

Meeting Minutes

Date	Mon 21 Aug 2017 17:00
Type	Board Meeting
Location	Illawarra Hockey Centre

Attendees		
Bull, Garry	Grant, Marian	Hughes, Leo
Johnston, Wesley	Lackenby, Maree	Massie, Jan
Orth, Ernest	Phelan, Vanessa	Simms, Jodie

Meeting items

Item #1. Welcome (raised by Garry Bull)
Garry Bull welcomed Jodie Simms to her first Board meeting
Item #2. Apologies (raised by Jan Massie)
NIL <ul style="list-style-type: none"> Ernie Orth (late)
Item #3. Amendments to previous minutes (raised by Garry Bull)
NIL
Item #4. Acceptance of the Minutes of the previous meeting (raised by Garry Bull)
ISCH Board Minutes 2017.06.05
Motion #1. That the minutes of the previous Board meeting on 5 June 2017 be accepted
Moved by Marian Grant; seconded by Vanessa Phelan
Carried? Yes
Item #5. Joint items (raised by Garry Bull)
5.1 <i>All Committee Roles and Responsibilities are completed and uploaded to website:</i> <ul style="list-style-type: none"> Roles and Responsibility Documents yet to be finalised: Finance & Administration Officiating - (Draft received/needs to be reworked)

Outcome/Action (Responsible):

- **Website upload in progress (JM, WJ)**
- **Finance & Administration document being progressed (JM, WJ)**
- **Officiating being revised (MG)**

5.2 Committee Roles and Responsibilities

- Board members to ensure the Roles and Responsibilities of members are enacted at Committee level

Outcome/Action (Responsible):

- **Board members to report as a part of the Committee reports (where necessary) (Board members)**

5.3 Trophies/Perpetual

- Update: existing trophies
- Illawarra Women's forwarded document of named trophies (attached)
- [IWA trophies 2015](#)
- South Coast Women's - Division shields not named
- Men's and Juniors held in Boardroom

Outcome/Action (Responsible):

- **Men's and Juniors to use existing trophies in 2017**
- **Women's - no new trophies; use existing IW and SCW in 2017**
- **Competition Committees to provide feedback regarding 2018 perpetual trophy requirements (Junior FCC, Men's FCC, Women's FCC)**

5.4 Constitution and Competition Rules Review (Advisory Group)

- Meeting prior to AGM
- Constitution changes (motions): notification to be sent to members 37 days prior to AGM

5.5 Competition Rules

- Draft submitted for approval
- [Field Competition Rules - amendments](#)

Outcome/Action (Responsible):

- **Format a comparison document (JM)**
- **Send document to Competition Committees for feedback and review (JM)**

5.6 Future Competition Rule - Association of Origin

- in 2018, the 3-year mandatory playing conditions will be lifted, allowing players to represent for any association
- Motion to be considered: If a player is an Association of Origin player and chooses not to play in State Championships for ISCH then the player will not be able to play in the ISCH competitions

Outcome/Action (Responsible):

- **No action - monitor player movements in 2018**

Motion #1. All existing perpetual trophies from the Illawarra Women's and the South Coast Women's Competitions be retired.

Moved by Wesley Johnston; seconded by Marian Grant

Carried? Yes

Motion #2. In 2017, for the Women's Competitions, the existing trophies from the Illawarra Women and South Coast Women will both be presented at the Women's Grand Finals. However, the recipient's name will not be inscribed.

Moved by Wesley Johnston; seconded by Marian Grant

Carried? Yes

Motion #3. The Field Competition Committees will provide feedback to the Board on the style of future perpetual trophy requirements. The new trophies will have the recipient's names from the 2017 season inscribed.

Moved by Garry Bull; no second

Carried? Yes

Motion #4. The initial Competition Rules - Amendments document is to be distributed to all Field Competition Committees for review, feedback and further suggestions.

