

WWCHA Annual General Meeting Agenda

Monday 23rd November 2020



Date: Monday 23rd November 2020

Time: 7.30pm – 9pm

Location: Jubilee Park Club Rooms

Chaired by: Ken Larkin

Board Membership: Ken Larkin (President), Amy Smart (Secretary), Karen Boyd (Treasurer), Melinda Chyb (Competitions), Pat O'Donnell (Development), Marcus Manning (Officiating), Craig Knowles (Representative), Phil Stone (Facilities), Vacant (Events).

Club Membership with Voting Privileges: Cavaliers, CSU, Lake Albert, Rosellas, Royals

Note: Harlequins are unfinancial and do not have voting privileges.

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Minutes

Present (A-Z):

Board Members: Karen Boyd (Treasurer), Craig Knowles (Rep), Ken Larkin (President), Marcus Manning (Officiating), Pat O'Donnell (Development), Amy Smart (Secretary)

Club representatives: Emma Lynch (CSU), John Marshall (CSU), Alicia Rose (Cavaliers), Ben Speirs (Lake Albert), Sharyn Wellham (Rosellas)

Apologies:

Melinda Chyb (Competitions), Aaron Crump (Lake Albert), Phillip Stone (Facilities), Maree Beresford (Royals)

ABSENT: Harlequins Representative

Confirmation of Patrons

A maximum of three (3) patrons are to be elected at the annual general meeting.

Traditionally: Mayor of Wagga Wagga, State Member for Wagga Wagga, Federal Member for Riverina.

Councillor Greg Conkey, Joe McGirr (MP), Michael McCormack (MP, Deputy PM) – Secretary to send letter of acknowledgement to these members.

Acknowledgement of Country

'I would like to begin by acknowledging the Wiradjuri people, Traditional Custodians of the land on which we meet today and pay my respects to their Elders past and present. I extend that respect to Aboriginal and Torres Strait Islander peoples here today.'

1.0 Board Reports

Previous Minutes: Please note that August 2020 Minutes have not been accepted.

1.1 President Report – Ken Larkin

After a halt to our season due to COVID-19 we finally got our amended competition start in July.

The competition was conducted under a COVID Safety plan which was designed to keep our players, officials and spectators safe from any transmission.

I wanted to thank our 2020 Board for their efforts and support and ensuring that on a weekly basis we were aligned to our Safety Plan. I also wanted to thank our players and officials for following the plan and making our jobs as board members easy.

We are hopeful that next season, we may see easing of restrictions to allow us a bit more freedom in structuring our competition. However I think we all need to accept that working with COVID will be with us for some time.

I would also like to thank Hockey NSW and Wagga Hockey for their respective support in reducing fees to allow our members to return to playing hock in a difficult time year.

From a facilities enhancement perspective this year with a big thank you Riverina Water and Community Partnerships (NSW Government) , been able to install a 2nd bottle filling water station, and the purchase of 2 portable grandstands, to be used on the east side of Paul field. And of course at the end of the season we have commenced work on replacing the playing surface Of Paul field which should be completed mid to late November.

Finally again thank you to our current board members for their profession and diligent approach to their respective roles. I know the members of our association appreciate you very much.

Addition: New turf has been completed, the water guns have been reset and we are working with a consultant about the maintenance moving forward. Quotes for the Noonan field replacement, and 50% council commitment confirmed. Two teams have been using the new field to test during the time between now and the Winter Season (Term 2). Retained enough turf to resurface the practice turf on the Paul field, which Craig Knowles will work on over summer along with some assistance.

1.2 Secretary Report – Amy Smart

At the start of the season (prior to COVID-19 shutting down our competition temporarily) all clubs participated in a training session with Hockey NSW on how to use Revolutionise at a Club Level. The Clubs were able to handle their registration members and fees via Revolutionise, and most clubs also implemented the Active Kids Voucher functionality to allow their Junior players a simple process when registering. Moving into 2021 I hope to see the rest of the clubs

implement this feature. We also aware that Hockey NSW fees will now be separated into 4 terms which may require the Association and Clubs to update our fees more regularly. We are awaiting further information on if there will be a Term 2-3 option.

Due to COVID-19, we introduced a new role in each club, the Safety Coordinator Role. I thank everyone who took on this role and ensured their clubs followed the safety procedures. This included submitting an attendance record for each training session and game, and the implementation of the QR Code for those who had phones with them when entering the fields.

Throughout the year I have participated in TDD webinars and Safe Hockey. Safe Hockey is an integrated education program to be lead by Hockey Australia which focuses on the protection of our junior members. This will be one of our primary focuses for 2021.

I am glad that we were able to re-start our short Hockey Season. I would like to thank Ken for his leadership and drive to get our Safety Plans written, approved and implemented in time. I would like to thank the Board and all Association Members that helped make this season possible, and I look forward to the 2021 Season.

1.3 Treasurer Report – Karen Boyd

Balances of accounts as at

	\$
Cheque account	79466.27
Cash reserve account	89768.00
MasterCard account	82.38
Fundraising account	1854.91
Total	171171.56

2020 Review of Financial Books

Accounts for end of October yet to be finalised and should be finalised by end of December or early January.

2020 Fees

These were only covering training light fees. Although small and all clubs knew about these, they have been the hardest I have ever had to chase up. To date there are still a few clubs yet to pay. If not paid by the end of November, they will be noted as unfinancial. And if these are not paid by start of new season their players will be unable to play. Please pay these accounts.

Canteen

As you know due to COVID-19 it was decided not to run the canteen for our short season.

Facilities

For as long as I can remember we have been saving for replacement of turf. This year saw the replacement of Paul turf. We had saved enough to go 'halves' with Council and not have loan like in previous replacements. So, you can now see why fees are like they are. The field is looking fantastic and we have no debt hanging over our heads. Great Job. Final payment to go to Polytan and reimbursement of council portion should happen by the of the month. Now a new start to save for Noonan field within the next 5 years.

