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 19th August 2014 at**

**Springwood Sports Club**

Meeting opened at 8.10pm.

**Present:**

Alison Kniha, Tammy Lewer, Peter Hughes, Ben Chesterman, Jessica Clifton, Kevin O’Rourke and Victoria Patterson

**Apologies:**

Janie Carter, Mel Stufkens, Tony O’Donnell and Brett Sowerby

**Procedural Matter**

* Resignation of Secretary, Age Manager Co-ordinator and Website Controller Adam Hepper due to work commitments.
* Resignation of Vice President Tammy Lewer.
* Nomination of Tammy Lewer to position of Secretary Jessica Clifton, seconded Peter Hughes.
* Nomination of Kevin O’Rourke to position of Equipment Officer Tammy Lewer, seconded Jessica Clifton.

**Confirmation of July 2014 Minutes:**

Moved Jessica Clifton, seconded Tammy Lewer.

**Matters Arising from July 2014 Minutes:**

* Tammy to follow up with Troy at BMCC re sand in LJ pits and spraying of bindies before season starts.
* Improvement point levels to be remain the same for now.
* Model constitution analysis continuing.
* Working with Children seminar to be attended by Alison and Tammy.
* Grant application submitted by Alison.
* Ground booked for summer season.
* Rego ads sent to Gazette.
* Rego material received from Glen Taylor.
* Handbook to printer this week.
* Patron message received from Roza Sage.

**Correspondence:**

**Incoming**

* LANSW mailout
* ANSW re IMSTG info night and senior rego
* BMCC re correct procedure of locking THP gate.
* BMCC invoice re athlete payment
* BMCC re extension of winter booking for training.
* LANSW working with children seminar
* WRZ re zone minutes and agenda including financial reporting requirements
* Roza Sage patron’s message for handbook.
* Cheques for school carnival payment.
* BMCC re confirmation of ground booking.
* Rick Berrell supplied his Working with Children check.
* Rick Berrell re pre season training.

**Outgoing**

* LANSW re attendance at working with children seminar
* BMCC re booking of THP for summer season

**Bills for Payment:**

**Money Out:**

Accounts for payment

* $242.00 – Harts Sports (4xstarting guns/high jump pole)
* $517.50 – Eddie Wulff linemarking/mowing
* $110.00 – Centrespace (Booking of Winmalee Shopping Centre for rego)
* $1320.00 – BMCC athlete payment 2013/14 season
* $1760.00 – BMCC athlete payment 2014/15 season

Move that bills be paid Ben Chesterman, seconded Jessica Clifton. **Carried**

**Reports**

**Treasurer**

Income: $1,500.00

Expenses: $4,803.00

**Cash Flow Movement -$3,303**

Cheque Account balance: $6,711

Business Online Saver balance: $20,428

Term Deposit balance: $20,553

**Total Capital: $47,692**

Note that we transferred $5k this month from the Online Saver to the Cheque Account to keep reasonable funds in the Cheque Account.

Moved by Ben Chesterman that Treasurers Report be accepted, seconded Jessica Clifton. **Carried**

**Registrar**

* Float needed – will organise with Peter to get, $750 moved Jessica Clifton seconded Kevin O’Rourke. **Carried**
* Received age patches and athlete numbers and flyers, rego packs being made up
* Handbook will be available second week of rego, or first week competition.

**Bookings Officer**

* No Report

**Zone Update**

* Report from last meeting already circulated
* Meeting this week, Alison to attend.
* Alison and Tammy to attend Working with Children Seminar 26/8

**Records**

* Alison to check ANSW records re track/road times.

**Information and Publicity**

* Rego ad to Gazette
* Vacant committee positions have been advertised on Facebook and on website. No interest as yet..
* Have taken many enquires – mainly tots.

**Grounds**

* Todd Devery has spoken to Tammy re track markings – need to make sure Eddie is following new lines.

**Championships**

* No report

**Coaching**

* Rick Berrell has offered to run pre season training again this year for athletes new to events – eg U9 high jump, U12 triple etc. Will email once rego has been completed.

**Canteen**

* No report

**Team Managers**

* No report

**Uniform**

* Order still in production.

**Fund Raising**

* Nil.

**General Business**

**Season Start:**

* Start date October 4th. Some committee members are away that week.
* Have already publicised the need for canteen manager, coaching co-ordinator etc Tammy to do initial order for canteen if no one steps up at rego.
* Working Bee to be held September 20th 8.30am for general clean up, organisation of age manager folders etc.
* Handbook available week 2 of rego, or season start.
* Need to organise canteen roster for rego days.
* Tammy to check re resultsHQ

**Working with Children**

* Tammy and Alison to attend 26/8

**Centre Financial Management**

* Alison to attend Zone meeting to ensure we are meeting requirements.

**Improvement Point Levels**

* It was decided to leave levels as they are for the moment and to reassess during the season.

**IMG System Training**

* Jess is unavailable that day.

**Senior Registration Fees**

* ANSW have increased registration fees this year, with an extra 4.4% charge for credit card payment.
* We are to increase fees as per ANSW increase – Jess to confirm all fees and send motion around.

There being no further business, meeting closed 9.20pm.

Next meeting to be held September 16th, 7.30pm at Springwood Sports Club

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| **ISSUE** | **NEXT STEP** | **WHO** | **WHEN** |
| Road/Track Records | Check with ANSW | Alison | ASAP |
| Sand in pits | Lodged with BMCC (SR-12922) | Tammy | ASAP |
| Spraying of THP | Make sure done before season | Tammy | ASAP |
| Shelters | Look for replacements | Tammy | Before next season |
| Microphone frequency | Changing Jan 01 2015 | Ben | Before next season |
| Replacement microphone? | Check prices |  | Before next season |
| Results HQ | Renewal? | Tammy | Before next season |
| Look at points levels for improvement certificates | Look at certificates awarded this year | Alison/Tammy/Janie | During season |
| Broken high jump pole | Invoice Nepean High School Zone replacement cost | Natalie | ASAP |
| Pre season training | Email athletes | Tammy | After registration |
| Rego Days | Get float, make up rego packs | Ben | ASAP |
| Senior Registration Fees | Check ANSW fees | Jess | ASAP |
| Recruit for committee  | Push at Rego Day | All | Registration Days |
|  State numbers for returning athletes | List of athletes | Alison | Before registration |
|  Canteen roster | Recruit at rego day | All | At registration  |
| Working Bee  | Turn Up! | All | September 20th 8.30am |
| Whats new leaflet | Write it | Tammy | ASAP |
| Dual registration | Check with LANSW re correct procedure | Ben/Tammy | ASAP |
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