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 15th October 2013 at**

**Springwood Sports Club**

Meeting opened at 7.30pm.

**Present:**

Alison Kniha, Jennifer Grimmond, Tony O’Donnell, 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 and Leisa Wulff.

**Procedural Matter**

Motion from Christine Bass re order of uniforms deposit required $1761.50, moved Tammy Lewer, seconded Jessica Clifton. Deposit paid.

**Confirmation of September 2013 Minutes:**

Moved Roger Nethercote, seconded Jessica Clifton.

**Matters Arising from September 2013 Minutes:**

* Timing Solutions centre system has been purchased and currently being implemented.
* Hurdle trolley and timing stands have been removed.
* Alison Kniha still waiting on council to arrange meeting re disabled parking/ambulance parking.
* Working bee was held, container emptied.
* A third uniform order has now been placed.
* Sponsors have started being promoted on Facebook page.
* After all registrations have been entered email to be sent re new Championships Officer.
* Awaiting Commbizz tokens.
* Introduction to Events night held successfully.

**Correspondence:**

**Incoming**

* Cheque from Ellison PS
* Various emails from Troy at BMCC re THP booking and spraying.
* ANSW Paralympic Come n’ try Day.
* Invoice from BM Gazette, Timing Solutions
* LANSW grant information.
* LANSW listed officials from SDAC.
* LANSW Trans Tasman leaflets, and State Relay information.
* Bank statements
* Telstra account
* Resignation from Denise Nicolle.
* WRZ Zone Entries open
* Amart Sports Card letter.
* St Georges Basin Derby Day
* Neptune apparel

**Outgoing**

* BMCC Troy Solomon/Jeff Allwood re THP booking.
* WRZ conference acceptance.
* LANSW re Tony O’Donnell’s accreditation card.

**Bills for Payment:**

**Money Out:**

Accounts for payment

* $16.50 – Telstra Message bank
* $225.00 - Eddie Wulff (Line marking and mowing)
* $235.00 – Harts (Caps)
* $322.80 – Mountain Press – registration ad in BM Gazette
* $59.50 – Mel Stufkens (First aid supplies)
* $26.95 – Roger Nethercote (Gas Bottle)
* $134.37 - Roger Nethercote (Equipment)
* $622.30 - Sweeties
* $109.68 - Tammy Lewer (Stationary/Padlocks)
* $902.00 - Timing Solutions
* $130.24 - Ben Chesterman (Stationary)

Move that bills be paid Tony O’Donnell, seconded Dave Perrett. **Carried**

**Reports**

**Treasurer**

Income: $24,986

Expenses: $3,781

Cheque account balance: $27,517

Business Online Saver balance: $15,000

Term Deposit: $19,931

Total Capital: $62,448

Moved by Roger Nethercote that Treasurers Report be accepted, seconded Tony O’Donnell. **Carried**

**Registrar**

* LANSW registrations still coming in – numbers around 235.
* Many athletes have trialled.
* ANSW registrations – numbers around 35.
* All registrations need to be entered before we can sync with new centre system to print sheets for Saturday and enter results.

**Bookings Officer**

* Resignation from Denise Nicolle and neither child doing athletics this season.

**Zone Update**

* Last meeting attended by Tammy Lewer, report was emailed to committee.
* Alison Kniha attending seminar in Mudgee in October.

**Records**

* 2 senior records at THP.

**Information and Publicity**

* Gazette has not contacted Todd Devery re record.
* Last media report not printed in Gazette, Jess put in newsletter and on website.
* Jess is promoting all information through Facebook, email and website.
* Potential social get together – Jess to advise dates.

**Grounds**

* Bindi spray has been done.

**Championships**

* Jenny has Trans-Tasman leaflets, will promote to age managers.
* Email to be sent to members re filling this position.

**Coaching**

* Introduction to Event coaching was successfully held.
* Mitchell Byrne has offered to do some sprint coaching.
* Jess to promote coaches in newsletter.

**Canteen**

* Volunteers have been good.
* Hot water not working again.

**Team Managers**

* Still looking for a couple of age managers.

**Uniform**

* Third uniform order has been placed

**Fund Raising**

* Nil.

**General Business**

2013/14 Competition

* First week of competition was well attended.
* Both weeks have finished after 12.00 with some groups having 8 events. We will trial a 3 week program in order to reduce competition time. Janie has drafted a program, we will start on Program A.

Timing Solutions centre system

* New centre system requires LA’s to be entered in system for it to be synced with resultsHQ so that sheets can be printed and results entered. Senior athletes can be entered manually.
* Alison, Tammy and Jess have been entering results.
* Athletes can look at their own results using LANSW password. Jess to email athletes on how to do once all athletes are entered.
* Unable to enter triallists results as not in LA system.
* Janie to look at publishing all results on website.
* Not using printed track sheets as has names listed.
* PBs show on recording sheets.
* Received invoice re athlete numbers – need to remove tots.

Entering results at THP

* Jenny has looked into buying laptops so that data can be entered at THP. Cost is not in the purchase of the laptops, but in the cost of the 3G data. Makes it costly to do. Possibly use phone hot spot instead.
* Alison, Tammy, Jess ok to continue to enter results in the meantime. – Jenny offered to do as well.

Rob Rickaby – Tony advised that his mother has passed away and suggested a condolence card.

Alison to do.

Next meeting to be held November 19th 2013 7.30pm Springwood Sports Club

There being no further business, meeting closed 9pm.

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| **ISSUE** | **NEXT STEPS** | **WHO** | **WHEN** |
| Disabled/Ambulance parking | Waiting on BMCC to arrange meeting | Alison | ASAP |
| Advise athletes how to access results | Email all members | Jess | When athletes entered |
| Advise U11/12 Trans Tasman trials | Jenny to speak to age managers/Jess email, fb etc | Jenny/Jess | ASAP |
| Results on SDAC website | Look at exporting results to website | Janie | When athletes entered |
| Zone entries open | Jenny age managers/Jess email, fb, website, newsletter | Jenny/Jess | ASAP |
| State Relay entries open | Jenny age managers/Jess email, fb, website, newsletter | Jenny/Jess | ASAP |
| LA’s Championships Officer | Email to club members re this position | Alison | ASAP |
| Bookings Officer | Email to club members re this position | Alison | ASAP |
| Condolence Card to Rob RIckaby | Card | Alison | ASAP |
| St Georges Basin Derby Day | Email, fb, website, newsletter | Jess | ASAP |
| 3 week program | Ask for committee input on draft | Janie | ASAP |
| Timekeeping at Zone/Regional | Check with Matt re requirements | Jess | ASAP |
| Tots on Timing Solutions invoice | Email re not including them in athlete numbers | Alison | ASAP |
| Social night | Decide on night | Jess | ASAP |
| Officals needed for Zone Competition | Promote to members | Alison | When athletes entered |
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