



20 December 2023 Meeting minutes Coffs Harbour Board of Management

Meeting: Coffs Harbour Basketball Association Board of Management
Convened by: Chair
Attendees: As per Item No 2
Location: Sawtell Hotel
Date and time: Wednesday 20 December 1800hrs
Apologies: Nil
Minutes by: Natalie Ballard

AGENDA

No.	Meeting Minutes
1	Meeting Open and Welcome: 1815 hrs President opened the meeting.
2	Attendance: Elliot Plater, Nathenya Fall, Felicity Cook, Michelle Parker, Sarah Schmidt, Adam Jones, Natalie Ballard. Invitees Michelle Betland, Sam Amos, Neil Goffett.
3	Apologies: Nil
4	Adoption of Previous Meeting Minutes: Move: Felicity Cook Second: Sara Schmidt Carried
5	<p>Business Arising Previous Minutes / outstanding items open items:</p> <ul style="list-style-type: none"> • Issues Register. • Financial Advisor Financial Planner <ul style="list-style-type: none"> ○ Final report received and Sarah, Neil & Elliot meet with Jas to discuss- after looking through the documentation and having an operation officer they will be in a position to assist with the financial management of the association and look to have a high interest rate account rather than investment, investment options were looked at when there was not the capacity to manage that to the best for the members. <p>Motion: That a high interest term deposit be investigated by Treasure, Accounts and Operations Manager and be put in place on behalf of the CHBA and its members. Move: Sarah Schmidt Second: Natalie Ballard Carried.</p> <ul style="list-style-type: none"> ○ Discussion to be made on whether to move forward with this. <p><i>Refer to email 15/12/2023 from Operations.</i></p> <ul style="list-style-type: none"> • F45 Gym offer for senior teams – Felicity Cook special session for the senior team early mornings due to the season being over it will be looked at again in 2024, to be passed on to the team manager for their perusal. • Sports Central Hire Agreement – Neil Goffett, Sports Central not yet come.

	<ul style="list-style-type: none"> • Review / Creation of Policies <ul style="list-style-type: none"> ○ Conflict of Interest Register. Is there an option of having a conflict of issues register. Still to be looked at into the future. ○ Complaints Register. ○ CHBA constitution (Ensure correct version on website). ○ Referee Policy. • Directors Course.
6	<p>Correspondence in/out: Les still working on the presidents plaque a few gaps, but has been doing amazing work towards completion.</p>
7	<p>Electronic Voting: Financial Assistance for Clare Kelly. Carried by Majority Vote. Donation of old merchandise for FIBA/ADF in samoa. Donation approved carried by Majority Vote.</p>
8	<p>Financial Report: As per email P&L from Operations Manger and Accounts. Have maintained the financial standing of the association.</p>
9	<p>Coaching Director Report:</p> <ul style="list-style-type: none"> • Programs for 2024 <ul style="list-style-type: none"> ○ Aussie Hoops – Monday & Thursday at Sportz Central ○ Domestic Skills – Monday & Thursday at Sportz Central ○ Walking Basketball – Tuesday at Wiigulga & Thursday at Sportz Central ○ Suns Up Sessions – Tuesday mornings at Sportz Central (Suns rep players only) ○ Transfer of 6 players. Have picked up a number of very talented young boys. ○ Still looking for 3 assistant coaches, Clair Crampton has been appointed as assistant to Steve. ○ A couple of camps with a lot of coaches. Discussion with the competitions ○ Thursday 630-0800 for the
10	<p>Representative Director Report:</p> <ul style="list-style-type: none"> • NEJL Teams have been sent to BNSW Venues not been announced yet. • All clearances have been done that have been applied for. • No senior clearances have been done at this time. • Wheelchair basketball not enough numbers yet still working on.
11	<p>Referees:</p> <ul style="list-style-type: none"> • 17 Referees identified for the 2024 season. (3 refs to still complete the action day) Looking at an additional 3 from the current pool of non rep referees whom have just received their stripes and potential for 2 more trainees to be up to speed early to mid-season only one of these has the potential to referee 16s age group. • 16 Trainees currently working domestically of those 3 have moved to the braves and have been given their stripes and had not nominated to referee the last 4 domestic rounds. • 4 referees who under took the community course have not nominated to referee since undertaking the course. • Google form has been sent for EOI for the 2023 season.

