



Meeting Minutes

Date	Tue 28 Nov 2023 18:30
Type	Board Meeting
Location	Taree Hockey Centre

Attendees

Bell, Keenan	Birkefeld, Frank	Booth, Stephen
Box, Jana	Brettle, Lynn	Clark, Michelle
Collier, Michelle	Kennewell, Janine	Lewis, Anthony
Masters, Marlene	Nicholson, Amanda	Scarff, Adam
Sipek, Jason		

Apologies

Barton, Tony	Yarnold, Donna
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Guests

Michelle Clark

Meeting items

Item #1. Apologies (raised by Frank Birkefeld)

- Tony Barton
- Donna Yarnold

Item #2. Welcome to Country (raised by Lynn Brettle)

We acknowledge the Biripi people, Traditional Custodians of the land on which we meet today, and pay our respects to their Elders past, present and future.

We extend that respect to Aboriginal and Torres Strait Islander peoples here today.

Item #3. Business arising from the previous meeting (raised by Frank Birkefeld)

- RSA and Food Supervisor Course - Information received from Mid Coast Community College.
- Mid Coast Community College is willing to any of the courses we require in 2024.
- MVHA will need 10-20 members to attend for Mid Coast Community College to deliver the courses.
- The Board agreed that February would be the best time to deliver the Food Handling Supervisor course.
- We need to confirm with MNCCC how long each course will take to complete.
- MVHA will also work towards running an RSA course late February early March

Motion #1. Motion to move the minutes from the previous meeting

Moved by Frank Birkefeld; seconded by Amanda Nicholson

Carried? Yes

Associated files

1. BOM Minutes 24th Oct 23 doc.pdf

Download: <https://cdn.revolutionise.com.au/meetings/0liasuehfley8udx.pdf>

Item #4. Strategy Day (raised by Frank Birkefeld)

Meeting Outcomes

Associated files

1. Strategy Day 2023 .pdf

Download: <https://cdn.revolutionise.com.au/meetings/gquopz89robmgny.pdf>

Item #5. Hookin2Hockey/Junior Division 4 - 2024 (raised by Frank Birkefeld)

Format for 2024

- MVHA would like to give the Clubs to be involved in how the format of Hookin2Hockey/Division 4 in 2024 will be structured.
- There will be a Meeting held next Tuesday 5th 6:30pm to give Club Delegates the opportunity to give input and feedback.
- MVHA will request at least one delegate from each Club to attend.
- Michelle Clark to circulate an invitation to Clubs.

Item #6. Club Duties (raised by Adam Scarff)

Restructuring of Club Duties.

- Based on feedback and the need for a restructure MVHA will request 2 volunteers for each shift for Club Duties in 2024.
- The Roster will be based on the draw and allocated on a per team basis. Shifts will be offset by 30min.
- To take away any confusion the role will be called Canteen/Club house Assistant.
- There will still be a Role description that will include answering to the Board Member on Duty.
- If there is a forfeit teams will still need to fulfill their duties.
- Suggestion for Clubs to have a duty co-ordinator (to work in the same way as the Umpire Co-ordinator).

Consequences for those who don't show up for duties.

• The question was raised does MVHA reintroduce a consequence of teams losing points for not showing up for your club duties? The consensus was yes.

- It was noted that there should also be a monetary fine due to the cost of having to replace Canteen/Club Assistants.

Consequences for non attendance for Canteen/Clubhouse Assistant

- First Offence - Formal warning
- Second Offence - 1 point plus \$50 fine per assistant not in attendance
- Third and subsequent offences - 2 points and \$50 fine per assistant not in attendance

Bar duties

- The Bar/RSA shift went well last year. 98% of shifts were filled.
- The RSA shift will be implemented in 2024 the same as 2023 meaning that It will be Club based shifts.
- If Clubs would like to pay their RSA's that is up to them. This may be a good option for those clubs that are in a good financial situation.

Consequences for a non attendance for RSA Duty

- Formal warning the first time and \$100 for the second and subsequent offences.

Motion #1. Motion to move the introduction of Consequences for non attendance to duties

Moved by Anthony Lewis; seconded by Amanda Nicholson

Carried? Yes

Item #7. 2024 Fees (raised by Adam Scarff)

Player Fees

- Adam's would like to see the MVHA player fee to remain the same in 2024 due to added Financial pressures for households along with the removal/reduction of the Active Kids Voucher.
- The player fee if it remains the same would be \$85 for Seniors which filters down to Juniors.
- The player fee includes a \$25 Canteen levy.
- MVHA spent \$21000 on Canteen reimbursements in 2023.
- MVHA got \$11500 back (less with GST) through the player levy.

