

Port Hunter Zone Little Athletics Inc.
Minutes of General Meeting held 4th September 2014
At Raymond Terrace Bowling Club

Meeting opened: 7.10 pm

Present: Barbara Inglis & John Terranova Raymond Terrace; Grahame Searles Woodberry; Troy Morrison, Zone Co & Tilligerry; Brian Cox ANL; Lee-Anne O'Sullivan Stockton; Maryanne Braeckmans, Medowie; Terry Hancock, Thornton

Apologies: Cindy Foster Port Stephens, Kylie Patteson & Melisa Brown Myall Coast, Anne Watts Woodberry

Previous Minutes:

Moved John Terranova & 2nd Terry Hancock that the minutes be accepted.

Business Arising from Previous Minutes:

Geosnapshot to photography at Zone. There was mixed results from centres about having photos of their athletes on an open website. Barbara will contact Geosnapshot and see if it is possible to have a password put on the Zone photos so that only parents can access them.

Suggestion from Brian Cox that if a parent didn't want their child photographed that the child wear a yellow wristband (these to be supplied by the parent or centre)

Incoming Mail:

Board Minutes

- **2015 State Cross Country & Road Walk Championships**

Kurrajong Bilpin LAC have agreed to host the 2015 State Cross Country & Road Walk Championships at Scheyville National Park.

- **State Track and Field Program**

A draft program was distributed to directors, which had allowed for adjusted field event times based on last year's data; the inclusion of a para 800m and the moving of the U12 walks to the 'non-verbal' group. It was also agreed to move some field events from Friday night to Saturday. Following some slight amendments, the program will be finalised for approval by the board and distribution to the membership.

- **Centre Committees**

Centre committees should, by now, have organisation in place for their first night. This is a good time to make use of older athletes as a resource to work with younger athletes, while parents are given basic event instruction. In doing this centres will increase the number of people who are prepared to officiate and so ensure that their carnival is completed without delays. One ongoing complaint from parents is that their child is not given anything but minimal instruction in events that they have not encountered previously. A good strategy is to build in to the program a coaching component as one rotation so that athletes learn to approach new events confidently.

LANSW Newsletter

- **Working With Children Check Seminars**

The schedule for the **compulsory** Working with Children Check seminars has now been finalised as follows:

7pm Thursday, 6 November, Club Singleton, 50 Pitt St, Singleton

7pm Wednesday, 19 November, Toronto Diggers Club, 41 The Boulevard, Toronto

7pm Thursday, 20 November, Comfort Inn Sir Francis Drake, 2259 Pacific Hwy, Heatherbrae

- **Future General Meetings**

Following discussion at the zone coordinators workshop, it has been agreed that we will be changing the format of the general meetings from next year to make them more of a 'professional development' opportunity for members. It is proposed that at each meeting we include a short session (half hour maximum) to address any items on notice from centres, or late breaking items, and then provide a 1½ workshop or presentation. We are seeking feedback on the types of training opportunities/presentations that would interest

members. If you have any suggestions please send them through to gboost@lansw.com.au.

- **Resignation from LANSW Board - Michael Gray - Business Development Director**
Michael Gray has tendered his resignation from the Business Development portfolio on the LANSW board of management, effective immediately. Michael has advised that increased work pressures mean that he can no longer dedicate the required time to the role. LANSW thanks Michael for his contribution as a director for the past 3 years. It was decided by the board not to fill this casual vacancy for the remainder of the term, which is due for election at the 2015 AGM next July.
- **Conference Survey**
We would really appreciate your feedback with regard to the conference operation and topics, and value your suggestions for future conferences, workshops and guest speakers. Please take the time to fill out the Little Athletics NSW Conference Survey, which you can find on our website.
We hope to see you at next year's Little Athletics NSW AGM and Annual Conference being held at Wagga Wagga International Hotel on 18 & 19 July 2015 - save the date!
Little Athletics NSW is encouraging 2014 conference attendees to submit ideas/suggestions for next year's conference theme at the end of the online questionnaire. If your idea is utilised as the theme next year, you (or a representative from your centre) will attend the LANSW AGM & Conference 2015, as well as, the LANSW Awards and Presentation Dinner for free (not inclusive of accommodation and transportation).
If the Conference Focus Group select your suggested theme, you will receive an email confirmation and we will publish your winning idea for conference on the Little Athletics website and in an upcoming newsletter.
- **Coaching & Development Officer - Youcef Abdi**
We are pleased to advise that Youcef Abdi is now a permanent, full-time, Coaching & Development Officer, alongside Darren and Alvin. With the conclusion of the 'Joint Venture', Youcef's role is no longer concentrated on the GWS area and his duties are the same as the other officers, with a slightly greater focus on the transition age groups and dual registration.
- **LANSW Regulation 7 - Elections & Voting**
The recent round of zone coordinator elections was the first chance LANSW had of testing the provisions of Regulation 7. Problems encountered during the elections have highlighted some inadequacies in that regulation in regards to the failure to receive any nominations and casual vacancies, and as a result the regulation has been revised to address these problems.
- **Centre Regulation Templates (to accompany the Centre Constitution template)**
Templates for three centre regulations have now been completed, as follows:
 - Regulation 1 - Elections & Voting
 - Regulation 2 - Executive & General Committee Portfolio Roles & Responsibilities
 - Regulation 3 - Disciplinary Procedures & AppealsLike the Centre Constitution template, these documents are developed for use by centres as a 'sample template' and must be amended to reflect the needs of the centre. Once again, we encourage all centres to utilise the 2014/15 season to review these documents and prepare an updated centre constitution for acceptance by members at their 2015 AGM.
To access the Centre Regulation templates
- **Air Quality Guideline**
The board has endorsed an Air Quality Guideline for use at all levels of LANSW. Bush fire smoke and dust storms are the two main environmental conditions for which you may need to consider the air quality to determine if a Little Athletics competition should be revised, postponed or cancelled. This document provides a useful guideline to assist in this process.
Thanks to the Risk Management Committee, in particular, Chris Hudson, for developing this guideline.
- **Officials Accreditation**
Officials who have passed their theory exams for Levels C and B but have not yet completed their practical assessments are reminded that they normally only have two years from the date of passing the theory exam to complete the practical assessment.

