

Illawarra South Coast Hockey Board

Minutes: Monday 5 June 2017 6 pm Bomaderry Bowling Club

TYPE OF MEETING	Bi-monthly Board Meeting
ATTENDEES	Garry Bull (Chairperson), Marian Grant, Leo Hughes, Wesley Johnston, Ern Orth (late arrival), Vanessa Phelan
INVITEES	Shoalhaven Field Hockey Committee: Barbara Muldoon
SECRETARY	Jan Massie

Meeting opened: 6.05 PM

1	WELCOME	Garry Bull
2	APOLOGIES	Maree Lackenby, Jodie Simms (Shoalhaven Field Hockey Committee)
3	Amendments to the previous minutes	
	<ul style="list-style-type: none"> Judiciary Form – clarification on use 	
4	Acceptance of the Minutes of the previous meeting	<p><i>'that the minutes of the previous Board meeting on 20 March 2017 be accepted'</i></p> <p>Moved: Leo Hughes Seconded: Garry Bull Motion: Carried</p>
	Guest - Shoalhaven Field Hockey Committee	
	<p>Barbara Muldoon representing the Shoalhaven Field Hockey Committee (SHFHC)</p> <ul style="list-style-type: none"> Board appreciative of the efforts of SHFHC to progress the hockey presence in the Shoalhaven through game development, junior, women's and men's competitions. Board currently content to leave the current structure, but would like Shoalhaven to have a future presence in the competitions being run in the Illawarra. Distance remains an issue and Shoalhaven should look at the structure that was put in place and the could look at self-determination. However, the growth of hockey should be the priority and should be supported by ISCH. Shoalhaven has put two U13 teams into the ISCH competitions with an estimated 30 further juniors not in teams. Junior draw has been done fairly and 'northern' teams travel to Shoalhaven Men's and women's competitions are competitive, with a couple of women's clubs proving strong Focus on Minkies and growing the grassroots – Board offered more support in areas of need SHFHC would like to see their facilities utilised more e.g. representative trials Barbara Muldoon has been officially appointed the Public Officer for Shoalhaven Hockey 	
5	Joint Items	Action By Date
5.1	Board Member Vacancy	
Action	<ul style="list-style-type: none"> EOI received from Jodie Simms (5/6/17) 	Board 5/6/17
Outcome	<p>Motion to accept the nomination of Jodie Simms to fill the Board vacancy</p> <p>Moved: Garry Bull Seconded Marian Grant Motion: Carried</p> <ul style="list-style-type: none"> Jodie Simms to be notified Board email to be updated 	
5.2	All Committee Roles and Responsibilities are completed and on the website	
Action	<ul style="list-style-type: none"> Roles and Responsibility Documents to be finalised: <ul style="list-style-type: none"> Administration & Finance, 	Jan/Wes/ ongoing

	○ <i>Officiating – Draft Received</i>			
Outcome	• Website upload in progress			
5.3	Committee Roles and Responsibilities			
Action	Motion 'All Committee Board members ensure the Roles and Responsibilities of members be enacted at Committee level.' • Moved: Wes Johnston Seconded: Ern Orth Motion: Carried			Rep Teams
Outcome	• Committees yet to meet • RTC Board member not available for comment			
5.4	Trophies - Perpetual			
Action	• <i>Update existing trophies</i>		Board/FC	ongoing
Outcome	• Competition Committee to notify Board prior to the next Board meeting of: • All existing perpetual trophies (Illawarra and South Coast Women's, Men's and Junior's) • Review existing naming rights of each trophy			
5.5	Constitution and Competition Rules Review			
Action	• Advisory Group to be formed • <i>Maree, Wes, Leo and Jan (Secretary) - Set up meeting time</i>		Advisory Group	ongoing
Outcome	• Need to meet			
6	Correspondence	As per attached listing/emailed to all Board members		
7	Business arising - General Correspondence to the Board P/E 4/6/2017		From	Date
7.1	• Unfinancial Player – Dispute (attached)		Flames	22/3/17
Action	• <i>All clubs will be asked to update their revised unfinancial lists</i> • <i>Competition rules will then be enforced</i>			
Outcome	• Club and player to negotiate an outcome			
7.2	• Rep Team Minutes (attached) • Amended Policies • Amended Roles & Responsibilities		RTC	29/3/17
Action	• <i>Revisions from Rep Teams (received in minutes) need to be reformatted to enable the Board to make considered decision</i>		RTC	
Outcome	• Rep Teams Committee to reformat minutes • Any roles and responsibility changes need to be within the Rep Teams structure: Rep Teams should be self-administering and responsible for all administrative functions			
7.3	• 2017 Officiating Strategy (attached)		Officiating	30/3/17
Action	• <i>No changes were made to the original</i> • <i>Content to be reviewed and possible split into a policy document and a strategy document</i>			
Outcome	• Marian to review and clarify content			