Moved by Maree Lackenby; seconded by Vanessa Phelan

Carried? Yes

Item #6. Correspondence (raised by Jan Massie)

Correspondence received for action Items 7.1 - 7.19

Item #7. Business Arising (raised by Garry Bull)

Business arising: General Correspondence P/E 20 August 2017

7.1 *IAS Athlete Presentation Dinner, 8 September 2017*

- Garry Bull attending

Actions/Outcomes (Responsible):

- **RSVP to IAS (JM)**

7.2 *2018 EOI Field State Championships*

- Applied for U13 and U15; awaiting decision from HNSW

7.3 *Appeal: Member appeal severity of sentence - Code of Conduct Breach*

- Appeal heard before the Board 2 August 2017

Actions/Outcomes (Responsible):

• **Board moved that the determination of the Judiciary Committee would stand, maintaining the original penalty. .effective from 2 August 2017**

- **Notification to appellant of appeal outcome (JM)**

7.4 *Appeal: Forced forfeit - Robertson Women's 1st Grade*

- Appeal heard before the Board 21 August 2017
- The Board determined that Robertson Hockey Club (1st Grade Women's team) breached the following competition rules

4.2.9 *Additional players are added by resubmitting the player grading list. Late additions prior to a match can be approved by the*

Competition Registrar or their delegate for players whose home association is ISCH.

5.13.1 All players must be registered and graded to play in a match.

- It was further determined that if Robertson HC were notified of the breach immediately after the completion of Round 16, a further breach in all probability would not have occurred in Round 17
- The Board also felt that clubs need to be responsible for familiarising and understanding the rules governing the competitions and seek help from the Competition Committees to enable them to do so

Actions/Outcomes (Responsible):

- **Robertson HC be issued a forfeit for Round 16 (Women's FCC Registrar)**
- **Robertson HC to have points reinstated for Round 17 (Women's FCC)**
- **Notification to Robertson HC and Women's Competition Registrar (JM)**

7.5 Appeal: Fairy Meadow HC 4th Grade Men's - penalty of 2 forfeits for grading issues

- The Board met on Monday 21 August 2017 and after consideration of your appeal, deemed that the forfeits issued for Rounds 2 and 3 of the 4th Grade Men's competition would stand.
- The Board determined that Fairy Meadow Hockey Club (4th Grade Men's team) breached the following competition rule:
- **5.14.2 Players can only play in their current listed grade or higher**

Actions/Outcomes (Responsible):

- **Notification to Fairy Meadow HC and Men's Competition Registrar (JM, LH)**

7.6 IAS Partner Appreciation Function - Friday July 2017

- Marian Grant represented the association

7.7 Rep Trial invoice (Turf fees)

- forwarded to Finance for payment

7.8 Unfinancial player in dispute

- Resolved by member club

7.9 2017/18 Indoor and Summer Membership Registration Fees

- Revolutionise to be updated with payment classes

Actions/Outcomes (Responsible):

- **Information to be sent to clubs, notifying the new payment classes and how to set up registrations in Club portals (WJ)**

7.10 Hockey Camps through Sports Camps Australia

- sent out
- no further action

7.11 Presentation Awards (Men's FCC)

- Look at alternative to medallions

Actions/Outcomes (Responsible):

- **Contact Women's FCC (Sue Abba) (LH)**

7.12 *Relocated players exemption - Wests*

- Exemption to grading rule granted

7.13 *Robertson v Wests 13/8 - permission to use dual players*

- Request granted to enable Robertson to field a team

7.14 *Appeal: UOWHC - forfeit*

- Appeal upheld

7.15 *Life membership: D Shipp nominated two members*

- All members from the prior Associations are entitled to be considered for Life membership to the Illawarra South Coast Hockey Association
- Clubs are able to put forward nominations

Actions/Outcomes (Responsible):

- **Board to determine criteria and make recommendations for life membership prior to the notification period for the AGM (Board)**
- **The Board to determine an agreed criterion based upon any criteria set by the prior Associations for nomination to Life Membership of ISCH. (Board)**
- **Nominations need to have a CV for consideration; contact D Shipp for more information (JM)**

7.16 *Member Protection Seminars*

- sent to MPIO

7.17 *MPIO Course 20/09/17 held at Kiama*

- sent to members through Sport & Rec

7.18 *Robertson 1st Grade player, grading exemption*

- Exemption to grading rule granted

7.19 *Committee resignations*

- Peter Huk stepping down as Coordinator Indoor Competitions Committee
- Tracey Shephard stepping down as Coordinator Game Development Committee

Actions/Outcomes (Responsible):

- **EOI sent for Indoor Coordinator - nil response (JM)**
- **EOI to be sent for Game Development and other vacant committee positions (JM)**

Motion #1. The appeal by Fairy Meadow HC 4th Grade Men's team against the 2 forfeits declared in Rounds 2 and 3 has been declined.