Presentation night

No presentation night due to COVID-19 restrictions. It was good to see some clubs having their own version of their club presentations to stay inside the restrictions.

Representative Teams

No teams going away this year due to COVID-19 restrictions. Look forward to sending every age group next year.

Conclusion

Although 2020 was a smaller season and smaller cost to members, it has still had its challenging times for some board members.

We still had to purchase signs, wipes, disinfectant, sanitiser etc and man the gates and rules on a weekly basis. I would like to thank the board members of 2020 for making this happen for all our players. Without their dedication there would not have been a season at all, no matter how short.

Wagga hockey will be needing a new treasurer for 2021 as I have decided that enough is enough. Time for someone else to step up. I will make sure the transition goes ahead smoothly.

Thanks

Karen Boyd
Treasurer

Addition: Agreement with Polytan requires certain amount of money to be held over 6 months. Adding this morning into Term Deposit Accounts to try to start accruing some savings.

1.4 Competitions Report – Melinda Chyb - TBA

1.5 Officiating Report – Marcus Manning

Lack of Umpires was difficult this year, hoping to increase next year. Start rotating the teams through Juniors Competition to get their confidence up, then can move to the lower grades in Seniors.

We were planning on Umpire Training this year but due to COVID and short season we were not able to proceed with this. Depending on the COVID situation next year, hopefully we can move forward with this next year.

1.6 Development Report – Pat O'Donnell

Juniors went well this year.

Jack Laurent – thanks for Photos

Thanks to CSU for umpiring every week, and all other clubs that were able to assist as well.

1.7 Representative Report – Craig Knowles

No representative due to COVID

1.8 Facilities Report – Phil Stone

This year saw the implementation of COVID-19 safe play policy.

Due to COVID-19 the association put in place safe procedures to ensure all players had minimal contact with playing surfaces/seating gates, dugouts and contact with other players.

This involved the forever challenging and changing of entry and exit points, dugout to grandstand usage, hand sanitization at entry and exit points, having spectators view from outside the grounds, the usage of QR scan in approach, manual signing in and club COVID-19 Safety Coordinators.

The association would like to thank all members and spectators for abiding by the COVID-19 rules implemented by Hockey NSW and respecting all members and spectators safety and wellbeing by participating in our local playing plan.

We understand that it was difficult at times but appreciate your patience and understanding.

The fields saw the addition of CCTV cameras fitted on both side of the fields, a drinking station on Noonan Field and 2 portable grandstands for Paul field.

The installation of the new turf and shock pads for Paul field took place after our season concluded and is now completed.

The water cannons for Paul field are being upgraded and re calibrated for the new turf usage in 2021.

Our next project is to gain further financial grants to begin upgrading to new score boards for Paul and Noonan fields.

Thanks again for all your help and assistance for the short season

1.9 Events Report – Vacant

No events

2.0 Election of Committee for 2021 - Election of committee members

- (1) Nominations of candidates for election as committee members of the association:
 - a. must be made in writing, nominating the committee position they wish to stand for, and
 - b. must be delivered to the secretary of the association at least 7 days before the date fixed for the holding of the annual general meeting at which the election is to take place.
- (2) If insufficient nominations are received to fill a position on the committee, The chairperson may seek nominations from the floor for the position.
- (3) If insufficient nominations are received, any vacant positions remaining on the committee are taken to be casual vacancies.
- (4) If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated are taken to be elected.
- (5) If the number of nominations received exceeds the number of vacancies to be filled, a ballot is to be held.
- (6) The ballot for the election of committee members of the committee is to be conducted at the annual general meeting in such usual and proper manner as the committee may direct.
- (7) A person nominated as a candidate for election as a committee member of the association must be a member of the association.

Position	2020 Member	Nomination 1	Nomination 2	Nomination 3	2020 Member
President	Ken Larkin	Ken Larkin			Ken Larkin
Secretary	Amy Smart	Amy Smart			Amy Smart
Treasurer	Karen Boyd				VACANT
Facilities Manager	Phil Stone	Phil Stone			Phil Stone
Competitions Manager	Melinda Chyb	John Marshall			John Marshall
Officiating Manager	Marcus Manning	Marcus Manning			Marcus Manning
Representative Manager	Craig Knowles	Craig Knowles			Craig Knowles
Development Manager	Pat O'Donnell				Pat O'Donnell
Events Manager	Vacant				VACANT

President notes:

- Transition year – find a president for 2022 early to start training
- Management of Facilities and Events will be impacted due to Ken taking on extracurricular roles.
- Can we consider a Vice President role to shadow and learn about the President role?

Treasurer Notes:

- No nomination for Treasurer – Karen has agreed to continue for the next few weeks to finalise the books. Existing account signees existing until new treasurer is found.
- The Board would like to acknowledge Karen Boyd for her contribution to the Board and the Association over the last 12 years.

Facilities Manager Notes:

- Phil Stone will take on the role in its current state.

Competitions Manager Notes:

- Ken has given John Marshall the Grounds Keys and will contact John in the next few days for handover.
- The Board would like to acknowledge Mel Chyb for her contribution to the Board and the Association over the last 2 years.

Development Manager Notes:

- Pat O'Donnell has accepted the role of Development Manager with a team to work with him.
- Association has requested the Clubs to look into a successor for 2022.

Events Manager Notes:

- The role has been vacant for a few years.
- We need an events manager due to Womens' Masters being held in Wagga, and it will be in a COVID environment.

MPIO – Member Protection Information Officer – Charmaine Gaye

Meeting closed: 8:21PM

Next AGM: TBA