	<ul style="list-style-type: none"> • 2 Playing referees in the Male 18s age group have expressed not wanting to referee and play. Potential to not have enough referees to cover the 16/18s age group at NEJL. • Potentially only one Waratah Junior League Referee for 2024. • 1 Referee will be travelling with U14girls to Costal Classic. (Tahlia) • 3 Referees will be travelling with the teams for JPL trials. (Clare, Leeanna, Claudia) • Adam Jones arranged sponsorships for the 2023 referees, would there be any ability to approach any sponsors for 2024.
12	<p>Competitions Director Report:</p> <ul style="list-style-type: none"> • Clubs – becoming their own legal entities, some clubs want to head in this direction now some do not, it was decided to leave it and relook once clubs have been running for a bit longer and allow growth. Review in 3years, revisit the timeline and amend. • Snr Domestic Competition – look numbers. <ul style="list-style-type: none"> ○ A Grade Men – 4 nominated / potentially 4 more to come. ○ Social Men – 8 nominated / potentially 4 more to come. ○ A Grade Women – 2 nominated / not sure on how many more. ○ Social Women – 3 nominated / potentially 4 more to come. • Competition Committee Meeting <ul style="list-style-type: none"> ○ Action Items from Minutes, as attached. <ul style="list-style-type: none"> ▪ CHBA to request senior men’s teams to have 5 volunteer referees to referee competition. These referees will be paid the standard rate and will need to do the community referee course if not current accreditation held. ▪ Zero Tolerance Policy Update for seniors – 3-week probation not working / look to move to warning letter on first incident and then automatic suspension on next incident. ▪ Coach education – list strategies on how to implement mercy rule to be circulated to all coaches/supervisors. Felicity Cook to work on this and have available by the Term 1 commencement. ▪ New clubs to purchase club shorts out of fundraising money so as to reduce cost for players. ▪ Larger size singlets to be sold to senior men’s and women’s teams at cost to recoup costs / more funds to purchase singlets. ▪ Rep cap – Term 2 & 3 2024 competition. Proposal two division 1 players and no more than five rep players per team, all teams subject to approval. ▪ Discussion regarding tights email to competitions director 18/11/203 Nichole Howarth. <p>Motion: Zero tolerance policy be update for seniors from 3 weeks probation to Warning letter first instance then automatic suspension on next incident. Discussed, Motion not actioned at this meeting.</p> <p>Motion: Two Division One players and no more than five representative players per team to replace the current caps in the Junior Domestic Competitions ByLaws, and subject to approval.</p>
13	<ul style="list-style-type: none"> • General Business:

	<p>Department of Fair Trade, up to date.</p> <p>Grants</p> <ul style="list-style-type: none"> • Regional Youth Holiday Break Program \$4,000 January Holidays \$4,000 for April holidays • Aussie Hoops ford Australia Funds \$30,000 to be confirmed. <p>Move to purchase drink bottles for the purpose of sporting schools with flyers on them for promotion of basketball activities for children. Moved: Elliot Plater Second: Michelle parker Carried.</p> <ul style="list-style-type: none"> • Glory League Contract signing. Signed at meeting. • New Website up and running. • MPO Role Neil has completed the course and has access to MPO Email Address. Previously held by Leisa Mehi who has stepped down. • Active Kids Voucher (new system) – register for new system / 2 x \$50 per year. • Pub fundraising moving from Domestic to representative. Presidents of the clubs all expressed that they do not need to do fundraising and that the fundraising be moved to the representative program. Move Fundraising to go from Domestic Clubs to Representative program supported by the board. Move: Sarah Schmidt Second: Felicity Cook Carried • Questioned as to why the minutes are not on the web site. Minutes made public on website, was passed as a motion at the Annual General Meeting, it is not our decision as to remove them unless we put a vote again.
14	Next Meeting Scheduled Meeting 15 January 2024 Postponed due to conflicting priorities. Move to February.
15	Meeting Close 1949hrs