



Southern Highlands Hockey Inc.

ABN 91 913 949 753

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BOWRAL NSW 2576

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SHHI Executive Committee Meeting Minutes 25th January 2022

Venue Mittagong RSL Club
Meeting Opened at 6.35 pm

Present

Glenn Fleming	President
Melinda Armstrong	Vice-President
Catherine Froome	Treasurer
David Mackay	Secretary
Joanne Bowie	Committee
Meegan Jones	Coordinator

Apologies

Dan Parker	Committee
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Absent

Amy Hill	Committee
Blake Hill	Committee

The minimum number of Executive Committee members (5) were present to form a quorum under Section 17.4 of the Constitution.

Minutes were prepared by the Secretary.

Glenn opened the meeting with a welcome to all the Executive Committee members and thanked them for their commitment to the operation of the Association in 2022.

Minutes of Last Meeting 29th November 2021

There were four items of business outstanding from that meeting as follows-

1. Centre of Development- discussion is ongoing as to the value for our juniors of participation in the COD program and consideration is being given as to establishing a local academy and ongoing discussion will be held with parents
2. Motions presented at the AGM are dealt with further in these minutes

3. Refurbishment of the toilets. Glenn has undertaken to provide a quote for work to replace door jams, doors and PC items as required. Painting is required and it will be reviewed whether a professional painter be engaged to complete, or the work carried out by volunteers. Once quote is received the matter will be referred to the Turf Committee who are responsible for upkeep of the Hockey Centre.
4. Fundraising monies for some 2021 Rep teams is still held in the bank account and Cat will confirm and provide details to the Executive. Additionally there are monies held for a 100 Club draw. Glenn has undertaken to contact the team representatives to get these funds distributed and finalised.

It was agreed going forward fundraising will be an in-team responsibility controlled by the Team Managers. No funds will pass through the Association bank accounts and it will be the Team Managers responsibility to ensure that funds are distributed to defray costs for players either before or during the team's representation at the championship. Requests to promote fundraising activities under the SHHI banner will need to be referred to the Executive Committee prior to proceeding.

These changes will be included in the Representative Teams Coordinator contract this year and the guidelines issued for Team Managers.

Discussions were also held on invoicing of fees for rep teams and processing of costs and Cat will roll out these changes to the Rep Coordinator.

Acceptance of the Minutes from the Previous Meeting-

Moved Glenn Fleming Seconded Melinda Armstrong (Both present at that meeting)

Voted- All in Favour- Passed

Treasurers Report

Cat presented the Treasurers report, a copy of which is included as an attachment. Current balance of the Association General Account is \$67,918.74 Cr. The balance of the account operated for the costs associated with the mat replacement on the Bedson/Isedale Field is \$75,711.46 Cr which is in hand pending the second progress payment to Polytan.

The budget for the 2022 season was also presented which records a nominal profit of \$3,644.14. Full details of fees will be circulated with the Club's Welcome Pack which will issue in the next week, however Cat confirmed that there will be no change to team fees for the 2022 season.

The Umpire levy will also remain unchanged for this year at \$44 for Seniors and \$22 for Juniors (GST Inclusive).

The Turf Committee will be consulted as to their 2022 fee's and this will also be included with the fee schedule.

The Treasurer's report was accepted- Moved-David Mackay Seconded-Melinda Armstrong

Voted- All in Favour- Passed

Southern Highlands Hockey Centre Committee (Turf Committee) Report

Current balance of the Turf Committee bank account is \$362,284.44 Cr. Balance of the interest free loan to Council for construction of the Mackay/Sharpe field is \$400,919.50 Dr. Funds are being held pending inspection of the shock pad after the mat is removed to allow for full replacement if required.

Progress with replacement of the mat on the Bedson/Isedale field has been slow due to on-going rain. Polytan started on the 8th October and have completed only 3 weeks of work up until Christmas. The rain has meant that vacuuming the sand from the field to then lift the mat has not been possible due. Work has progressed over the last week with half the field mat now removed and it is hopeful that all the mat will be removed by the end of this month and work will start laying the new mat.

The Turf Committee report was accepted- Moved-Catherine Froome Seconded- Melinda Armstrong Voted- All in Favour- Passed

Correspondence

Only three items of correspondence were received-

- Associations 2021 financial statements from Kelly Partners which will be circulated to Clubs for their information
- Account statements for the interest free loan from Council to be forwarded to the Turf Committee.
- Two statements for the rep team bank account were received.

General Business

Competition Schedule

Glenn presented a proposed competition schedule for the 2022 Junior and Senior competition. A copy of the schedule is included with these minutes and will be included with the Clubs Welcome Pack.

The Senior competition start dates will be staggered with Women commencing the 17th March and Men the following week on the 25th March. This staggered start is so the Women's competition can be suspended over the weekend of their Masters tournament which is the 29th July due to the growing number of SHHI players attending that event. Meegan confirmed there were 6 requests for deferred games and 2 forfeits of games over the weekend of last year's Women's Masters.

