



Meeting minutes

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| Date | Tue 20 Feb 2024 18:30 |
| Type | Board Meeting |
| Venue | Taree Hockey Centre |
| Attendees | Keenan Bell; Frank Birkefeld; Stephen Booth; Jana Box; Lynn Brettle; Michelle Clark; Janine Kennewell; Anthony Lewis; Marlene Masters; Amanda Nicholson; Jason Sipek; Donna Yarnold |
| Apologies | Tony Barton; Michelle Collier; Adam Scarff |
| Absences | There are no absences recorded. |
| Guests | Michelle Clark |

Item #1. Acknowledgment to Country

Raised by Lynn Brettle

Item #2. Apologies

Raised by Frank Birkefeld

- Adam Scarff
- Michelle Collier
- Tony Barton

Item #3. Business arising from the previous meeting

Raised by Frank Birkefeld

BOM House keeping.

- 2024 BOM Information document was completed with any details that were missing.
- Master keys were distributed to new BOM members. (Keenan, Janine & Stephen)
- Shirt sizes for new members were also confirmed.
- Adam has contacted the security company today and will organise security codes for those that need them.

RSA & Food Safety Course

- Michelle contacted MNCCC on the 8th of February again and hasn't received a response in regards to dates. Michelle will email them again tomorrow to chase a response. (Note the first contact with MNCCC regarding running these courses was in November 2023)

Item #4. Grants

Raised by Adam Scarff

Item #5. Charles Sturt University Grant

Raised by Michelle Clark

There are Charles Sturt University Grant Opportunities to support sporting groups in the area of Sports Development.

- It was decided that MVHA will apply for support to subsidise the costs associated with volunteer training in the form of upskilling our Coaches and Umpires.

Information received in regards to a Grant opportunity:

Charles Sturt University will again in 2024 be offering community grants under our [Community University Partnership grant program](#). The grants program is designed to support the development of the region through contributions to educational, cultural, economic, sporting and related activities.

Applications open February 1st 2024 and close on March 3rd 2024

Sports Development

Available to assist rural sportspeople or teams to attend and assist community sporting groups to host regional, national and University campus regions, and to provide equipment to reduce the cost of participation in sports programs.

What can funds be used for?

- Assisting a rural sportsperson or team to attend and assist community sporting groups to host regional, national and University campus regions.
- Assisting a community sporting group to host a regional, national and University campus regions.
- The purchase of sporting equipment to assist young people's participation in sports programs.
- Costs associated with volunteer training.

Item #6. Canteen

Raised by Adam Scarff

The Canteen committee held a meeting yesterday.

- They have decided to remove the old Coffee Machine. The Masters men crew would like to use it downstairs if possible. It will need require plumbing to be operational.
- It was decided by the committee to offload the pizza oven. The reasoning was the space it takes up, the cost of having it run all day and the unreliability of the pizzas that it was producing.

Donna moved a motion to sell the pizza oven.

The motion was seconded by Keenan.

- Funds from the sale of the pizza oven will be used to purchase a second slushie machine for the Canteen which will be located at the Bar.
- Stephen has researched Slushie Machine options. A new double machine is priced at \$5400 (a single barrell is only \$700 less). Second hand machines can be unreliable.
- Donna researched options and said there may be cheaper options on catch of the day.

MVHA is Currently advertising for Canteen Assistants for the 2024 season.

- The uniform for 2024 will remain as a black shirt (no crop tops). Staff will wear the MVHA apron that is kept in the Canteen
- Keenan will be taking over the Rostering of Canteen Assistants in 2024.
- Adam will Roster Board of Management duties, Duty Officer Duties & RSA shifts.

Menu

- The menu for 2024 will change slightly with a few different options including the change from dino nuggets to chicken nuggets and the removal of Up & Go's (the canteen will still have normal flavoured milk). Looking at adding options of Pluto pups and spring rolls.

Motions

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|-------------|---|
| Motion #1 | Donna moved a motion to sell the Pizza Oven |
| Moved by | Donna Yarnold |
| Seconded by | Keenan Bell |
| Carried | Yes |

Item #7. Sponsorship 2024

Raised by Michelle Clark

Club Taree

Frank & Marlene met with Club Taree and will continue sponsorship with Manning Valley Hockey Association in 2024 and as such will be a Major Sponsor

McDonalds Taree

Adam, Michelle and Marlene met with McDonalds. They are happy with what MVHA delivered in 2023 and will continue with the same sponsorship package as 2023 for the next 2 years (2024 & 2025). They are willing to do support MVHA further if we can provide them with opportunites to promote their business. Michelle has been working with Adam to prepare a sponsorship proposal with added value.

