



## 19 February 2024 Meeting Minutes Coffs Harbour Board of Management

**Meeting:** Coffs Harbour Basketball Association Board of Management  
**Convened by:** Chair  
**Attendees:** As per item 2  
**Location:** Sports Central  
**Date and time:** Monday 19<sup>th</sup> February 2024 1800  
**Apologies:** Adam Jones  
**Minutes by:** TBA

### AGENDA

No.	item
1	Meeting Open and Welcome: 1815hrs
2	Attendance: Michelle Parker, Sarah Schmidt, Elliott Plater, Nathanya Fall, Felicity Cook, Natalie Ballard. Invited: Sam Amos, Neil Goffet.
3	Apologies: Adam Jones
4	Adoption of Previous Meeting Minutes: Move: Nathanya Fall Second: Felicity Cook Carried
5	Business Arising Previous Minutes / outstanding items open items: <ul style="list-style-type: none"> <li>• As per minutes of 20 December 2023, the board approves the Treasurer Sarah Schmidt and Staff Member Samantha Amos to attend the National Australia Bank to finalise the movement of funds to a term deposit. Move Elliot Plater Second Natalie Ballard Carried.</li> <li>• F45 Gym for Seniors, with the teams now selected the offer will be sent to the managers.</li> <li>• Referees Coffs Chainsaw and Mowers have agreed to continue to sponsor the referees for the 2024 Waratah League Season.</li> <li>• Aussie Hoops Funds have not been received yet, email from Ford on Friday has advised it has been approved, invoice has been sent, photo shoot with local ford dealer and coaches once the opportunity presents itself.</li> <li>• Appreciation gift given to Liesa for her work for the CHBA in the MPIO space over the past few years.</li> <li>• YLM have been undertaking raffles at the Moonee tavern SLW will be working alternate nights.</li> <li>• A review is due in September/October of the sponsorship program with the welcome hospitality group.</li> </ul>
6	Correspondence in/out:

	Les Gough – Board meeting Minutes on public website. As per previous minutes, to be uploaded now the new web site is up and running.
7	Electronic Voting: Nil for this period.
8	<p>Financial Report:</p> <ul style="list-style-type: none"> <li>• Audit will be done by the 8<sup>th</sup> of March. Sam will communicate with the board for any information required.</li> <li>• As per P&amp;L Statements attached.</li> <li>•</li> </ul> <p>Admin Position Employment Contract review: Move to have the HR company address Sam Amos' Employment Contract. Move: Sarah Schmidt Second: Natalie Ballard Carried</p> <p>Senior Sponsorship package – to be revisited towards the end of the year.</p>
9	<p>Coaching Director Report:</p> <ul style="list-style-type: none"> <li>• As per attached.</li> <li>• Club Values: Directors to workshop these.</li> <li>• Coffs Coast Adventure Centre: Contact for the adventure centre is known and discussions set for the future.</li> </ul>
10	<p>Representative Director Report:</p> <ul style="list-style-type: none"> <li>• NEJL draw has been updated and sent out round 4.1 has yet to be added and will be distributed once it is finalised.</li> <li>• JPL draw has been sent out to coaches and managers.</li> <li>• Snr draw is out negotiating the women draw, northern teams have been at a distinct disadvantage for the 2024 season. The Northern teams have been discussing the draw and working together to support central venues in the north.</li> <li>• All teams' officials and players are being added to game day.</li> <li>• Sponsorship 3 Junior team sponsors / 43 individual junior player sponsors / 1 senior player sponsor.</li> <li>• Both Senior teams seeking major sponsors.</li> </ul>
11	<p>Referees:</p> <p>Domestic comp referees:</p> <ul style="list-style-type: none"> <li>• 2 more community referees have been assessed and continuing to do well, they will receive their stripes in the near future.</li> <li>• With the number of referees, we may need to look at Team A and Team B for our trainees to ensure they are learning and having an opportunity to referee more games to build their skills and competence,</li> <li>• assessments will continue to occur each round.</li> </ul> <p>Representative referees:</p> <ul style="list-style-type: none"> <li>• We have 20 Referees for the Waratah Junior League competition Zara Baldwin has kindly offered to assist with completing the Yo-Yo test for a handful that were unable to attend the action days.</li> <li>• One of our referees is not yet of age however will be able to referee the last 12/14s home round and we will continue to work towards this with him.</li> <li>• We have 3 nonplaying referees scheduled for the season.</li> <li>• We have adequately qualified and numbers of referees for JPL this year.</li> </ul>