The Senior competition will conclude with Grand Final day on the 17th September.

The Junior competition will commence on the 21st March and conclude with Minkies/Unders 9's & 11's Gala Day on the 20th August and the Under 13's/15's Grand Final on the night of the 6th September.

Winter Competition Rules

Over last year a rewrite of the Winter Competition Rules has been undertaken and accepted by the Executive Committee. The rules will be circulated to Clubs with an explanatory letter to Presidents/Secretaries for them to circulate to their members. The playing rules are unchanged from the previous version accepted in 2018, but the document has been updated to bring in guidelines used in the general running of the competition from past practice and other policies outlined in the Judiciary Committee Guidelines and Turf Committee Operating Manual.

They will be posted on the website in the coming week and we welcome feedback from members through their Club Secretaries of further development of this document over the next few months.

Club Contacts

Clubs will be contacted by Meegan to update their email lists for Presidents/Secretaries. Correspondence from the Executive Committee will be directed through these Office Bearers of each Club, and we request that members direct any questions or requests firstly through their Club Executives.

Coordinator 2022

It was decided by the former Executive Committee to renew Meegan's contract for the upcoming 2022 season. This decision was influenced by the delay in holding the AGM due to COVID restrictions on meetings which wouldn't have enabled the new Executive Committee time to advertise and review applicants, then select and train someone if Meegan wasn't intending to apply for the position. Meegan was confirmed in the Coordinators role for the 2022 season and David will draw up a letter of appointment accordingly.

Facility Security

Locking and unlocking of the Hockey Centre, along with being backup controller for the field lights program was carried out by John Horvath last year and David will approach him to see if he will continue this year. If not, the job will be advertised.

COVID Officer

According to the current NSW Health guidelines there will be no QR check-in requirements for outdoor community sport and HNSW at this have not indicated any variation from that policy. The Executive Committee will seek formal confirmation of that position prior to the competition commencing and whether the Executive Committee needs to be appointing a COVID Officer or initiating any compliance in the 2022 season.

Umpire Committee

At the AGM nominations weren't sought for the Umpire Sub-Committee as the Executive Committee considered that a review was warranted of the program before committing to a continuance in 2022.

In discussion it was considered that the paid umpire program provided benefits to the Association members, but several areas were flagged for review such as the level of payment being aligned to the grade umpired, umpire development programs and training to achieve either a local or HNSW recognised badge, budgeting by the sub-committee and regular reporting to the Executive Committee of its activities.

This review will be carried by Glenn, Mindy and Dan who will report their recommendations for any changes to the paid umpire program back to the Executive Committee in the coming weeks.

Outstanding Motions Presented at the AGM

Two motions were submitted by Clubs to change the Constitution at the 2021 AGM. The first motion was to change Clause 5.1 to allow debate by everyone in attendance at General and Annual General Meetings on all matters and Clause 17.2 which deals with changing the vote of the members of the Executive Committee to one vote per Club and on matters in which they have teams in the competition.

It was agreed that these motions would be carried over to after the competition starts and presented for full discussion by Clubs at a General Meeting.

There being no further business the meeting closed at 10.01pm



Glenn Fleming
President SHHA



Wingecarribee
SHIRE COUNCIL

ABN: 49 546 344 354

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EMAIL: mail@wsc.nsw.gov.au
WEBSITE: wsc.nsw.gov.au

OFFICE HOURS: 8.30am - 4.30pm (Mon-Fri)

GENERAL COUNCIL ENQUIRIES:
PH: (02) 4868 0888

DEBTOR INVOICE ENQUIRIES:
PH (02) 4868 0736



Biller Code: 175257
Reference No.:
069468

Note:

**Please use all 6 digits
when paying via BPay**

Sundry Debtor Statement

SOUTHERN HIGHLANDS HOCKEY - LOAN ACCOUNT
PO Box 519
BOWRAL NSW 2576

PERIOD ENDING
31 December 2021

DEBTOR NUMBER
14000

DEDUCT PAYMENTS MADE SINCE
31 December 2021

INVOICE DATE	DUE DATE	INVOICE NUMBER	AMOUNT
15/04/2021	15/05/2021	61102	\$400,919.50

THIS IS A STATEMENT ONLY - PAYMENTS SHOULD BE MADE USING THE DETAILS THAT APPEAR ON THE ORIGINAL INVOICE

90 DAY & OVER	60 DAYS	30 DAYS	CURRENT	TOTAL AMOUNT DUE	
400,919.50	0.00	0.00	0.00		\$ 400,919.50

WINGECARRIBEE SHIRE COUNCIL

SEE OVER FOR PAYMENT OPTIONS

NAME : SOUTHERN HIGHLANDS HOCKEY - LOAN ACCOUNT
DEBTOR NO : 14000

**NOTE: THIS STATEMENT DOES NOT SUPERSEDE ANY CURRENT RECOVERY
ACTION BEING TAKEN ON THE ACCOUNT.**

TOTAL
AMOUNT
DUE
\$ 400,919.50

Office use only:



