marketing and Events Committee to take on responsibility</i>	ME Comm	
5.10	Purchasing procedures	Sue	
Outcome	Financial/Accounting Policies do not exist		
Action	<ul style="list-style-type: none"> • <i>Currently relying on recognised accounting practises</i> • <i>Develop financial/accounting policies</i> 	Finance Comm	
5.11	ISCH Pregnancy Policy.	Katie	
Outcome	Procedural document required for implementation of policy by MPIO <ul style="list-style-type: none"> • MPIO contacted 		
Action	• <i>Request procedural document from MPIO for 2017 Competition</i>	Garry	

5.12	Officiating Selection Policy for State Championships	Rep Teams	3/6/16
Outcome	<p>Motion</p> <p>Officiating Committee to forward umpire selection policy in relation to umpires attending State Championships to Board.</p> <p>Moved: Wes Johnston Seconded: Vanessa Phelan Motion: Carried</p> <p>Motion</p> <p>Any junior official appointed to a representative team by the Officiating Committee needs to be under the care of an adult with a current WWCC</p> <p>Moved: Wes Johnston Seconded: Scott Gee Motion: Carried (1 abstention)</p>		
Action	• <i>Request to officiating Committee to provide umpire selection policy</i>	Jan	14/7/16
Outcome	Policy forwarded 17/7/2016 by Officiating Committee		
Further Action	<ul style="list-style-type: none"> • <i>Policy document to be reviewed together with the Roles and Responsibilities</i> • <i>Finalised prior to Feb 2017</i> 	Wes	
5.13	South Coast Competition Committee - Secretary Position	Lynne Frew	12/6
Outcome	To approve the appointment of Brooke Keys		
Action	• <i>Committee agreed on the appointment of Brooke Keys – will need to put in EOI for 2017</i>	SCFCC	
5.14	Working with Children Check - Sporting Organisations Audit 2016 - Illawarra South Coast Hockey Inc	Garry Bull OCG	24/6 19/5/2016
Outcome	<p><u>MPIO to:</u></p> <p>Notify Office of Children's Guardian of all ISCH affiliated clubs' details as per the Organisation List</p> <p>Pass on the request for declaration to all ISCH affiliated clubs</p> <p>Sign off on declaration for ISCH when we are ready to do so</p> <p>Report back to the ISCH Board on progress and outcome</p>		
Action	• <i>Garry to follow up with MPIO</i>	Garry	
5.15	Revolutionise – 2017 Registration and Competition Platform	Wes	5/12/16
Action	<ul style="list-style-type: none"> • <i>2 training sessions to be provided to clubs in February 2017</i> <ul style="list-style-type: none"> ○ <i>Clubs 2016 previous players have been uploaded</i> ○ <i>Players are registered to their primary club</i> ○ <i>Clubs to set up payment classes</i> ○ <i>Information to be sent to Clubs on how to set up portals</i> ○ <i>System able to be used for meeting processes: minutes and submission</i> 	Wes	
5.16	Trophies - Perpetual	Garry	15/9/16
Outcome	Update existing trophies –		
Action	<ul style="list-style-type: none"> • <i>Decision by July 2017</i> • <i>Competition trophies to be reviewed prior to 2017 competitions</i> 	Board Comp Committees	

5.17	RCC to be replaced	Garry/HNSW	16/9/16
Outcome	Appointment of new RCC		
Action	<ul style="list-style-type: none">• <i>Not appointed</i><ul style="list-style-type: none">◦ <i>Mark Stafford – COD</i>◦ <i>Barry Reid/Gaye Tarrant – AAP</i>• <i>Sport in Schools needs to be addressed</i>• <i>RCC's no longer report to High Performance</i><ul style="list-style-type: none">◦ <i>Report to newly appointed Participation Manager</i>	HNSW	
6	Business arising from Previous Minutes 15/11/2016	Request from	Date
6.1	Determine the positions of: Chairperson: Garry Bull Deputy Chairperson: Marian Grant		5/12/16
6.2	Constitution Review		
Outcome	Advisory Group to be formed		
Action	<ul style="list-style-type: none">• <i>Maree, Wes, Leo and Jan (Secretary) to review Constitution</i>	Advisory Group	
6.3	Competition Rules – as per 6.2		
6.4	2017 Budget – see Item 8.1		
7	Correspondence	As per attached listing/emailed to all Board members	
8	Committee Reports and Minutes		
8.1	<u>Finance and Administration:</u> Finance Report Month ending November 2016 Financial Report Month ending November 2016 to be adopted Moved: Wes Johnston Seconded: Marian Grant Motion: Carried <ul style="list-style-type: none">• 2017: ISCH Fees to be held at \$44 (over 18), \$22 (under 18), \$11 (under 11) Moved: Wes Johnston Seconded: Leo Hughes Motion: Carried <ul style="list-style-type: none">• Finance Committee<ul style="list-style-type: none">◦ To remain for 2017: Wes Johnston and Vanesa Phelan◦ Review of structure and policy and procedures• Administration: MPIO and Judiciary<ul style="list-style-type: none">◦ To remain for 2017: Katie Corbin (MPIO); Wayne Billett, Katie Corbin and Davide Sharpe (Judiciary)		
8.2	<u>Indoor:</u> Minutes Nil <ul style="list-style-type: none">• Request for Flynn Ogilvie to play in the Men's Premier Indoor finals<ul style="list-style-type: none">◦ The Board recognises the contribution to our Association of our current Australian players and considering that, the Board will be reviewing the final series eligibility criteria for local juniors playing at international level for the 2017 season and beyond. Motion: The Board is willing to approve Flynn Ogilvie's request if the majority of men's premier teams agree i.e. 4 out of 6 clubs		

