

**Port Hunter Zone Little Athletics Inc.**  
**Minutes of General Meeting held 6<sup>th</sup> March 2014**  
**At Raymond Terrace Bowling Club**

Meeting opened: 7.30 pm

**Present:** Barbara Inglis Raymond Terrace; Anne Watts Woodberry; Lee Grant Wallsend; Michelle Marshall Medowie; James Lorang Newcastle City; Terry Hancock Thornton; Troy Morrison Tilligerry; Brian Cox ANL; Lee-Anne O'Sullivan, Stockton; Cindy Forster, Port Stephens

**Apologies:**

Grahame Searles Woodberry, Kylie Patteson Zone Co, John Terranova Raymond Terrace, Melisa Brown Myall Coast.

**Previous Minutes:**

Moved Terry Hancock and 2<sup>nd</sup> Melissa Brown that the previous minutes be accepted.

**Business Arising from Previous Minutes:**

Nil

**Incoming Mail:**

Board Minutes

- **Relays at Zone Championships**

This season there have been quite a few centre teams competing in the relays with the incorrect combinations of ages. Some were permitted 'by invitation' and some were errors not picked up by the carnival management. This meant there were some teams that believed they had qualified for region and then had to be told that they were ineligible. It was agreed that the Championships Advisory Committee consider possible alterations to the ruling to overcome this problem and possibly allow participation by a greater number of centres. It was also suggested that in the future, the Competition & Volunteer Coordinator will process the region entries and check the validity prior to providing regions with their databases.

- **Online Exam System**

The move of our accreditation scheme to the joint AAOES (Australian Athletics Officials Education Scheme) will result in LANSW ceasing to use our own online exam system. This will probably be a staged process with the D grade exams ceasing earlier than the C grade.

Once revised timelines for the implementation of levels 1 & 2 of the AAOES have been issued we will know when to close our current online system. In the meantime alternative uses for the system are to be investigated.

- **Centre Constitution Template**

The Centre Constitution template with additional changes was received 5 February from Ros Read following the final decisions made by the board at the December meeting. A copy was tabled. Although the regulations are not quite finished, it was agreed to send out the template with the February mail-out to centres to enable centres to begin reviewing their own constitution.

- **Regulations**

Regulations relating to committees and elections in part have been drafted but still need to be reviewed. Regulations regarding disciplinary matters that can be reviewed at centre/zone level need to be further developed along with appropriate penalties. We may contact our own independent disciplinary panel for assistance. Penalties will need to be in line with any penalties applicable to LANSW.

- **2015 State Multi-Event Venue**

Discussion took place on the proposal to host the 2015 State Multi-Event Championships at the Sydney Olympic Park Athletic Centre. This would be as a one-off trial and the championships would then return to a country venue again in 2016. As it is anticipated that a metropolitan based event will attract larger numbers than normal, investigation into logistics and a possible cap on the number of entries, needs to take

place before a final decision is confirmed. The Championships Advisory Committee to look at logistical issues and how they could be overcome.

## LANSW Newsletter

- **Centre Constitution Draft Template**

After almost 12 months of work, we can finally advise that the centre constitution template is complete. The document complies with the Associations Incorporation Act 2009 and has been drafted to take into account the Australian Sports Commission's Best Practice Corporate Governance Principles for Sporting Organisations. It has also been prepared to show the organisation as a key part of the overall national structure for Little Athletics and therefore contains references to both LANSW and LAA.

The document is a template only and has a number of commentary boxes, indicated by a shaded box, which highlight options for centres or set out the rationale and/or explanation for the inclusion of particular clauses. Please note the document should be tailored to the requirements of your centre and not vice versa. Should your centre require assistance with converting the template to a workable document for your centre, please contact the LANSW office and we would be happy to provide guidance and assistance.

To adopt a new constitution, a centre will need to pass a special resolution at an AGM, for which there are specified times for required notice etc. You should refer to your current constitution for these processes. If you are unsure, please contact LANSW staff. It should also be noted that there are a couple of regulations required to accompany the main constitution document (although these do not require acceptance at an AGM). We are in the process of preparing examples of these regulations for use by centres and hope to have these ready in the very near future.

We encourage ALL centres to look at updating their constitution within the next 12 months (either at this year's AGM or the next) to ensure compliance with the current Act.

For a copy of the template go to the LANSW website centre paperwork and forms.

- **Registrations and Numbers**

Registrations currently stand at 37,581.

Now is also the time for centres to please check the registration totals and inform Trish if there are any discrepancies. Remember unused numbers must be returned to the office by 31 March 2014.

