



15 April 2024 Meeting Minutes Coffs Harbour Board of Management

Meeting: Coffs Harbour Basketball Association Board of Management
Convened by: Chair
Attendees: Board of Directors.
 Invited Staff Operations Manager/ Administration Officer.
Location: Sports Central
Date and time: Tuesday 16th April 2024 1800
Apologies: Michelle Betland, Neil Goffet
Minutes by: Natalie Ballard

Meeting Minutes

No.	Agenda item
1	Meeting Open and Welcome: 1836hrs
2	Attendance: Elliot Plater, Felicity Cook, Michelle Parker, Sarah Schmidt, Nathanya Fall, Natalie Ballard, Adam Jones.
3	Apologies: Michelle Betland, Neil Goffet
4	<p>Address from Invited Staff:</p> <ul style="list-style-type: none"> • Blazepods – Felicity would like to buy them from the association as no one is using them. Purchase price was \$605: Action: Reminder to all coaches of the resources that are available to them. • Audit – review and approve: Action: Signatures to be added and made available through the Annual report for members. • AGM – set date: Action: AGM date to be set for Middle of June on a Thursday once audit and reports completed. • Past Presidents – Updated list from Les attached. Action: Thank you to Les a great deal of work. Have a board produced from 1991 and work with the community for older dates pre-1991. • Jamboree – we are hosting this year: Discussion we may be able to cater at present with Sports Stadium Manager to determine if they can do the catering if not CHBA. Referees/Coaches will all be involved.
	Board members to continue Meeting.
5	<p>Adoption of Previous Meeting Minutes: Moved: Sarah Schmidt Second: Nathanya Fall Carried.</p>
6	Business Arising Previous Minutes / outstanding items open items:
7	<p>Correspondence in/out:</p> <ul style="list-style-type: none"> • Draft AGM Report
8	Electronic Voting:

9	<p>Financial Report: Move the audit report be accepted. Moved: Michelle Parker Second: Natalie Ballard Carried.</p>
10	<p>Coaching Director Report:</p> <ul style="list-style-type: none"> • Look to hold the suns up session on a Thursday morning, as with Tuesday afternoon Trainings and Snr Comp there are quite a few who can not make the Tuesday as it becomes to long a day. Action: check with Matt and Cristi if this is a possibility before making a change. • Discussion regarding Aussie Hoops/Sporting Schools and Holiday Camp Coaches.
11	<p>Representative Director Report:</p> <ul style="list-style-type: none"> • Training schedule changed for Rep program going in to term 2 a few adjustments with courts and venues. • Discussion regarding correspondence between the office and coaches.
12	<p>Referees:</p> <ul style="list-style-type: none"> • Association Development and Association Intermediate courses to be scheduled. • Change of Domestic Days, Zoom meeting to be held with current referees to discuss ways moving forward in relation to covering and rostering games. • Snr League referees. Clare Kelly now of age and will be able to referee Waratah YLM, to see if this is also the case for the Snr Women. • 27 members attended a Community Referee course over the course of the last 12 months there has been 16 that have now received their stripes. 4 non completion of theory, 1 no longer wishing to referee not for them 2 Adults attended for information only, 4 to complete their Practical Assessments not quite there yet. • Having to go back and forth with BNSW regarding referees for JPL rounds, some refs have been left off the roster we do not find out where they will be and this is impacting the logistics of this, will continue to express our concerns and push to have answers so we can make arrangements sooner.
13	<p>Competitions Director Report:</p> <ul style="list-style-type: none"> • Senior Domestic Women 6 Social and 4 A Grade • Senior Domestic Men 3 A men, 4 B Men 5 C men Over 30s back to Mondays if there are nominations. Still waiting on A couple of teams to complete their nominations. • Juniors Listings made available to the board. • Grafton U12 Boys would like to enter a team in our domestic competition, Grafton are rebuilding its junior members and seeking to enter our domestic comp. CHBA Board of Directors accept Grafton entering their team in our competition this is a great opportunity for Grafton to assist with rebuilding and getting kids back into the sport in that area. • Online Store set up, neil to check with Joel, Comp directors to check. • Presidents would like to be invited to a meeting to discuss items that have arisen
14	<p>General Business:</p> <ul style="list-style-type: none"> • Opening Day 24th April Commencing at 0900hrs • Look to complete the Values of the association, draft tabled suggestions from Adam re the Acronym to be used. Board agreed with Acronym and directors to give feedback. Action: to be included on next meeting agenda.

	<ul style="list-style-type: none">• Mental Health First Aid 12 spots available 30th June email organiser to see if we can investigate this.• Discussion regarding Staff reviews and Position Descriptions Action: Sarah to look at staff reviews and role descriptions.
15	Next Meeting Scheduled Meeting 20 May 2024
16	Meeting Close: 2000