	<p>Moved: Ern Orth Seconded: Leo Hughes Motion: Carried</p> <ul style="list-style-type: none"> Dapto Doggers team appeal against complaint <ul style="list-style-type: none"> Dapto Doggers accused of playing an ineligible player <p>Motion:</p> <p>The Board has decided that Dapto Doggers are in breach of the Indoor Competition Rule (4.2.3) Each team can have no more than three (3) non ISCH home association players graded in it. This rule does not apply to the highest grade. Exemptions to this rule can be approved by the Indoor Competition Committee. Due to the failure of the Men's Indoor Competition Committee to notify and follow up this breach, we have deemed that the submitted nomination form is an approved form and that Dapto Doggers should not be penalised.</p> <p>Moved: Ern Orth Seconded: Marian Grant Motion: Carried</p> <ul style="list-style-type: none"> Nominations received for the following positions: <ul style="list-style-type: none"> Registrar (Men's) - Anthony Russell <p>Moved: Wes Johnston Seconded: Marian Grant Motion Carried Appoint approved</p> <ul style="list-style-type: none"> Registrar (Junior's) – Teagan Johnston <p>Moved: Vanessa Phelan Seconded: Leo Hughes Motion Carried Appoint approved</p>
8.3	<p><u>Junior Field Competition:</u></p> <p>Minutes: meeting to be held 13/12/16l</p> <ul style="list-style-type: none"> EOI for all positions Implementation of HNSW Mandated Changes: seen as an opportunity to grow through modified/short games <ul style="list-style-type: none"> Joey Ball; soft rubberised ball for U7's, U9's and U11's <ul style="list-style-type: none"> Clubs to place orders through Association Modified short game (U7 – U11) <ul style="list-style-type: none"> Game play changes: field dimensions, player numbers Possibly attract more players at primary schools Email to be sent to clubs to notify of meeting and changes
8.4	<p><u>Men's Field Competition:</u></p> <p>Minutes: Nil</p> <ul style="list-style-type: none"> EOI for all positions
8.5	<p><u>Women's Illawarra Field Competition:</u></p> <p>Minutes: Nil</p> <ul style="list-style-type: none"> EOI for all positions <ul style="list-style-type: none"> 2017 – 1 Women's FCC
8.6	<p><u>Women's South Coast Field Competition:</u></p> <p>Minutes: Nil</p> <ul style="list-style-type: none"> EOI for all positions <ul style="list-style-type: none"> 2017 – 1 Women's FCC
8.7	<p><u>Shoalhaven Competitions:</u></p> <p>Minutes: Nil</p> <ul style="list-style-type: none"> Review structure to incorporate their roles and functions <ul style="list-style-type: none"> Advise Board to enable EOI process Summer Competition: 6 teams modified rules
8.8	<p><u>Representative Teams:</u></p> <p>Minutes: Nil</p>

	<ul style="list-style-type: none"> • EOI for all positions • Hosting the touring Yale University Hockey team in January • Men's masters are holding their AGM 		
8.9	<u>Game Development:</u> Minutes: Nil <ul style="list-style-type: none"> • EOI for all positions • Need to purchase balls • Held an Indoor Development Clinic <ul style="list-style-type: none"> ○ Approximately 30 participants 		
8.10	<u>Officiating Committee:</u> Minutes: Nil <ul style="list-style-type: none"> • EOI for positions attached to the Competition Committees 		
8.11	<u>Marketing and Events:</u> Minutes: Nil <ul style="list-style-type: none"> • EOI for all positions <ul style="list-style-type: none"> ○ Positions to include: Events, Sponsorship, Website and Social media, 		
8.12	<u>Life Members:</u>		
9	<i>Business arising from Correspondence P/E 5/12/2016</i>	Request from	Date
	<ul style="list-style-type: none"> • Dealt with in individual Committees Reports 		
10	<i>General Business -</i>		
10.1	HNSW AGM and Presidents Forum <ul style="list-style-type: none"> • Review of HNSW Policy and Procedures • Association Health Checks <ul style="list-style-type: none"> ○ Seen as a priority • Work Health and Safety <ul style="list-style-type: none"> ○ Relevant to all incorporated entities • RCC's report to the newly appointed Participation Manager 		Garry
10.2	ISCH 2017 Field Plan (Competition dates) <ul style="list-style-type: none"> • U18's: Wednesday 8 Feb • U11's – U15's: Saturday 25 March • Men and Women: Weekend 25/26 March • U7's – U9's: Saturday 1 April 		Wes
11	Next Meeting Date	Monday 6 February, 6 pm, Unanderra	
	Meeting Closed	??	