Springwood District Athletic Club Inc

(Incorporating Springwood District Little Athletic Centre &

Blue Mountains Athletics Club)

ABN 66 739 912 140

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Winmalee, NSW, 2777

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

**Minutes of Springwood District Athletic Club Meeting held on 17th September 2013 at**

**Springwood Sports Club**

Meeting opened at 7.30pm.

**Present:**

Earl O’Brien, Tammy Lewer, Peter Hughes, Roger Nethercote, Ben Chesterman, Melanie Stufkens, Dave Perrett, Janie Carter, Jenny Fenner and Jessica Clifton.

**Apologies:**

Kay Cooper, Christine Bass, Alison Kniha, Jennifer Grimmond, Leisa Wulff and Tony O’Donnell.

**Procedural Matter**

As Alison Kniha is absent from the meeting, Roger Nethercote nominated to chair meeting by Tammy Lewer, seconded Janie Carter. **Carried.**

**Confirmation of August 2013 Minutes:**

Amendment to August minutes, in Bills for Payment, Eddie Wulff should read $415.35.

Confirmation of minutes moved by Jessica Clifton and seconded Janie Carter. **Carried.**

**Matters Arising from August 2013 Minutes:**

* Janie implementing the change of centre system, awaiting registrations to be entered to proceed further.
* Earl to see if his father interested in old hurdle trolley, timing stands.
* Roger has fitted new switch and pump to linemarker.
* Discus circle repair has been started by council.
* Working bee to be rescheduled due to delay in season start.
* Christine has had virtually no interest in new girls singlet.
* Amenities block repair well underway.
* Coffee van contacted re season start.
* Centre numbers have been received.
* Jess waiting on registrations to be entered to email members on ITC, Trans Tasman Trials, can put on website in meantime.
* 2nd Rego ad has been published.
* Alison waiting on registrations to be entered to email members re championships officer and officals.
* Waiting on BMCC to arrange meeting re disabled parking spot/ambulance access.

**Correspondence:**

**Incoming**

* Cheques from Hazelbrook PS, Faulconbridge PS, and Blaxland PS.
* Various emails from Troy at BMCC re THP booking.
* BMCC re THP booking (with restrictions).
* Invoice from BM Gazette, Embroid it and more, Springwood Printing and LANSW for hurdle trolley.
* Sports council funding grant information.
* Blacktown City Council Sports Fest
* Bank statements
* Telstra account
* LANSW pinkletics information
* LANSW attendance for Mudgee conference
* ANSW Coaching education program information.
* LANSW/Coca Cola supplier
* Patrick Williams BMCC athlete number request
* First aid course information.

**Outgoing**

* Letter to coffee van.
* Letter to BMCC re disabled parking spot
* Various to Troy Soloman BMCC re THP booking.

**Bills for Payment:**

**Money Out:**

Accounts for payment

* $16.50 – Telstra Message bank
* $225.00 - Eddie Wulff (Line marking and carnival open/close)
* $255.20 – Emboid it and more – committee shirts
* $322.80 – Mountain Press – registration ad in BM Gazette
* $984.00 – LANSW – our part of centre grant for hurdle trolley.
* $443.95 – Springwood Printing – 2013/14 Handbook

Payment be made moved by Janie Carter, seconded Jessica Clifton. **Carried**

**Reports**

**Treasurer**

Income: $2,408.36

Expenses: $2,211.85

Cash in bank: $21,312

Term Deposit: $19,932

Total Capital: $41,24

Moved by Jess Clifton that Treasurers Report be accepted, seconded Melanie Stufkens. **Carried**

**Registrar**

* LANSW registrations so far 190.
* Banked $23700
* ANSW registrations at rego days 6 – most do online.
* Ben away for first week of competition – Dave to fill in.

**Bookings Officer**

* No report as Denise absent.

**Zone Update**

* Meeting this Thursday, Tammy to attend.

**Records**

* Nil

**Information and Publicity**

* Have contacted Gazette re story on Todd, haven’t heard anything yet.

**Grounds**

* Bindi spray to be done in September.

**Championships**

* Nil

**Coaching**

* Rick and Earl to run an introduction night for U8 Hurdles, U9 High Jump, U11 Triple Jump, U12 Javelin on October 2nd. Jess to promote on website.

