

Sunbury Little Athletics Centre Inc. P.O. Box 673, SUNBURY, VIC, 3429.

Email: <u>sunbury@lavic.com.au</u>

Web: www.sunburylac.org.au

Wednesday, 3<sup>rd</sup> October, 2018

Present: Bernadette Burns, Kylie Harker, Graeme Wombwell, Brooke Rennie, Dave Thies,

Caroline Sharman, Robyn Thies

**Apologies :** Justin Rennie, Emma Lynch, Geoff Sharman, Deborah Watson

Previous minutes as read: Moved: Bernadette Burns Seconded: Graeme Wombwell Carried

Outstanding business: Honour board

Secretary Report: Mail received – Coles banana box vouchers

- Department of Justice and Regulation letter for Graeme (working

with children's check)

- Domain name final notice (been paid)

- CTBB Pty Ltd invoice (been paid)

- Thank you certificate from the Good Friday Appeal

Moved: Dave Thies Seconded: Graeme Wombwell Carried

Treasures report:

Summary of incoming and outgoing expenses by Graeme
 Moved: Bernadette Burns Seconded: Kylie Harker Carried

• Kylie handed float back to Graeme. \$300 float plus \$80 made from uniform sale on registration day

Moved: Bernadette Burns Seconded: Dave Thies Carried

- Dave reimbursed for Paint etc. \$57.24
  - Telstra broadband \$50
  - Net registry \$15.95
  - Heart sport tapes \$76.90

Moved: Kylie Harker Seconded: Brooke Rennie Carried

- Reimburse Dilanka Samaranayake for coaching course \$67.60
   Moved: Brooke Rennie Seconded: Kylie Harker Carried
- \$40 to be reimburse to Bernadette for the meeting expenses
   Moved: Caroline Sharman Seconded: Robyn Thies Carried
- Bernadette will be transferring by bank \$38 for a Sunbury little athletics tshirt
- Kylie Harker transferred \$25 by EFT for adult top Moved: Bernadette Burns Seconded: Dave Thies Carried

#### **Presidents Report:**

## North Metro Region Update:

- Meeting was held on Monday 1<sup>st</sup> October Bernadette sent an apology to Kathleen for Sunbury LAC
- Next meeting will be in Keilor Bernadette may be able to attend.

#### 2018-2019 season

- Working bee went well. Need to organise either a trailer or skip to remove large items.
- Have Coles caps to hand out to each child on Saturday and take a group photo
- Bernie will talk to parents before the start of the day just outline what we
  would like them to do/how they can help out through the day
- Jobs for this Saturday
  - Kylie to drop of Coles bananas
  - Bernie/Bec to help out with selling uniforms
  - Dave/Robyn to be in main tent
  - Graeme will be announcing
  - Starter will be Justin
  - Long jump will be Fiona Parker
  - Triple jump will be Dilanka
  - Shot put will be mark chapman
  - Discus will be deb Watson
  - Javelin will be Jarrod
  - On track will be Dilanka and Emma

# **Uniforms**

- Shorts sample may not make this Saturday so hoping for next Saturday
- Kylie and Bernadette to do another audit of the tops and jackets

## Fundraising:

- Bunning's letter has been sent and now just waiting on a response
- Fundraising team to now take care of grant applications
- Returning sponsor
  - Ford
  - Snap fitness
  - CBF
  - Sunbury sand and soil
  - Bumble bee coffee

Team manager:

NIL NIL

Coaching & Training:

Registrar:

Training will start again on Wednesday 10<sup>th</sup> October 5:30 – 6:30pm

Web/tech manager:

NIL

**Equipment manager:** 

- New Measuring Tapes 2 X 50m have now been brought
- PA System ready for this Saturday
- Weights for tends \$50 each need 10 + delivery fee for all the above equipment we are going to wait for possible grant approvals to buy all of these things needed

#### Canteen:

- Canteen listings and prices have been reviewed
- Lisa has asked if she can have some plastic storage containers with wheels.