Turf Fees

The Turf fees that Clubs pay were \$115 per game in 2023.

Umpire Levy

- In 2023 A Grade Men & Division 1 Women paid a \$100 umpire levy when games were played at Port Macquarie and a fee of \$80 when games were played at Taree Hockey Centre. The levy was only charged on A Grade/Division 1 games.
- MVHA would like to suggested a distributed Umpire Levy fee structure so that the fee is covered by all teams that have entered into the 2024 competition.

The suggested Umpire Levy is as follows:

1. C Grade \$15
2. B Grade \$25
3. A Grade \$35

- MVHA will cover \$5 game which works out to be approx \$5000 for the season.
- The only difficulty in setting the Levy now is predicting the amount of teams we will have in 2024 which will affect the Total final figures collected from the Levy.
- The only other thing to consider is that in 2024 there are plans that a Senior Umpire will continue to officiate on Division 1 Juniors. That will add to the umpire cost.
- Currently all umpires officiating on Junior games only receive \$10 per game. If Senior umpires are to be paid a higher amount MVHA will need to consider how this will be covered.

Motion #1. Motion to move the umpire levy to be spread across all divisions.

Moved by Frank Birkefeld; seconded by Keenan Bell

Carried? Yes

Motion #2. Motion to move that the MVHA player levy will remain the same for 2024

Moved by Adam Scarff; seconded by Keenan Bell

Carried? Yes

Item #8. Grants (raised by Adam Scarff)

Level the playing Field 2023 -

- This Grant closes on Thursday. Unfortunately we only received information on what we would require last Thursday night.
- The Level the playing field grant requires a large amount of supporting documentation (it is one of the larger grants).
- Michelle Clark has been working with the Grant writer to obtain all the information required to submit the application.

Local Sports Grant 2023 -

- MVHA submitted a Grant Application yesterday for \$6000 of Representative uniforms for the 2024 season.

Sun Safe Seating -

- Michelle and Adam met with a local Tradie last week. The Tradie has given MVHA a Construction Quote but has notified Adam that unfortunately he can't complete the work until February.
- Tony L has a contact that he will touch base with this week to check on his availability and pricing.
- MVHA have already submitted a Variation for the seating. The construction needs to be completed ASAP.

Grant variation TLF

- Adam is still waiting on advice in regards to the submitted Grant variation for funds remaining for the TLF.

Lux Test

- Adam has organised a Lux Lighting test tonight to test the quality of the field lighting. We should know more tomorrow.

Item #9. Australian Sports Foundation Grant Success (raised by Michelle Clark)

- Manning Valley Hockey Association applied for an Australian Sports Foundation grant and received notification last Wednesday that the application was successful.
- The grant awarded was valued at \$4204.70
- The application process included placing items into a Wish list to be supplied via Hart Sport.
- As soon as the successful applicants are announced Hart Sport ships out the items on the wish list.
- Manning Valley Hockey Association received 7 Cartons of items today.
- Michelle met the courier. All cartons have been stored in the Hookin2hockey storage room and will be unpacked for use in 2024.
- Items delivered include Sticks, Shin pads, Minkey Balls, Game balls, Face Masks, Goalie Kits, Fitness equipment, Flat markers and cones.
- Only a small number of Sporting Clubs/Associations are chosen from around the Nation. Manning Valley Hockey Association is

very grateful for the arrival of the new equipment that will aid Minkey, Hookin2Hockey, Umpires, Junior Divisions and Representative teams.

Item #10. Vending Machines (raised by Marlene Masters)

- Marlene asked about where we were up to with Vending Machines.
- Michelle Clark looked into Vending Machines and spoke to Newcastle and Central Coast businesses after an online search.
- Machines to purchase outright are \$8000 - \$10000
- Newcastle and Central Coast businesses do not supply rentals to our area.
- Feedback from one of the business owners was that the machines can be fiddly and can often require maintenance so if you are out of a service area a business could end up with an out of order Machine
- Jason suggested Foree Vending in Forster. Stephen suggested another operator -Michael
- Michelle Clark to follow up before the next board meeting.