If officials have completed their practical but not yet submitted their verification forms to their zone coordinators they should do so ASAP.

- **Wanted "LANSW" Officials**

LANSW conducts a range of championship events including State Track and Field, State Relays, State Multi-Event, State Cross Country and Road Walks and TransTasman. These championships can only be successful with the help of voluntary members of LANSW.

Most of the technical positions at these championships are filled by a dedicated group of officials who nominate early in the season to officiate at some or all of these championships. Any positions not filled by these LANSW officials are then allocated to centres to fill.

LANSW is seeking additional officials to join the LANSW officials list.

- There are technical and non-technical positions available
- Some positions do not require accreditation e.g. call room, gate, administration, some field positions.

If you wish to nominate go to the officials section of the LANSW website.

For further information, please contact Diane Levy at the Little Athletics NSW office.

- **Call for Expressions of Interest for Safety Coordinators**

Expressions of Interest are hereby called for persons to fill the role/s of Safety Coordinator/s for LANSW carnivals. The Little Athletics Event Safety Coordinator is responsible for promoting a safe environment amongst athletes, officials, volunteers, staff, spectators and other relevant parties during the carnival.

Expressions of interest are to be forwarded to the LANSW by **Friday, 26 September 2014**.

Go to the website to view a copy of the memo and a position description for the role of Safety Coordinator.

- **Call for Nominations for State Team & Trans Tasman Selectors**

Nominations are invited for interested persons to apply for positions of State Team Selector and/or Trans Tasman Selector. The requirements of the positions include:-

- Team Selector (Trans Tasman) - Attendance at the Trans Tasman Trials on Sunday, 2 November 2014 at Barton Park, North Parramatta, to select the NSW team which is to compete at the Trans Tasman Challenge in Sydney in January, 2015

- **Events for U15 Girls Multi-Event**

It has been confirmed that the events for the U15 girls at the LANSW State Multi-Event Championships will be amended to include a 200m run instead of a 100m run.

This change brings the events into line with the new Australian Little Athletics Championship events for the girls multi-event. The U15 boys events remain unchanged.

- **Substitution - Relay Events - Zone/Region/State**

Following from the support for the discussion item at the conference to allow greater flexibility around substitutions for the relay events at zone, region and state, the board have also now agreed to allow an U13 in the senior relay, to be replaced by an U12.

Team composition can now be:

a. Junior - 4 athletes (one athlete from U9, U10, U11 & U12)

- U12 may be replaced by an U9, U10 or U11
- U11 may be replaced by an U9 or U10
- U10 may be replaced by an U9

b. Senior - 4 athletes (one athlete from U13, U14, U15 & U17)

- U17 may be replaced by an U15, U14 or U13
- U15 may be replaced by an U14 or U13
- U14 may be replaced by an U13
- U13 may be replaced by an U12 (**Note:** a maximum of 1 x U12 athlete may be used in a senior relay team. If an U12 is used in the Senior Relay team the same athlete cannot be a member of the Junior Relay team).

- **Coaching Education Courses - ITC**

There have been some more venues confirmed for our ITC calendar since the previous newsletter.

They are as follows:

Date Zone Venue

Sunday, 12 October Hunter / Port Hunter ITC TBC

Register online through littleathletics.com.au.

- **School Holidays Skills Clinics**

We have now finalised our Skills Clinics for the September/October school holidays. Each clinic is open to all athletes from the U9 - U17 age groups (aged eight on the day of the clinic). Cost is \$40 for early bird price and \$50 thereafter. Go to littleathletics.com.au for further details and registrations.

Saturday, 20 September Medowie

Monday, 29 September Raymond Terrace

Out going mail:

Email to book cool room for zone

Email to book coffee van for zone

Phone call to book St John's Ambulance for Zone Multi & Zone

Phone call to book marquee & scaffold for Zone from Kennards

Moved Maryanne and 2nd Lee-Anne that the correspondence be accepted.

Zone Coordinators Report:

Troy received an email from Ed Batten Central Coast Zone Co requesting that the date of Region be changed. After Troy replied that he wasn't in favour of changing the date the Hunter & Lake Macquarie Zone Co's also agreed that they didn't want to change the date.

Centres are reminded to enforce that no spikes for the U9 age group this year.

We need to appoint a Safety Office for Zone. If anyone has someone in the centres who has anything to do with WHS they might like to take on this duty.

Treasurers Report:

Balance as at 31st August 2014 unchanged from last month \$3,217.31

Moved by Terry & 2nd by John that the reports be accepted.

General Business:

Grahame

- If any centres would like to use the new LA/JetStar logo they need to contact the LANSW office who will then contact LAA to get permission and then LAA will send you the format that can be used.
- If any clubs need a copy of how to mark field events Grahame has them and if you email him he will be able to get a copy to you.
- We will need to appoint duties for the Zone Multi at the next meeting. (attached please find last year's duties)

Meeting closed 8.15 pm

Next Meeting 2nd October 7.00pm at Raymond Terrace Bowling Club