Moved by Garry Bull; seconded by Wesley Johnston

Carried? Yes

Action items	Status
1. Business Arising	Not started

8.1 *Finance Report period ending 21 August 2017*

- All Clubs need to be financial to play semi finals
- [Aged Payables \[Summary\] 20170821](#)
- [Aged Receivables \[Summary\] 20170821](#)
- [ISCH Bank Reconciliation 20170821](#)
- [ISCH Financial Statements 20170821](#)
- [Profit & Loss \[Budget Analysis\] L4 20170821](#)

Actions/Outcomes (Responsible):

- **Weekly updates of Aged Receivables to be sent to Clubs (WJ)**

8.2 *Financial/Accounting Policies*

Actions/Outcomes (Responsible):

- **Review structure, policy and procedures (WJ, VP)**
- **Develop financial/accounting policies including purchasing procedures (WJ/VP)**

8.3 *Length of Board Meetings*

Actions/Outcomes (Responsible):

- **Administrative Committee to investigate streamlining options (JM)**

8.4 *Transition data to Revolutionise*

- Data to be moved from <http://www.ihockey.com.au/> to <https://www.revolutionise.com.au/isch/home/>

Actions/Outcomes (Responsible):

- **Organise and upload data (JM)**

Motion #1. Financial Report for the period ending 21 August 2017 be adopted

Moved by Wesley Johnston; seconded by Leo Hughes

Carried? Yes

9.1 *Minutes*

- Nil
- Judy Hooper acting Coordinator
- Ern Orth to Chair meetings

9.2 *2017 Competition*

- Nominations close 25 August 2017
- Start date: week beginning 11 Sept 2017

Item #10. Committee Reports, Minutes & Action Items: Junior Field Competition Committee (raised by Wesley Johnston)

10.1 *Minutes*

- Nil
- Committee would like the 2018 Junior Competition A Division runners-up to get an award
- B Division will not receive an award of equal standing

Item #11. Committee Reports, Minutes & Action Items: Men's Field Competition Committee (raised by Leo Hughes)

11.1 *Minutes*

- 19/6/17 & 14/8/17
- [Men's FCC Minutes 2017 06 19](#)
- [Men's FCC Minutes 2017 08 14](#)
- Discussion regarding rejected grading

Item #12. Committee Reports, Minutes & Action Items: Women's Field Competition Committee (raised by Marian Grant)

12.1 *Minutes*

- 16/3/17 & 19/7/17
- [Women's FCC Minutes 2017 03 16](#)
- [Women's FCC Minutes 2017 07 26](#)

Item #13. Committee Reports, Minutes & Action Items: Shoalhaven Field Hockey Committee (raised by Garry Bull)

13.1 *Minutes*

- 22/5/17
- [Shoalhaven CC Minutes 2017 05 22](#)
- Grand Final will be held 24/9/2017
- exhibition match between Women's and Men's

Item #14. Committee Reports, Minutes & Action Items: Representative Teams Committee (raised by Maree Lackenby)

14.1 *Minutes*

- Nil
- RTC had many questions raised at meetings, not received by Admin/Board

Actions/Outcomes (Responsible):

- **RTC to forward outstanding minutes/ questions (ML)**

14.2 Amended Policies and Roles and Responsibilities (attached)

- Revisions/amendments need to be reformatted to enable the Board to make a considered decision
- [REPRESENTATIVE TEAM COMMITTEE Minutes 2017 03 22](#)

Actions/Outcomes (Responsible):

- **Review structure, policy and procedures and reformat (RTC)**

14.3 *Rep Teams Uniforms*

- Purchase warm jackets: black double thick waterproof, priced at \$70, embroidered, plus GST
- [ISCH Warm jacket](#)

Actions/Outcomes (Responsible):

- **Provide at least 3 different design options (RTC)**
- **Design and quotes to come from alternate supplies (RTC)**

14.4 *EOI for Men's Masters Coordinator and Junior Field/Indoor Administrator*

Actions/Outcomes (Responsible):