7.4	<ul style="list-style-type: none"> Invoicing Sponsors <ul style="list-style-type: none"> Peoplecare and Blooms the Chemist 	Garry	30/3/17
Action	<ul style="list-style-type: none"> \$2000 each <i>Garry and Wes to organise</i> 		
Outcome	<ul style="list-style-type: none"> Contact details to be supplied 		
7.5	<ul style="list-style-type: none"> Croom Hockey Centre Canteen - EOI 	Croom	31/3/17
Action	<ul style="list-style-type: none"> <i>No formal agreement in place</i> <i>Email to be sent to all members through Revolutionise</i> 	Admin	1/4/17
Outcome	<ul style="list-style-type: none"> Email sent by Admin 		
7.6	<ul style="list-style-type: none"> Unfinancial Players List (attached) 	HNSW	4/4/17
Action	<ul style="list-style-type: none"> <i>See Item 7.1</i> 		
7.7	<ul style="list-style-type: none"> Shoalhaven Player – age dispensation 	SHFHC	4/4/17
Action	<ul style="list-style-type: none"> <i>Email forwarded to members of the Board</i> 		
Outcome	<ul style="list-style-type: none"> Board voted to grant dispensation – email to Shoalhaven Field Hockey Committee sent 		
7.8	<ul style="list-style-type: none"> Ern Orth resignation from Rep Teams Committee 	Ern Orth	10/4/17
Outcome	<ul style="list-style-type: none"> <i>Ern Orth to become Board representative on Game Development Committee</i> 		
7.9	<ul style="list-style-type: none"> Illawarra South Coast Hockey "ISCH Veteran's Competition" (email attached) 	Nickolas Tambakis	24/4/17
Action	<ul style="list-style-type: none"> <i>Email to forwarded to Jon Laurenson</i> 		
7.10	<ul style="list-style-type: none"> Shoalhaven Hockey 	HNSW	2/5/17
Outcome	<ul style="list-style-type: none"> Barbara Muldoon appointed Public Officer 		
7.11	<ul style="list-style-type: none"> Scholarship Program 	Garry	3/5/17
Action	<ul style="list-style-type: none"> <i>Sent to Game Development & Rep Team Committee</i> 		
Outcome	<ul style="list-style-type: none"> Future related items would need to have further information provided 		
7.12	<ul style="list-style-type: none"> Kiama Leagues Club – outstanding invoice 	D. White	9/5/17
Action	<ul style="list-style-type: none"> Invoice to be paid 		
Outcome	<ul style="list-style-type: none"> Future ISCH meetings not to be held at Kiama Leagues Club 		
7.13	<ul style="list-style-type: none"> Unfinancial Players List Updated (attached) 	HNSW	16/5/17
Action	<ul style="list-style-type: none"> <i>See Item 7.1</i> 		
7.14	<ul style="list-style-type: none"> Possible Men's Masters Committee (attached) 	JOD	24/5/17
Action	<ul style="list-style-type: none"> <i>Review to be undertaken at the end of the current season</i> 		
Outcome	<ul style="list-style-type: none"> Pending review 		
7.15	<ul style="list-style-type: none"> Appeal against forfeit decision – Robertson Men's 1st Grade 	RHC	25/5/17
Action	Motion:		