12	<ul style="list-style-type: none"> <li>• Working on scheduling for the season with out 12/14s rounds having 32 games to cover and the 16/18s rounds between 22-24 games each round.</li> </ul> <p>Competitions Director Report:</p> <p>Senior Domestic:</p> <ul style="list-style-type: none"> <li>• Men's 3 grades 6 teams in each grade.</li> <li>• Women's 4 A-Grade, 5 Social teams.</li> <li>• Outstanding game fees Men 23 and Women 15 (No pay no play in place)</li> <li>• New competition to start next term.</li> </ul> <p>Junior Domestic:</p> <ul style="list-style-type: none"> <li>• 3 rounds left then finals commence.</li> <li>• New competition and age groups to commence next term.</li> <li>• Club shorts have been ordered.</li> <li>• Operations manager working with Wear It to set up online shop to buy singlets.</li> </ul> <p>Sporting Schools:</p> <ul style="list-style-type: none"> <li>• Reports from the schools have been extremely positive, schools are loving the coaching staff that are attending the schools,</li> <li>• Feedback from parents of children who are attending have also been positive.</li> <li>• Currently attending 4 schools on a Thursday and Friday Joe Greer and Flynn Taylor coaching.</li> </ul> <p>Other programs/ development:</p> <ul style="list-style-type: none"> <li>• I'm a girl program for evenings being discussed in place of the domestic skills sessions.</li> <li>• Aussie hoops Mondays 26 participants / new players trialling each week</li> <li>• Domestic Skills sessions Mondays 17 participants</li> <li>• Suns Up free sessions – with the court bookings moved to alternate weeks for 12s/14s and 16s/18s has been take up well.</li> </ul> <p>School holiday days have been booked for the end of term holidays 5 days of camps including Girl style camps, 5v5 camp/comp style, skills.</p> <p>Walking Basketball has been growing and looking to expand to another day per week.</p> <p>Active Kids:</p> <ul style="list-style-type: none"> <li>• Active kids have changed and those families that receive Family Benefit Part A and Part B are eligible.</li> </ul> <p>Domestic Competition Proposal 2024:</p> <ul style="list-style-type: none"> <li>• Working with BNSW in relation to moving the Junior Domestic competition from weekends to weekdays, now the stadium renovations are coming to a close and the centre will be opened up.</li> <li>• Sports Centre Management and CHBA working together to look at the week day options SCM are requesting an answer on our usage so they can work with other sporting organisations for court bookings.</li> <li>• Long standing goal to move to weekday competition, rep rounds see a number of our teams forfeiting even with the spread of rep players (taking into consideration that the domestic competition is made up of Rep players from Grafton/Yamba/Bellinger and Coffs Harbour).</li> </ul>
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	<ul style="list-style-type: none"> <li>• On rep rounds domestic players are also away refereeing or playing this reduces the number of referees on domestic comp weekends and this has caused a number of issues with scheduling and also a number of complaints from parents/coaches and players.</li> <li>• Domestic rounds are/have been forfeited for volleyball tournaments/ netball /roller derby and other sporting events including home rep rounds that are booked into the community operated centre.</li> <li>• A number of complaints, forfeits, and cost for families was the driving factor to moving the competition to weekdays and has been a discussion for a long time.</li> <li>• The need to get the information out to members with only 3 weeks left of the current competition was discussed, with the intent that parents /coaches /players can make arrangements and clubs can look at their team adjustments with age groups and rep player caps prior to the commencement of next term.</li> <li>• Operations and Admin will continue to work on timings for all involved to attempt to come up with the best possible outcome for players.</li> </ul> <p>Move to accept the domestic competitions proposal for 2024 with the amendment to the commencement times cater for the children who catch school busses to the stadium.</p> <p>Move: Elliott Plater  Second: Felicity Cook  Carried</p>
13	<p>General Business:</p> <ul style="list-style-type: none"> <li>• Acquittal for January holiday camp funding submission has been completed.</li> </ul>
14	Next Meeting Scheduled Meeting 18 March 2024
15	Meeting Close 1947