- **EOI to be sent out to members (JM)**

Action items	Status
1. Committee Reports, Minutes & Action Items: Representative Teams Committee	Not started
Item #15. Committee Reports, Minutes & Action Items: Game Development Committee (raised by Jodie Simms)	
15.1 <i>Minutes</i> <ul style="list-style-type: none"> • Nil • Scheduled meeting postponed • Shoalhaven are progressing with development through gala days and Sport in Schools program with support from RCC 	
Item #16. Committee Reports, Minutes & Action Items: Officiating Committee (raised by Marian Grant)	
16.1 <i>Minutes</i> <ul style="list-style-type: none"> • Nil 	
16.2 <i>2017 Officiating Development Strategy (Revised)</i> <ul style="list-style-type: none"> • Revised document received to include development • ISCH Officiating Development Appointment Policy 	
16.3 <i>Officiating Selection Policy for State Championships</i> <ul style="list-style-type: none"> • Wording to include '<i>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</i>' 	
16.4 <i>Roles and Responsibilities Document</i> <ul style="list-style-type: none"> • <i>To be reviewed</i> 	
Actions/Outcomes (Responsible): <ul style="list-style-type: none"> • Review Development Strategy, State Championships Selection and Roles and Responsibilities documents to ensure consistency (MG) 	
16.5 <i>Input of data by technical officials to Revolutionise</i>	

- Current TO's not trained
- 2017 TO's to be paid \$10/game, Registrars to be paid \$2/score sheet

Actions/Outcomes (Responsible):

- **Training session to be organised after end of field season/new year (JM)**
- **Organise payment of TO's, Registrars and Umpires (WJ)**

16.6 *Number of games umpires can officiate in a day - should there be a limit*

Actions/Outcomes (Responsible):

- **To be taken back to the Committee (MG)**

Motion #1. The 2017 Officiating Development Strategy be approved and revised when necessary

Moved by Marian Grant; seconded by Vanessa Phelan

Carried? Yes

Action items	Status
1. Committee Reports, Minutes & Action Items: Officiating Committee	Not started
Item #17. Committee Reports, Minutes & Action Items: Marketing & Events Committee (raised by Garry Bull)	
<p>17.1 <i>Minutes</i></p> <ul style="list-style-type: none"> • Nil • Media outlets have been giving exposure due to results been consistently submitted • Facebook administration being supported by Garry Bull • Successful EOI to hold Championships: O35/65's Masters Field State Championships (4-6 May 2018); U15 National Championships (18-27 April 2018) 	
Item #18. Life Members (raised by Garry Bull)	
<p>18.1 <i>Delegates and their operations/involvement to be addressed</i></p> <p>Actions/Outcomes (Responsible):</p> <ul style="list-style-type: none"> • Provide a communication process for Life Members: email addresses to be arranged (JM) 	
Item #19. Facilities Committees (raised by Garry Bull)	
<p>19.1 <i>Minutes</i></p> <ul style="list-style-type: none"> • Croom Regional Hockey Centre: 20/6/17 • Croom Working Group Meeting 2017 06 20 • Illawarra Hockey Centre: Nil <p>Actions/Outcomes (Responsible):</p> <ul style="list-style-type: none"> • Ensure minutes from both facilities are passed on (GB) 	
19.2 <i>Responsibilities at hockey venues</i>	

Actions/Outcomes (Responsible):

- **Facility providers to organise procedural document for opening, closing, scoreboard and watering procedures (GB)**
- **Clubs and facility management to work in conjunction to organise and clarify procedures (GB/Clubs)**

Action items	Status
1. Facilities Committees	Not started

Item #20. General Business (raised by Garry Bull)

20.1 AGM

- The Board of Illawarra South Coast Hockey Inc has identified a change in the Constitution to bring the financial year of the association back in line with Hockey NSW who this year changed from 30 September to 31 December.
- It will aid in Financial reporting as the indoor season will now not overlap financial years.
- The Annual General Meeting would move to February in line with the financial year.
- The Annual Report will required in January.
- The current elected Board members will have their terms extended until the next AGM in February

Actions/Outcomes (Responsible):

- **Draft the Special Resolution (WJ)**
- **Organise voting (JM)**

20.2 \$100 Sport Rebate

- Clubs will become responsible for administering

20.3 Communicating Rule Changes

- A joint rules night was suggested where all club registrars and delegates (Junior, Men's, Women's) to attend
- Clubs will receive the same message and interpretation of rules

Actions/Outcomes (Responsible):

- **Organise a joint meeting of field competition committees (LH, WJ. MG, JM)**

Motion #1. In accordance with Section 28.3 of the Constitution, the Board of Illawarra South Coast Hockey Inc endorsed the use of a postal (email) vote for determination of this special resolution.

Moved by Wesley Johnston; seconded by Leo Hughes

Carried? Yes

Action items	Status
1. General Business	Not started

Item #21. Next meeting (raised by Garry Bull)

Next Meeting: Tuesday 17 October 2017, Illawarra Hockey Centre, Time to be confirmed

Meeting closed: 9:50 PM