	'The Robertson HC Men's 1st Grade appeal is successful' Moved: Garry Bull Seconded: Marian Grant Motion: Carried <ul style="list-style-type: none"> <i>The Board was of the view that an advantage was not gained. However, subsequent applications for not adhering to the rules may not be received so favourable.</i> <i>It is incumbent upon Clubs to follow the competition rules.</i> <ul style="list-style-type: none"> Leo Hughes together with the Registrar to communicate the outcome 		
Outcome	<ul style="list-style-type: none"> Player in question was deemed registered however the player was not graded in accordance with the rules There appeared to be no intended advantage gained 		
7.16	<ul style="list-style-type: none"> Distribution of material - Kaos 	Jenny Govers	29/5/17
Action	<ul style="list-style-type: none"> <i>Garry to contact Jenny Govers and explain the Board's position</i> 		
7.17	<ul style="list-style-type: none"> Rep Teams Uniforms <ul style="list-style-type: none"> Purchase warm jackets: black double thick water proof, priced at \$70.00 embroidered Plus GST 	RTC	29/5/17
Action	<ul style="list-style-type: none"> <i>Rep Teams to provide at least three (3) design options</i> 	Admin	
Outcome	<ul style="list-style-type: none"> Rep Teams purchased 6 jackets – asked to review their options and be more mindful of the ISC direction regarding colours 		
7.18	<ul style="list-style-type: none"> Local Sporting Championship Grants Round 1 	Garry	3/6/17
Action	<ul style="list-style-type: none"> <i>Rep Teams to disseminate to representative players or teams</i> 		
7.19	<ul style="list-style-type: none"> Question to the Board - Responsibilities at Hockey Venues (attached) 	Lynne Frew	4/6/17
Action	<ul style="list-style-type: none"> <i>Facility providers to organise procedural document for opening, closing, scoreboard and watering procedures</i> <i>Home teams to be responsible for opening, closing, scoreboard and watering at fields</i> 	Garry	
Outcome	<ul style="list-style-type: none"> Clubs and facility management to work in conjunction to organise open and close procedures Clarify procedures 		
8	Committee Reports, Minutes and Action Items	Action By	Date
8.1	<u>Finance: Wes Johnston</u> Finance Report period ending 5 June 2017 Financial Report Period Ending 5 June 2017 to be adopted Moved: Wes Johnston Seconded: Vanessa Phelan Motion: Carried <ul style="list-style-type: none"> Unfinancial listing being sent to Clubs and Registrars All Club invoices have been sent Requires list of representative players for invoicing 		
8.1.1	Financial/Accounting Policies		
Action	<ul style="list-style-type: none"> Review of structure and policy and procedures <i>Develop financial/accounting policies including purchasing procedures</i> 	Wes/ Vanessa	ongoing
Outcome	<ul style="list-style-type: none"> Ongoing/carry over 		

8.1.2	Length of Board Meetings		
Action	<ul style="list-style-type: none"> Administration Committee to look at ways to streamline meetings 	Admin	
Outcome	<ul style="list-style-type: none"> Ongoing 		
8.1.3	Working with Children Check - Sporting Organisations Audit 2016 - Illawarra South Coast Hockey Inc		
Action	<u>MPIO to:</u> <ul style="list-style-type: none"> Notify Office of Children's Guardian of all ISCH affiliated clubs' details as per the Organisation List 	Garry /MPIO	ongoing
Outcome	<ul style="list-style-type: none"> Audit submitted by MPIO 		
8.1.4	<ul style="list-style-type: none"> Website 		
Action	<ul style="list-style-type: none"> transition website over to Revolutionise – Wes and Jan to organise 	Wes/Jan	
Outcome	<ul style="list-style-type: none"> Ongoing 		
8.2	<u>Indoor: Ern Orth</u> Minutes: Nil		
8.2.1	Competition		
Action	<ul style="list-style-type: none"> Ern Orth to contact coordinators in preparation for start of indoor season 	Ern	
8.3	<u>Junior Field Competition: Wes Johnston</u> Minutes: 03/04/2017		
8.3.1	Vacant positions		
Action	<ul style="list-style-type: none"> Secretary: Vacant <ul style="list-style-type: none"> Clubs to be rostered to do minutes Junior Officiating – resigned 5/5/17 		
Outcome	<ul style="list-style-type: none"> 		
8.4	<u>Men's Field Competition: Leo Hughes</u> Minutes: Nil		
8.4.1	Vacant positions		
Action	<ul style="list-style-type: none"> Coordinator: Vacant Secretary: Vacant 	Leo	
Outcome	<ul style="list-style-type: none"> No response 		
8.5	<u>Women's Field Competition: Marian Grant</u> Minutes: Nil - Grading issued meeting 4/4/17 & 26/4/17		
8.6	<u>Shoalhaven Competitions: Vanessa Phelan</u> Minutes: Nil <ul style="list-style-type: none"> Points for cards to correspond with Officiating Policy 		
8.6.1	Shoalhaven Hockey		
	Resolution to go to independent mediation		