Item #11. Mac's Hockey - Taree Programs Term 1 2024 (raised by Frank Birkefeld)

- A Letter has been received by Frank from Leigh McIntosh regarding the delivery of Clinics in Term 1 2024
- The Board supported the programs
- Consideration will need to be given however to club training times etc when running the sessions
- MVHA recognises the financial implications but as a commercial venture the standard turf fees will apply.
- The Board considered Tuesday to be the most appropriate afternoon.
- Frank to contact Leigh to advise Leigh of the outcome

Item #12. 2024 Calendar (raised by Michelle Clark)

Planning for 2024

- Michelle Is collating information for the 2024 Calendar.
- We Need to confirm start dates for the 2024 season.
- The start of the Minkey and Hookin2hockey was discussed. If we leave until after the School Holidays it will be May and we will potentially lose participants to other sports.
- It was decided that stage Minkey and Hookin2Hockey will start at the same time as Junior and Senior Competitions.
- Juniors commenced a week earlier than seniors this year. Next year COD regional challenge is on the 8th/9th March so that counts that weekend out.
- By aligning all competitions on the 15th/16th March it will allow us to have the Official Opening of the TLF and celebrate a Season Launch as a whole association.
- The end of the season will still be offset. Everyone agreed that the Junior Grand Final the week before Seniors was beneficial for all involved.
- Tony L mentioned that he thought that start and end dates were set at the August meeting. Michelle Clark to check the minutes.
- MVHA are Waiting on 2024 State Championship dates from Hockey NSW.
- Coaching and Umpire Clinics to be added in when confirmed.

The ATF circle is in need of major repair.

- It will cost \$50000 - \$60000 to fix the circle area.
- We need to reduce the traffic on the ATF as much as possible. There is to be absolutely no training at the car park end of the ATF
- If you are at the hockey centre and people are training in the circle please politely ask them to relocate to one of the other fields.

Training times

- Michelle Collier mentioned that Taree West would like to move training nights. They feel they are disadvantaged by Tuesday nights
- Cougars also did not like their allocated training time.
- It may be possible to work on a 3 week rotation. Teams on the ATF would only be permitted to train from the 25 to the backline (Bike track end)
- Letter in writing will be sent to clubs. Failing an agreement a Ballot will need to take place.

Tony Lewis

- The Social Competition will be extended by one week to compensate the wet weather round
- A sausage sizzle will be supplied to each participant
- We need BOM Volunteers for this week. Frank can possibly do the first hour. Jana has said she will help after her game.
- Donna has said she will help on the final week but we will require at least one more volunteer

Breezeway

- Do we need the Lockers? Do clubs use them? Tigers do most others do not. Look at removing them completely.

Clubhouse Clean up

Tony L and Michelle C,ark are going to clean up under the Clubhouse.
if any items belong to your club please remove them ASAP

Mats from the Canteen

- Do they need to be left near the bar. The answer was yes. They can not be put on the carpet. They are put near the bar so the cleaner can mop the kitchen
- The mats will need a clean
- Stephen mentioned that there is a company that you can hire the mats from. Mats are us. They come and take the mats and clean them and leave you with a clean set.
- Note the different coloured mats have different heat ratings.

New Clubs (Previous Clubs)

- Tony Lewis would like to implement a new rule to be incorporated into the playing rules to prevent single team clubs re-entering the competition.
- Note Clubs that are a one team Club that entered a team in 2023 will be permitted to remain in the competition

- Any Club coming into the competition (that was not entered in 2023) will need a Junior team entered into our Junior competition
- Any team entering will be subject to approval of the Board of Management
- Will need further discussion

Turf Maintenance

- We have received an Email from Polytan regarding a Maintenance schedule on the Turfs. MVHA is not in a Financial situation to send the quoted amount of money on maintenance.
- Our Masters Men do a great job of Maintaining the turfs.
- We will look at the proposed maintenance schedule again in 2025.
- Adam will contact Polytan to discuss if they are coming back to redress the turf with the extra Sand they left behind

State Championships 2024

- Hockey NSW have some proposed State Championship dates in the pipeline. Waiting on further confirmation
- MVHA would still like to submit an EOI to apply to host a State Championship in 2024
- Mens Masters Championships have been announced. We have missed out on a Mens Masters Championship in 2024

Scoreboards

- Jason is going to send an email to Aussport to address some of the bugs in the system and to streamline processes.
- The Laptop is struggling. We could really do with a new one in this space as it is vital to scoreboard operations
- Tony L would like to arrange a Scoreboard learning session

PA -

- needs some tidying up, New speakers and a new microphone would improve the quality

Lynn Brettle

• There are some sample Team spirit uniforms that need to be dropped back to their Kempsey Office. If you are headed that way please let Lynn or Michelle know

Item #15. Next meeting (raised by Frank Birkefeld)

Next meeting

23rd January 2024 Unless required earlier.

- Notification will be given if a meeting any earlier than the 23rd is required.
- The Executive will address any issues that arise. A poll will be added to the Whats App chat for any decisions that need full Board of Management approval.

Meeting closed 8:45pm