Moved: Kylie Harker Seconded: Robyn Thies Carried

- Lisa will need help when we hold major events
- Lisa said she is able to get a slushie machine when we hold big events
- We will be EFT Lisa's pay each week
- All receipts from Lisa's purchases will need to be kept then passed on to

committee to be reimburse by EFT

We will do the float each week for canteen \$300

## General business:

- we need to promote our sponsors more on Facebook
  - Line marking done
  - Dave was approached by the council for two separate groups.
    - Crosby running group would like to use our oval for training on a Wednesday night from 6:30pm. Bernie to follow up with them about ages and cost.
    - MS Peer Group Car Show would like to use the oval on Sunday February 3<sup>rd</sup>.

Moved: Kylie Harker Seconded: Graeme wombwell carried

 A parent emailed the club asking if she could do a payment plan for fees for her 3 children. As a club we have agreed to the payment plan.
 Graeme will write up a contract outlining the payment plans and have the mum sign it. Dave will pay the fees upfront and we will reimburse him.

Moved: Bernadette Burns Seconded: Caroline Sharman carried

• Emma is happy to do the programming for each week

**Next meeting:** Wednesday, 5<sup>th</sup> November, 2018

Bernadette's house

6 Maiden drive Sunbury (Ashfield estate)

**Closed:** 2140



# SUNBURY LITTLE ATHLETICS CENTRE INC.

Covering period 01-09-2018 to 30-09-2018

		*********		
Opening Ledger Balance Unpresented payments at the start of the period	\$	12,675.51		
4/06/2018 Domain Name Renewal	\$	249.00	442	
23/07/2018 Re-imbursement of supplies for open day (Thies)	\$	232.64	pending	
23/07/2018 Re-imbursement of payment for Domain Name Fees (Wombwell)	\$	41.95	pending	
9/08/2018 Re-imbursement to D&R Thies - Regional Conf, shed handle & keys	s	256.70	pending	
Opening Bank Balance	š	13,455.80	posterior .	
No. of the Landson				Cross check to bank statement
Operating Income 29/08/2018 Registration Fees x 5 athletes	5	360.96	Direct	
12/09/2018 Registration Fees x 4 athletes	\$	266.88	Direct	X X
19/09/2018 Registration Fees x 3 athletes	5	282.24	Direct	x
26/09/2018 Registration Fees x 8 athletes	\$	545.28	Direct	x
Fotal Operating Income for the period  Departing Expenditure 4/09/2018 Re-imbursement of supplies for open day (Thies) 4/09/2018 Re-imbursement of payment for Domain Name Fees (Wombwell) 4/09/2018 Re-imbursement to D&R Thies - Regional Conf., shed handle & keys 6/09/2018 Re-imbursement for Committee meeting 5/9/18 6/09/2018 Electrician payment - installation of lights and power points in sheds 6/09/2018 Supply of new hurdle trolley and cross bars for line painting machine 11/09/2018 Auditor fees for audit of 2018 books 6/09/2018 Cash cheque for uniform float for registration day 17/09/2018 Re-imbursement to Graeme Wombwell for payment of Domain Name Reg 17/09/2018 Re-imbursement to D Thies for payment of LAVic fees for Elias	* * * * * * * * * * * *	1,455.36 232.64 41.95 256.70 40.00 1,005.40 1,188.00 231.00 200.00 249.00 75.00	chq/ref # 140645337 140690456 141487170 142860187 142860327 142860076 143070885 443 142895093 142859889	x x x x x x x x
otal Operating Expenditure for the period	\$	3,519.69		
Bank Fees Bank Interest				
Closing Bank Balance	\$	11,391.47		
Inpresented Payments				
Unpresented Payments  Total Unpresented Payments	\$	*		
Total Unpresented Payments	120	±:		
Total Unpresented Payments	\$	38.00	pending	
Total Unpresented Payments	120	38.00	pending	
Total Unpresented Payments ncome Collected not Banked 1/07/2018 Uniform sale - cash received by Bernadette Burns	s		pending	
Total Unpresented Payments  ncome Collected not Banked  1/07/2018 Uniform sale - cash received by Bernadette Burns  Total Income not Banked  Closing Ledger Balance	\$	38.00	pending	
Total Unpresented Payments  ncome Collected not Banked  1/07/2018 Uniform sale - cash received by Bernadette Burns  Total Income not Banked  Closing Ledger Balance  Uniform Float (Carried forward from previous year)	\$ \$	38.00 11,429.47	pending	
income Collected not Banked 1/07/2018 Uniform sale - cash received by Bernadette Burns Total Income not Banked	\$ \$	38.00 11,429.47	pending	