



**18 July 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:** Monday 18 July 2024 1800  
**Apologies:** Sarah Schmidt, Michelle Keays  
**Minutes by:** Natalie Ballard

**AGENDA**

No.	Agenda item
1	Meeting Open and Welcome: 1805
2	Attendance: Sam Amos, Joel Shannon, Adam Jones, Nathenya Fall, Natalie Ballard, Felicity Cook
3	Apologies: Sarah Schmidt, Michelle Keays, Michelle Parker.
4	<p>Address from Invited Staff:</p> <ul style="list-style-type: none"> <li>• P&amp;L Sarah to look at.</li> <li>• Life Member and President Shields are completed and have been placed on the</li> <li>• Bags and Tights are on the shop.</li> <li>• Walking basketball has 20 people coming on a regular basis.</li> <li>• Aussie Hoops rego will be tricky as it is in the new system.</li> <li>• Snr Comp all set up and Google form to get the teams in and then transfer to the Connect through the links.</li> <li>• Domestic Skills Monday potential to get more</li> <li>• Winter Warm ups a few nominations.</li> <li>• Sporting schools, we do not have many due to saturation of other schools last two terms.</li> <li>• BNSW \$20,000 can offer one off programs to schools. Look at targeting the age groups in domestic that may be lacking in numbers.</li> <li>• 2 people called about the ref bench with Snrs.</li> <li>• The uniform issue, still chasing up the company about the number sold.</li> <li>• Pub raffles, there is a spot this weekend and have that spot.</li> <li>• Look to have meeting with the hotel group regarding.</li> <li>• Basketball connect will take over completely and Sports TG will shut down as at 31 December. Transfer membership across instructions will be sent out shortly.</li> <li>• Google sheet has been designed for Coaches for awards, and google form for feedback.</li> <li>• Rising Suns are ready to go.</li> <li>• NCS teams have been accepted.</li> <li>• Sunshine Conference good registered numbers.</li> <li>• Wheelchair meeting with Joel, BNSW, Rob.</li> <li>• Ball sponsor, Joel to Follow up.</li> </ul>
	Board members to continue Meeting.
5	Adoption of Previous Meeting Minutes:

	<p>Meeting Minutes  Move: Felicity Cook  Second: Nathenya Fall  Carried.</p>
6	<p>Business Arising Previous Minutes / outstanding items open items:  Values Document.</p>
7	<p>Correspondence in/out:  Strategic plan process.</p>
8	<p>Electronic Voting:  Nil Voting conducted for this period.</p>
9	<p>Financial Report:  P&amp;L  Rep Fees</p>
10	<p>Coaching Director Report:  Coaches Report July 2024 Prepared by Felicity Cook</p> <ul style="list-style-type: none"> <li>● July Holiday Camps went well. Not huge numbers but alot of camps on nearly every day. Good feedback given.</li> <li>● Great CHBA representation of coaches at U12 Skills Day last weekend. <ul style="list-style-type: none"> <li>● Rising Suns coaches organised and ready to go in Term 3- Dylan P, Brooke S and Luke B put their hands up to assist with the program. Mat will run it until my rep training finishes (as it is on the exact same time) then I will take over.</li> <li>● Winter Workouts with Cristi set for Term 3 (development skills program)</li> <li>● Rep coaches feedback google form will go out after NEJL finals (and stay open until after State cup- giving coaches 3 weeks to send in feedback. <ul style="list-style-type: none"> <li>● Sunshine Coaches and teams all organised and trials are set. Great response to the mens program with over 30 names down and 10 names down for the women.</li> <li>● Coaches applications for next year I will be looking to have done in middle of September. Last year they closed on the 15th of August and there was alot of issues so it gives me time to sort through this if anything comes up. I can't leave it till the week of so before I have too much on (including Jamboree at the end of September).</li> <li>● Presentation Night- any suggestions for an MC.</li> <li>● Luke Barry- carnival proposal Items from last report carried over:</li> <li>● Still working on dates. I have asked Jarrod for a Level 2 Coaching Course from BNSW. These were the details he gave me. 2 day course, 14 hour and \$385 commitment. Jarrod asked me to send some dates that would suit Coffs (I am happy to see if Woopi or Sportz Central are available). I will discuss this week and then compile a list of coaches interested and he said we will offer it to them first...</li> <li>● Brought up at last meeting- we decided to wait until after the AGM. It's time to move on this. Development Officer- we need to discuss and get things rolling to put an ad out if that is what we are going to do.</li> <li>● Neils CHBA newsletter report- will Joel be doing something or do we want to do one that comes from the BOM with some updates?</li> <li>● VALUES SYSTEM FOR SUNS held over.</li> </ul> </li> </ul> </li> </ul>
11	<p>Representative Director Report:  2025 Rep Trials, Fees, Team Composition discussion  Pre Season Carnivals discussion.  FAQ's – include information in that, that is not being read out of the handbook.  Trials all Dive 1 teams will still Trial if not competitive CHBA reserve the right to withdraw a team only on the basis of exorbitant score lines.  Country Champs discussion regarding CHBA nominating 1 team per age group can be a whole team or composite team and nominate in appropriate division.  Fees for Registration for additional Managers to be put on to benches.</p> <p>Motion:  Association will cover 1 Manager for registration any additional swapping of managers throughout the season will be costed to the team.  Move: Joel Shannon</p>

	<p>Second: Natalie Ballard Carried. Motion: Training fees remain billed month to month. Move: Adam Jones Second: Felicity Cook Carried.</p> <p>Rep fees to be \$600 including the deposit. Accommodation option are we remaining at both options. Yes</p>
12	<p>Referees: We have had 7 Referees invited to ref NEJL finals. Struggling to get refs for Seniors as per previous discussions, will continue to work through this. Community Course to be run over the coming weeks. Association Development Course also to be run</p>
13	<p>Competitions Director Report: Competitions Report July 2024 - Interpretation of the by-laws – came to attention during a court supervisors meeting that the by-laws of the competition have been incorrectly applied regarding the number of players required to field a team – Current interpretation is that 4 players registered to the team are required to field a team. The correct interpretation should be that 4 players are required to field, this may include players whom the team have arranged to “play up” -- I propose that in fairness to teams who have had to forfeit this and previous competitions that we continue with the current interpretation until the end of the current competition and then moving forward from the next competition that the statement is correctly interpreted - Competitions committee meeting – will meet bi-monthly – minutes of the meeting are on the Teams drive - Court Supervisions meeting - actionable items from this – access to competition bilaws / a cheat sheet-position description of the court supervisor's role / desire for consistency across all court supervisors Supported by the board.</p>
14	<p>General Business: NCS – are seeking U18 girls we only have 3 that have committed to play Coffs Harbour Carnival discussion around organising committee. Strategic Plan – to be held over. Jamboree – lacking volunteer numbers once the selections have been completed there may be a response from some, Quotes being finalised meetings going ahead with BNSW.</p>
15	Next Meeting Scheduled Meeting 12 <sup>th</sup> August 2024
16	Meeting Close 2010hrs