Sponsorship of fields

MVHA will sell naming rights to each of the fields at a cost of

- \$3000 for the TLF
- \$2500 for the ATF
- \$2000 for Turf 3

The Field would include the name of the field and sponsor. For example - The McDonalds Terry Launder Field

Sponsorship opportunities for 2024 will include options to purchase naming rights of the Junior competition, possible logo on Board of Management shirt sleeves and Video and Audio reels in the Clubhouse.

Item #8. 2024 Representative Information

Raised by Anthony Lewis

Rep Coaching, Manager & Selector Positions

- Coaching, Manager and Selector applications closed on Friday the 16th.
- Jana has put application copies together for the meeting.
- There are double ups in 3 age groups for coaching positions and 1 double up for a Managers position.
- Where there are double ups the Board of Management will sit down and make a decision.
- Applications will be reviewed at the end of the meeting. Any applicants that are present will be asked to leave the room.
- Coaching, Manager and Selector positions that have not received any EOI's will be readvertised. This will be done for Under 18 Girls, Under 18 Boys and Open Men

Email correspondence from Port Macquarie Hastings Hockey Association

An email has been received from Port Macquarie Hastings Hockey Association Rep Committee in regards to the possibility of combining MVHA Under 18's girls athletes with PMHHA Athletes to create a "MNC" team of some sort.

The Board agreed to work with Port Macquarie to combine athletes if Manning Valley Hockey Association can't reach adequate numbers. MVHA will advertise for Expressions of Interest for players and then will be in a position to decide where to go from there.

Accommodation for Rep teams during 2024

- It was noted that 2024 Representative Players must stay at the accommodation that has been booked by Manning Valley Hockey Association.
- Grafton accommodation is hard to find for group bookings. MVHA have the option to put a holding deposit on some accommodation to secure adequate accommodation for all athletes/families. The deposit would be refunded when rooms are released a month from the carnival.
- It was agreed by the BOM to proceed

Tamworth Carnival 2024

An email was received from Tamworth Hockey Association in regards to the 2024 York Cup and Kim Small Shield. The carnival will be held on the first weekend of the July Holidays from the 5th - 8th of July. The age group will now be Under 12's.

With the shift to 12's it was discussed about emailing Tamworth to make a suggestion of the possibility of adding Under 10's as an option for Associations to enter teams to add to the development nature of this competition.

Michelle to email Tamworth

Item #9. Hookin2Hockey/Junior Division 4 - 2024

Raised by Anthony Lewis

At the combined JMC & SMC meeting the following age qualifications for Division 4 were discussed.

An email was received from Chatham Hockey Club to ask about the process for players applying for an exemption to compete in Division 4 that aged under 8 or 9 as of 1st January 2024

- Kids that are aged 7 & under as of the 1st of January must apply for an exemption to play in Division 4.
- Exemptions requests must be sent to the Secretary email.

Division 4 format

- Frank & Michelle will help to Coordinate Division 4 warm ups.
- There will be a skill of the week that will delivered as a part of the 20min warm up. There will be a 5 min break and games will commence.
- Division 4 games will played on the TLF.

Hookin2Hockey Coordinator

- MVHA will advertise for a MVHA Hookin2Hockey Coordinator to help coordinate the program on the night.
- MVHA will ask all clubs to provide a HiN2H coordinator who will oversee the volunteers they are sending each week. This will give MVHA a point of contact with Clubs.

All Hookin2Hockey and Division 4 participants will still get a sausage sizzle and a drink each week.

Item #10. Junior Competitions/Division

Raised by Anthony Lewis

The amended Junior Playing Rules where presented to a combined JMC & SMC meeting.

All changes have now been finalised. Please see attached document.

Clubs will need to manage members wanting to skip Division 4 and play in Division 3.

Junior Playing times for 2024 have been set as the following:

- 9:00am - Division 3
- 10:10am - Division 2
- 11:30am - Division 1

The Junior Hockey document has been amended. It will be circulated to the Board before distributing to Members.

Attached files

| File name | Type | Size |
|---|------|-------|
| Junior Competition Rules 2024 Draft | PDF | 741KB |

Item #11. Senior Competitions

Raised by Anthony Lewis

Motions

Please see attached Motions for Team Managers and Senior Umpires that were presented at the combined JMC & SMC on 13th Feb. The Clubs have all agreed with them.

Tony has also drafted Motions regarding Club Duty Penalties and Club Affiliation rules.

All Motions will be put together and circulated through the BOM Chat and voted on.

2024 Game times

- Senior Game times for Saturday during the 2024 season will be as follows: 1pm, 2:30pm 4pm & 5:30pm and then MVHA will work back to Fridays.
- MVHA will only play Thursday nights if needed. There will need to be 4 games scheduled for Thursday games to be viable.
- There will be 3 x games scheduled at the 2:30pm time slot on a Saturday. There is also a chance to schedule a third game at the 1pm and 4pm time slot if needed.