*484 52630142

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Treasurers report meeting 25/1/2022

1. Accounts

Opening balance S5 account

9/11/2021 \$71,621.89

Payments out \$3703.15 (Co ordinator fees, Xero, JRR & Lawn maintenance)
Nil received

Closing balance

24/01/2022 \$67,918.74

S90 Sports grant

Opening & closing balance \$75,711.46

2. Draft budget for 2022

See attached draft budget. Given the short season last year we are in a healthy position.
Recommend no increase to fees in 2022. To remain same as last year:

Seniors	\$1100
Seniors 9 competition	\$900
Under 15's	\$650
Under 13's	\$650
Under 11's	\$500
Under 9's	\$500
Minkeys	\$200

3. Umpire levy proposed to remain same as last year, however the minkeys should be included (they were omitted last year)

Seniors	\$44 (includes GST)
Juniors	\$22 (includes GST)

4. Waiting on clarification from Hockey NSW for 2022 affiliation fees, we usually have received a bill by this time. (Last year \$8.25 per player)

5. Turf committee to clarify costs for the 2022 will remain the same as last year, which were:

Seniors	\$70 per team per game
Under 13's & 15's	\$70 per team per game
Under 9's & 11's	\$25 per team per game
Minkeys	free

Training.	No fee for juniors
Seniors	\$55 per half field per hour
Outside hire for schools	\$80 per game or hour

Overall Budget									
Southern Highlands Hockey Association									
2022 season									
Account	All figures ex. GST 2022 budget	2021 Budget	Actuals	Club fees for 2022 (based on 2021 numbers)					
Income									
Club Fees (200)	\$52590.95	\$51,075.00	\$52590.95						
Indoor Rep Contributions (240)	\$0.00	\$6,000.00	\$0.00						
Umpiring contributions	\$25000.00	\$25,000.00	\$22440.78						
NSW Registration Fees (210)	\$6814.50	\$4,500.00	\$6166.14						
Rep Team Contributions (220)	\$50000.00	\$30,000.00	\$1474.55						
Sponsorship (260)	\$0.00	\$1,000.00	\$60.00						
Summer Comp Contributions (250)	\$0.00	\$2,000.00	\$3636.36						
Total Income	\$134405.45	\$119,575.00	\$86368.78						
Gross Profit	\$134405.45	\$119,575.00							
Less Operating Expenses									
Academy/Development Clinics (414)	\$0.00	\$0.00	\$0.00						
Accounting (442)	\$2800.00	\$2,200.00	\$2620.00						
Income Tax Expense (504)			\$5737.00						
Bank Fees (444)	\$0.00	\$0.00	\$0.00						
Cleaning (408)	\$7000.00	\$7,000.00	\$4532.96						
Co-ordinators Fees (404)	\$13181.81	\$14,500.00	\$13291.61						
Rep Co-ordinator (404)	\$3000.00	\$3,000.00	\$3000.00						
General Expenses (450) including covid costs	\$1200.00	\$1,200.00	\$140.00						
Grand Final Costs (420)	\$4000.00	\$4,000.00	\$0.00						
Hockey NSW Affiliation Fees (400)	\$6814.50	\$4,500.00	\$6669.64						
Indoor Rep Team Expenses (438)	\$0.00	\$6,000.00	\$0.00						
Office Expenses (454)	\$800.00	\$800.00	\$417.77						
Rep Team Expenses (434)	\$50000.00	\$30,000.00	\$1474.55						
Repairs and Maintenance (458)	\$2000.00	\$2,000.00	\$455.00						
Lawn Maintenance (457)	\$4500.00	\$4,000.00	\$1790.00						
Security (410)	\$3800.00	\$3,000.00	\$3025.00						
Subscriptions & Memberships (460) Dropbox	\$2005.00	\$2,005.00	\$1443.63						
Zero (460)	\$660.00	\$660.00	\$558.14						
Trophy Costs (422)	\$2500.00	\$2,500.00	\$0.00						
Umpiring Costs for Assoc. (424)	\$25000.00	\$25,000.00	\$20610.00						
Uniforms (428)	\$0.00	\$1,500.00	\$0.00						
Waste Removal (412)	\$1500.00	\$1,500.00	\$236.30						
Total Operating Expenses	\$130761.31	\$115,365.00	\$66801.60						
Total Expenses	\$130761.31	\$115,365.00	\$66801.60						
Net Profit	\$3644.14	\$4,210.00	\$19567.18						

Club fees for 2022 (based on 2021 numbers)

Affiliation fees for 2022 (based on 2021 numbers)