**Minutes of Springwood District Athletic Club Meeting held on 19 May 2015 at**

**Springwood Sports Club**

Meeting opened at 7.35pm

**Present:**

Adam Hepper, Ginett Mills, Andrew Mills, Andrew Peary, Kim Moir, Fiona Warwick-Day, Alicia Dwyer, Daniela Cook, Sofia Reynolds, Jean-Paul Amputch

**Apologies:**

Penelope Nash

**Confirmation of April 2015 Minutes:**

Cannot be moved but accepted by Adam Hepper as the only committee member in attendance (as a special guest)

**Matters Arising from April 2015 Minutes:**

* Once the new constitution has been drafted by Little Athletics NSW this will be discussed as required as a future meeting

**Correspondence:**

**Incoming**

|  |  |
| --- | --- |
| **From** | **Subject** |
| Donna Payne | Unable to continue as secretary for current season |
| LANSW | Annual Financial Reports to be sent |

**Correspondence Out**

|  |  |
| --- | --- |
| **To** | **Subject** |
| Nothing to report | Nomination for Award |

Correspondence report moved by Fiona Warwick-Day

Seconded by – Adam Hepper

**Bills for Payment:**

Accounts for payment:

Todd Deverey – Ground Maintainance - $151.90

Eddy Wulff – Ground Maintainance - $317.50

Bills to be paid Moved by – Alicia Dwyer

Seconded by – Andrew Mills

***Reports***

**Treasurer**

Income: $325.52

Expenses: $2,613.12

**Cash Flow Movement: -$-2,287.60**

Cheque Account balance: $3,976.26

Business Online Saver balance: $30,866.98

Term Deposit balance: $20,920.53

**Total Cash Balance: $55,763.77**

The above Cash Flow Movement does not include the cost for the 2014 season Presentation Day trophies.

Report moved by Ginett Mills

Seconded by Sofia Reynolds

**President**

* Katherine Hepper will take on role of Information and Publicity Officer. Motion moved by Adam Hepper. Seconded by Fiona Warwick-Day
* Ginett Mills will take on role of Bookings Officer. Motion moved by Daniela Cook. Seconded by Kim Moir
* Sofia Reynolds will take on shared role of Uniforms Officer. Motion moved by Adam Hepper. Seconded by Andrew Peary.
* Secretary is needed for the 2015/2016 Springwood Little Athletics Committee. Adam Hepper to look into current role and define responsibilities

**Registrar**

* No report submitted

**Bookings Officer**

* No report submitted

**Zone Update**

* No report submitted

**Records**

* No report submitted

**Information and Publicity**

* No report submitted

**Grounds**

* No report submitted

**Championship**

* No report submitted

**Coaching**

* No report submitted

**Canteen**

* No report submitted

**Team Managers**

* No report submitted

**Uniform**

* No report submitted

**Fund Raising**

* No report submitted

**Equipment**

* No report submitted

**General Business**

Adam Hepper suggested that a group facebook page be set up for the current Springwood Little Athletics Committee to assist with communication in the group.

Brainstorming suggestions

* Registrations need to be promoted more within local schools and the local community commencing in August 2015
* Reciprocal arrangements to be looked into with other sports clubs to promote SDAC
* Feedback form/survey to be drafted which we can send out to families whose children drop out of SDAC before season completion.
* Feedback form/survey to be drafted which we can send out to families at the end of the season for their feedback.
* Revamp of Presentation Day. Guest speakers who are current athletes (eg Sarah Luxford & Luke Boyes)
* How to expand team spirit and team camaraderie eg: zone & regional carnivals
* Having senior athletes encourage and assist the younger athletes. Have senior athletes teach the younger age groups
* Improving communication within the club to assist age managers
* How can we continue independent coaching at the club through the volunteered services of Rick Berrell and Earl
* How to access information on PB’s to help athletes achieve their PB goals
* Areas where money can be spent to support the club and better the facilities. Perhaps removing the concrete between LJ pits 2 and 3, Costing for electronic timing
* Offering rebates and discounts for referring a friend to join the club
* Possibility of purchasing fluorescent vests for age mangers to be easily identified
* New shirts to be organised for committee members. Maybe white with navy writing
* Approximate current value of SDAC equipment is $47,000

Canteen

Discussed the possibility of outsourcing the canteen to continue this service for the 2015/2016 season

Merchandise

Can we look into providing additional merchandise for the club. Eg – Hats, jackets, t-shirts etc

**Action Items**

|  |  |  |
| --- | --- | --- |
| **ACTION** | **TO BE ACTIONED BY** | **OUTCOME** |
| Keys to be found for PO Box | Adam Hepper |  |
| Facebook group to be set up for current SDAC committee | Katherine Hepper |  |
| Financial Report to be sent to LANSW | Adam Hepper |  |
| Contact Rick Berrell and Earl to discuss private coaching and to invite them to next meeting | Adam Hepper |  |

**Tasks**

|  |  |  |
| --- | --- | --- |
| **ACTION** | **TO BE ACTION** | **OUTCOME** |
| Outsourcing canteen | Further discussion |  |

There being no further business, meeting closed 9.17pm

Next meeting to be held Tuesday, 16th June at Springwood Sports Club