MNCHL

- There is a MNCHL meeting on this Thursday.
- MVHA have received an email from Chatham to confirm when team lists need to be submitted by.
- An email will be sent to clubs to ask for JMC & SMC delegates, Umpire Coordinator, Canteen/Duty Coordinator and Hookin2Hockey Coordinator. (Will look into the possibility of sending out an Event link from Revolutionise to capture all of the information in the same place)

Club Duty Role

- Penalties have been introduced for failure of a Club to fulfil rostered duties.
- Tony has created a rule to be added to the playing rules,

- It will be circulated with the the other motions
- There will be a document in the Canteen for Duty staff to sign when they arrive for their duty. The BOM member attending will sign off on it as well.

Affiliation of Clubs

Taree West have approached MVHA in regards to the possibility to combining with Gloucester to nominate a C grade team.

- Tony is drafting a motion relating to the Affiliation of Clubs. It will include the following:
- Players can only play for one club in any one division.
- Potentially Clubs could have the opportunity to affiliate with another club to allow clubs/players to compete in divisions that they would not been able to.
- Applications to allow clubs to affiliate will only be approved on a yearly basis.

Training roster for the turfs

- The Training roster document has been redone to include Cougars rotating all turfs on a Monday. It was circulated to Clubs yesterday.

Attached files

| File name | Type | Size |
|--|------|-------|
| Proposed notice of motion - Team Manager -Team Official 24 | PDF | 523KB |
| Proposed notice of motion - Senior Umpires 24 | PDF | 635KB |

Item #12. Umpiring 2024

Raised by Anthony Lewis

Tony & Jason will sit down together to work on Umpire processes for 2024.

- Tony has spoken to Adam about the possibility of purchasing new head sets for umpires.
- Clubs will need to nominate an umpire for each Junior team that they have nominated into the competition.
- It has been requested that MVHA has Senior umpires on Junior Division 1 competition.
- It is recommended by MVHA that Clubs nominate umpires for Division 1 Juniors that are competent to officiate in that Division.

Item #13. General business

Raised by Frank Birkefeld

Coaching Clinic

There is a Junior Coaching Clinic on this weekend being run by Wests Newcastle. The Clinic is free for participants. There will be Ex State players on hand to share their knowledge with our Junior players.

A Mens Premier League match will follow at 1:30pm between Wests Newcastle and MVHA.

The Canteen will open at 1pm. Donna will arrive beforehand.

Sun Safe Seating project

The concreting of the Seating is being completed by MNH Concreting before the start of the season. Adam has organised this project and will speak with them tomorrow to confirm a more exact time.

MVHA Hockey Shop

- The MVHA Hockey Shop will open this coming Monday 5:30pm - 6:30pm. Marlene and Donna will be in attendance.
- It will also open 5:30pm - 6:30pm on Wednesday. Jana will open for the first half. Frank will finish the last half.
- Michelle to promote through Socials

Item #14. Incoming Correspondence

Raised by Michelle Clark

An Email was received from Bunnings in regards to Hosting a community BBQ on site.

It was decided that at this point MVHA won't be taking Bunnings up on the offer.

Item #15. Signage

Raised by Michelle Clark

We have approached Club Taree for support in preparing some signage for the Hockey Centre.

They are more than willing to help out with the following:

- 1 x sign for TLF side of Hockey Centre for the Hockey Shop
- 1 x Ground Signage for the entry to the Hockey Centre (visible from the Car park)

Michelle will communicate with Jason at Club Taree and will also request the possibility of adding 4 No training signs for the ATF (Car Park end)

Michelle has ordered and received signage for No Smoking and No Vaping signs to be displayed at the Hockey Centre.

Item #16. Around the room

Raised by Frank Birkefeld

Jason - Scoreboards

Jason has had an update from Aussport. The software update is currently underway.

There are several things that are being updated.

- There will be a password to allow any changes to made.
- The Default will be set to the normal sequence rather than the count down.
- The update should eliminate most of the errors that we have been having.

Stephen - Slushie Machine

Stephen has been researching Slushie machines for an option to have a stand alone machine at the bar.

- A two barrell Slushie machine is worth \$5442.00 . A single barrell slushie machine is worth only about \$700 less.
- Stephen asked if we able to invest the money that we get from the sale of the Pizza oven.
- It was agreed we will sell the Pizza oven and put the money towards a new slushie machine for the bar.
- Donna has suggested that their may be other options from Catch of the day

Item #17. Next meeting

Raised by Frank Birkefeld

Next Meeting Tuesday 19th March at 6:30pm at Taree Hockey Centre