- **LANSW Hot Weather Guidelines**

It is the responsibility of event organisers, Little Athletics centre personnel, coaches, parents/guardians and other relevant individuals to read and understand these guidelines and seek further clarification from Little Athletics NSW as required. The Hot Weather Guidelines can be found on the LA website.

- **McDonald's Gear Up Equipment Grants**

There have been two winners announced so far for the Maccas Equipment Grants. A huge congratulations to Kurrajong Bilpin and Merriwa.

LANSW would love to see photo of athletes using the equipment these centres were able to purchase from this grant.

Entries are still open, closing on 31 March 2014. So tell McDonalds in 200 words or less why your centre deserves a \$1,000 McDonald's Equipment Grant and how they would spend the grant if they won. To enter send an email to [littleathleticsgrants@mcdonalds.com.au](mailto:littleathleticsgrants@mcdonalds.com.au). Terms and conditions are available from the LANSW website.

- **"Desire to Inspire": School Visit Program- Be a part of it...Don't miss out!**

I know it's early, but it is now time to at least think about next season. In the next few weeks the 2014 "Desire to Inspire" School Visits Program registration form will be available. This has proven to be a very successful "mass promotion" program.

As the name suggests, the aim of the visits is to inspire kids to get involved and be active through Little Athletics by:

- Generating children's interest and educating them about the benefits of Little Athletics.
- Motivating children to register with their local centre.
- Increasing the profile of Little Athletics within the wider community.

- Creating a link between local centres and schools.

Centres and schools have described the program as:

- “Great emphasis on being your best, not the best”
- “Informative – very practical demonstrations”
- “A wonderful mix of listening, humour and active participation”

This program is open to all centres and is generally conducted in term 3. Last year LANSW saw over 35,000 school students state-wide. The best thing about the program is it’s “FREE”, there is no financial cost to the centre at all. A copy of the information and request forms will be emailed to all centre secretaries, presidents and zone coordinators.

If you would like more information, please contact Alvin Umadhay or Cheryl Webb at the Little Athletics Office.

- **A Call for “Skills Clinic” Host Centres**

Each year Little Athletics NSW conducts a number of skills clinics throughout NSW. Clinics are organised by the Little Athletics NSW Coaching and Development staff and centres become the host venue. Most clinics are conducted during (but not limited to) the school holidays. This is a great opportunity to increase the skills of your athletes, promote your centre, use this as a “come ‘n’ try” for non-registered athletes and also provide a general community service from a community sport.

There is generally no cost to the centre and centres can benefit from funds generated from the canteen.

The current clinic program has changed from previous years:

- New “senior” orientated coaching sessions (depending on final registration numbers).
- Juniors (U9-U11) will rotate between 5 x 45min event specific coaching sessions focusing on fundamental skills of the event.
- Seniors U12+ will rotate between 3 x 80min sessions, with events determined by the centre, focusing on skills and further development.
- Athlete/coach ratio decreased to ensure optimum learning.

If your centre is interested, or for more information please contact Alvin Umadhay at the Little Athletics office.

## **Out going mail:**

## **Treasurers Report:**

Balance as at 28<sup>th</sup> February 2014 \$3,580.75 – Reported by Grahame via email.

## **General Business:**

Post-mortem on Regional carnival.

- Late starting on Saturday morning
- Very late finish on Saturday and Sunday
- Disorganised
- Sound system not up to the job with many areas not being able to hear announcements
- Long delays between events
- Finish line video placed at ground level instead of looking down on finish line
- Individual hand held timing instead of using normal regional timer
- Announcements were not clear
- Field officials were not really up to scratch
- Children held in marshalling for up to 1 hour before event held
- Central Coast parents were taking athletes from events instead of waiting for clash marshals to go and get them (apparently they do not have clash marshals at their zone carnival)
- U15g high jump held up for 40 minutes waiting for a girl to compete in an track event, then she didn’t return to the HJ
- SP areas were not very good, in fact all of the field events were not that great

- Overall a disappointing region
- Medals not presented to all athletes, they were just going to information to collect them
- Results were very slow being put up and there were a lot of mistakes
- \$5 entry fee per athlete needed to be notified to centres a lot earlier than 2 weeks before the carnival, apparently it was on the Central Coast website but not notified to our Zone Co-ordinator
- Only good point was that most officials were well fed.

Barbara pointed out that Raymond Terrace was the only centre from our zone that was given more duties at Region than they had athletes competing. Whoever did the allocation of duties needs to look at the way they are allocated.

Meeting closed 8.15 pm

**Next Meeting: 3rd April 2014 - 7.30 pm at Raymond Terrace Bowling Club**