Action	<ul style="list-style-type: none"> Special Resolution being drafted by HNSW for HNSW Board New constitution to be written once finalised 	Barbara Muldoon / Garry	ongoing
Outcome	<ul style="list-style-type: none"> Barbara Muldoon appointed Public Officer 		
8.7	<u>Representative Teams: Maree Lackenby and Ern Orth</u> Minutes: 22/03/2017		
8.7.1	Uniforms		
Action	<ul style="list-style-type: none"> Purchase warm jacket 		
Outcome	<ul style="list-style-type: none"> See Item 7.17 		
8.8	<u>Game Development: Ern Orth</u> Minutes: Nil		
8.9	<u>Officiating Committee: Marian Grant</u> Minutes: Nil		
8.9.1	Officiating Selection Policy for State Championships		
	<ul style="list-style-type: none"> To be included in Policy: Motion 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 Moved: Wes Johnston Seconded: Scott Gee Motion: Carried (1 abstention)		
Action	<ul style="list-style-type: none"> Policy document to be reviewed together with the Roles and Responsibilities 	Wes	
Outcome	<ul style="list-style-type: none"> See Item 7.3 		
8.10	<u>Marketing and Events: Garry Bull</u> Minutes: Nil		
8.10.1	EOI for all positions – sent 7/4/17 <ul style="list-style-type: none"> Positions to include: Events, Sponsorship, Website and Social media, 		
Action	<ul style="list-style-type: none"> EOI to be resent 	Garry	
Outcome	<ul style="list-style-type: none"> Nil nominations received 		
8.11	<u>Life Members:</u> <ul style="list-style-type: none"> Delegates and their operations to be addressed during the year 		
9	General Business -		
9.1	Competition Rules		
	3.4 <ul style="list-style-type: none"> Junior players: Home club does not field a team in player's age group can play for a secondary club Gender based competitions Can't change clubs in same age competition without Board approval 6.5 <ul style="list-style-type: none"> 40% - ISCH Primary or origin 50% - dual Associations Reduction -Represented ISCH or parent body (through ISCH pathway) Injury/not rep exemption 		

	6.7 <ul style="list-style-type: none"> Australian rep past 12 months – 3 games or State Championships + 1 Goalkeeper infringements – round and finals; to Officiating 	
9.2	<ul style="list-style-type: none"> Change of Bank Signatories 	
	Motion Remove Rebecca Burgess from the Illawarra South Coast Incorporation Transaction Account, the Visa Card Account and the Investment Account. Add Vanessa Phelan to the Illawarra South Coast Incorporation Transaction Account, the Visa Card Account and the Investment Account. Moved: Wes Johnston Seconded: Garry Bull Motion: Carried	
9.3	<ul style="list-style-type: none"> Input of data to Revolutionise 	
	<ul style="list-style-type: none"> Current TOs not trained to input data <ul style="list-style-type: none"> Jan Massie to assist in the training 	
10	Next Meeting Date	21 August 2017, Illawarra Hockey Centre, 6 PM
	Meeting Closed	