Springwood District Athletic Club Inc

(Incorporating Springwood District Little Athletic Centre &

Blue Mountains Athletics Club)

ABN 66 739 912 140

Correspondence: P O Box 4038

Winmalee, NSW, 2777

Club website: [www.springwoodathletics.org](http://www.springwoodathletics.org)

**Minutes of Springwood District Athletic Club Meeting held on 18th June 2013 at**

**Springwood Sports Club**

Meeting opened at 7.30pm.

**Present:**

Earl O’Brien, Tammy Lewer, Denise Nicolle, Peter Hughes, Leisa Wulff, Brett Sowerby, Roger Nethercote, David Perrett, and Jessica Clifton.

**Apologies:**

Christine Bass, Alison Kniha, Tony O’Donnell, Ben Chesterman, Jennifer Grimmond, Melanie Stufkens.

**Procedural Matters**

* Alison Kniha absent from meeting. Brett Sowerby was nominated by Tammy Lewer, seconded Roger Nethercote to chair meeting tonight. **Carried**
* Cheque requested 23/5/13 to pay LANSW affiliation fee and patch order $208.40, Dept Fair Trading fee $51 by Tammy Lewer, seconded Peter Hughes. **Carried**
* Cheque requested 28/5/13 to pay ANSW affiliation fee $467.90 by Tammy Lewer, seconded David Perrett. **Carried**

**Confirmation of May 2012 Minutes:**

Confirmation of minutes moved by Roger Nethercote and seconded by Earl O’Brien. **Carried.**

**Matters Arising from May 2012 Minutes:**

* Centre system to be discussed further at next meeting. Motion to increase current registration fee by $4.00 to cover cost of new system by Denise Nicolle, seconded Roger Nethercote. **Carried.**
* Dave Perrett to bring his keys to next meeting for Peter.
* Tammy has email Chantelle re hurdle grant for order to read ‘hurdle trolleys as per sample hurdle sizes submitted to Harts’.
* Affiliation paperwork for LANSW and ANSW submitted with payment.
* Procedure sheet on uploading info to website emailed to Jessica.
* Handbook and sponsorships to be discussed later in meeting.
* Bank signatures changed with CBA.
* Program for next season to be discussed at next meeting.
* Eddie Wulff now has ABN, there was no charge to set it up.

**Correspondence:**

**Incoming**

* LAANSW mailout
* Bendigo Bank sports grant (via email, but unable to get to details at present)
* Dog exclusion area - invitation to council meeting
* AWD development program
* Carnival payments from WHS, SHS, OLN, StC
* Bank statement and cheque book
* Telstra account

**Outgoing**

* LANSW affiliation paperwork
* ANSW affiliation paperwork
* Fair Trading paperwork

Correspondence accepted Roger Nethercote, seconded Jessica Clifton

**Bills for Payment:**

**Money Out:**

Accounts for payment:-

* $208.40 – LANSW affiliation fee and age patch order
* $51.00 – Dept. of Fair Trading
* $467.90 – ANSW affiliation fee
* $16.50 – Telstra Message bank
* $653.40 – Waxtech (Line marking paint)
* $559.50 - Eddie Wulff (Line marking and carnival open/close)

Payment be made moved by Denise Nicolle, seconded Peter Hughes

**Money In:**

* Interest $1.18

**Reports**

**Treasurer**

Income: $1.18

Expenses: $6,079.30

Cash in bank: $27,280

Term Deposit: $11,654

Total Capital: $38,934

It was moved by Roger Nethercote this report be accepted and seconded by Earl O’Brien. **Carried.**

**Registrar**

Ben Chesterman sent his apologies for the meeting, phoned report through to Tammy Lewer. He has contacted Centrespace regarding booking Winmalee Shoppingtown for registration days, however they require a copy of PLI with the booking sheet. David to look into getting.

**Bookings Officer**

* Janie has remarked the 800m lines and the relay boxes. Eddie will maintain.
* Eddie has finished training with Ian.
* Eddie will check on gas and toilet paper quantities.

**Zone Update**

Next meeting to be held this Thursday. Alison to attend.

**Records**

Nil

**Information and Publicity**

* Peter Hughes bought up the possibility of having a facebook page for SDAC to advise on ground closures, competition updates etc. Motion to create a page, seconded Jessica Clifton. **Carried.**
* Jessica will set up and be administrator of page.
* Privacy statement will need to be included on registration paperwork

**Grounds**

Nil

**Championships**

Nil

**Coaching**

Quiet at the moment

**Canteen**

Nil

**Team Managers**

Nil

**Uniform**

Nil

**Fund Raising**

Nil

**General Business**

**New Centre System**

Next meeting

**New Program Format**

Next meeting

**Handbook**

* Alison now has club laptop
* Roza Sage has confirmed she will be continuing as club patron and has written patrons message for handbook
* Peter and Gavin have worked very hard to get a number of new sponsors for this year
* Springwood Printing to do handbook again

**Internet Banking**

* Peter raised possibility of club using internet transfers to make payments, though current constitution does not allow for this. Constitution unable to be changed at the moment due to state issues, but we are able to put in place via a vote for the moment.
* Account signatories will need to get a Netbank password from CBA and 2 of the signatories need to be logged in for transfer to be completed.
* Cheque book will still be used
* Motion by Peter Hughes to allow club to use internet transfers for payment, seconded Jessica Clifton. **Carried.**

Next meeting to be held July 16th 2013 7.30pm Springwood Sports Club

There being no further business, meeting closed 8.25pm.

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| **ISSUE** | **NEXT STEPS** | **WHO** | **WHEN** |
| Replacement Centre System | Committee to look at timing solutions website | All | Before next meeting |
| Keys | Dave Perret to bring to his to next meeting | Tammy Lewer | ASAP |
| Discus circle repair | Re lodge with council | Alison Kniha | ASAP |
| Successful hurdle grant | Follow up with LANSW | Tammy Lewer | ASAP |
| New mower | Organise formal proposal with cricket signed by Presidents | Alison Kniha | Before next meeting |
| School carnival breakages | We need to police checklist better | All | Winter 2013 |
| Set up Internet transfers | Signatories to get CBA Netbank passwords | Tammy/Alison/Ben | ASAP |
| Set up Facebook page for SDAC | Jess to look into privacy etc | Jessica | ASAP |
| Prepare handbook for registration | Sponsors/formatting/proofreading/patrons message/etc…. | All | ASAP |
| Copy of PLI required for rego booking | Contact LANSW for copy | Dave Perrett | ASAP |
| Check Gas bottle level | Ask Eddie to check next time he is there | Leisa Wulff | Before next meeting |
| Sponsorship | Canvas local business, discuss with Vic sponsorship levels | Gavin/Peter | Before next meeting |
| Police parents dropping off kids | How to do this better | All | Before next season |
| New program format | Decide on format, include seniors on Saturday | All | Before next season |
| New LA girls singlet | Investigate options | Christine Bass | Before next season |

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| **ISSUES LODGED WITH COUNCIL** | | **Status** |
| Repair discus circle | SR10522 | Temporary repairs have been done, it will be reconstructed over winter |
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| **GRANTS** | | **NOTES** |
| Idea for next CBPP/Aust Govt | Shed extension to replace container | Submitted – there is no date for when we will be notified |
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| Clubs Grant scheme | ? | Waiting on updated information |