**Canteen**

* Nil

**Team Managers**

* Still looking for some age managers. Jenny to look at who’s registered and contact possibles.
* Make any AWD athlete age managers aware.
* Jenny away first week of competition.

**Uniform**

* Order received, but more needed. Peter move we approve up to $500 for order, seconded Mel Stufkens.

**Fund Raising**

* Peter has received 2 new banners for new sponsors. Tammy will take to first week of competition.

**General Business**

2013/14 Competition

* Committee on set up first week, Janie to contact seniors to see if any can help.
* Many committee members unavailable first week – available are Tammy, Roger, Mel, Jess, Dave, possibly Janie.
* Discus circle repair underway, and amenities block currently being painted.
* Working bee in week 30/9-4/10 Tammy to contact Eddie, so mowing, linemarking, arc lines and sector lines can be done at the same time.
* Looking at numbers so far, we only have 17 slots for 19 groups so some will need to merge – 15/17BG, 12BG, 13BG and 14BG for first 2 weeks and then have another look at program. Probably use last program from when seniors were on Saturday as base and go from there.

New Centre System

* Janie unable to proceed further with setting up centre system until all registrations have been entered.
* Possibility of having a group of 6 or so parents who will do data entry at THP on Saturday mornings while competition is on. Work in pairs and rotate so only do every third week.
* Need 2 computers or notebooks, and need internet access to enter results, Jenny to look into whether we use dongles, tethering, or wireless hotspots. Jenny to enter results week 1. Tammy to deliver results sheet after competition.

Commbizz

* After further investigation, Peter has proposed we start using Commbizz for our account. Still have cheque account for expenses, this pays no interest, move $15,000 to new account paying 2 ½% interest, keep term deposit as before. Advantage is we can pay bills online from separate online computers, not on same computer as we do now. Peter and Ben to set up to do this. Peter and Tammy can still do on same computer. Or we can still write a cheque. Moved Jenny Fenner, seconded Janie Carter

Sponsors

* Sponsors to be promoted on Facebook page.
* 1 sponsor to be promoted each fortnight, with each gold sponsor promoted 3 times, silver 2 times and bronze once.

Grants

* Roger suggested we identify areas we need to upgrate/update to be ready for grant applications.

Next meeting to be held October 15th 2013 7.30pm Springwood Sports Club

There being no further business, meeting closed 9pm.

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| **ISSUE** | **NEXT STEPS** | **WHO** | **WHEN** |
| Replacement Centre System | Waiting on registrations to be entered to proceed | Janie | Before competition  |
| Set up first competition day | Contact seniors to see if any can help | Janie | Before competition |
| Old timing stand/zone timing stand/hurdle trolley | Earl to see if any interest | Earl | ASAP |
| Age Managers for all groups | Make contact with possibilities | Jenny | Before competition |
| Age Manager folders updated | Check folders |  Jenny | Before competition |
| Data entry computer requirements | What do we need and prices | Jenny | ASAP |
| Email to members re data entry | After registrations entered and computers purchased | Tammy | ASAP |
| Disabled parking  | Waiting on BMCC for meeting | Tammy/Roger | ASAP |
| Working Bee prior to season | Contact Eddie re day | Tammy | ASAP |
| Uniform order | Approved up to $500 | Christine | ASAP |
| Program for this year | Look at rego numbers | Janie | ASAP |
| Promote Trans Tasman Trials/Zone entry | Email/facebook/website | Jess | ASAP |
| Promote ITC courses/ANSW coaching | Email/facebook/website | Jess  | ASAP |
| Update website re online regos | Facebook/website | Jess | ASAP |
| Sponsors | Promotion on Facebook | Jess/Peter | During season |
| Todd Devery record | Contact Gazette re story | Jessica Clifton | ASAP |
| Replacement Championships Corodinator |  Alison to contact members after registration | Alison | ASAP |
| Commbizz setup | Set up account | Peter | ASAP |
| Introduction to events for LA’s | Earl and Rick to run, Jess to promote | Earl/Jess | ASAP |
| Advise BMCC to open for NSWPW | Denise to contact BMCC | Denise Nicolle  | ASAP |
| Officals for zone | Promote to club members | Alison | ASAP |
| Grant applications | Identify need | Roger/All | During season |
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