



## 23 September 2024 Meeting Minutes Coffs Harbour Board of Management

**Meeting:** Coffs Harbour Basketball Association Board of Management  
**Convened by:** Chair  
**Attendees:** Felicity Cook, Nathanya Fall, Joel Shannon, Sarah Schmidt, Adam Jones, Natalie Ballard  
**Location:** Sports Central  
**Apologies:** Michelle Parker  
**Minutes by:** Natalie Ballard

### AGENDA

Agenda item
Meeting Open and Welcome: 605
Attendance: Adam Jones, Joel Shannon, Natalie Ballard, Sarah Schmidt Felicity Cook, Nathanya Fall.
Apologies: Michelle Parker
Correspondence in/out:
Electronic Voting: Nil for this month
<b>Programs:</b> <ul style="list-style-type: none"><li>• Aussie hoops – Felicity looking into getting some more coaches involved. Board agreed that Aussie Hoops must have an adult as the lead</li><li>• 2025 – Look to implement Little Dribblers</li><li>• Sporting Schools -Look at some additional coaches for Sporting Schools.</li><li>• Potential Coaches, Mason La Rosa, Joe Moran, Alexis Plater, Adrian Schmidt. Approach YLM to see if they would like to get involved again.</li><li>• Felicity looking into Holiday Camp Coaches.</li><li>• Rep Camp – Lead Felicity and locking in one other.</li></ul>
<b>Representative:</b> <ul style="list-style-type: none"><li>• Trial Numbers are looking good post to be sent out again at the end of the holidays as a reminder of registrations</li><li>• Coaches Div 1 Coaches announced have Div 2 coaches list that will be sent to Board prior to Trials, some will be determined on where players end up being selected.</li></ul>
<b>BNSW:</b> <ul style="list-style-type: none"><li>• Meeting with CEO scheduled for Jamboree has been moved to 16<sup>th</sup> Oct.</li></ul>
<b>Referees:</b>

- Small pool of referees starting to referee North Coast Shield, they are doing very well and will most likely progress to 12s 14s for next season. Potentially struggle for 16s 18s with some aged-out players possibly going off to uni and some moving into year 12 with exams around many rep round weekends, work in progress.
- Retention we are fortunate that we have several new referees coming through however we start to lose referees around that 16 17 years of age this is common for CHBA and other associations. There has been little interest shown with adults coming to assist. Contact with other associations similar in size to ours to see what they may be doing to entice older/adults' referees to remain.
- Have investigated Referee Instructor for Clare unfortunately she is still one step away.
- Also need to investigate gaining some more referee supervisors to assist with the workload.

### **Domestic Competition:**

- The clubs have been operating for a little while now, a review on how things are going, are the clubs made up of the right composition.
- Identified the need to raise the vibe at domestic competition.
- Seniors, revert to having them provide bench at their allotted playing time, bench must be 16years or older, players no longer to do bench as it is a hygiene issue. No bench is no excuse.
- Competitions Director meeting scheduled with Women's competition personnel.
- Clear delineation between the club delegates and the Competitions Committee needs to be established.
- Basketball connect need to get information out to the members. Look into cheat sheets, tutorials.

### **Staff:**

- Need to investigate staffing levels and workloads and separation of tasks to ensure efficiencies but also coverage.
- Action Sarah, Natalie to have meeting with Sam and Michelle for future of office roles.
- Look to the future in relation to Development officer.

### **Complaints:**

- Have received some complaints, to be addressed with the effected people in the next week.
- The Inquiry click button on our Web Page was identified as not working this has been rectified.
- Still receiving complaints about the stadium, the public are under the impression that the stadium is managed by Coffs Harbour Basketball, Complaints regarding garbage bins not being emptied during events, canteen not having variety or at times stock, lack of staff meaning canteen has to be closed when setting up for sports. This feedback has been sent on to the sports centre manager however does not seem to be getting addressed.
- Coaches being pressured to be off the courts as soon as the booking is complete with little turn around time for next booking.
- CHBA have sent these to BNSW in the past and will follow up again with the meeting with the CEO.

**Finance:**

- Domestic competition compliance with 8 players per team will assist in coverage in costs, at present running at a loss with court fees costing more post 6pm.
- Grants/Funding/Sponsorship working group to be established, invitations have been sent out to those that have expressed interest in this area.
- Pub Raffles lack of interest in participating in them post rep season. Clubs have not wanted to take them up. Cancel outside of rep season for the moment.

**Raising the Profile:**

- Structured advertisements – Natalie to look into Adam possibly has an option.
- Continue to investigate Domestic Family days.
- Community Event involvement, continue to be involved and seek other avenues to also be involved.
- Flyers targeted areas based off programs.

**Strategic Plan:**

- Currently in Draft form, to be sent to all directors for viewing, there are a few statistics still being put into the plan.
- To be put on display for feedback over the coming months.

**Constitution:**

- Constitution review group has been established and meeting this week to commence the process.

**Carnival:**

- Meeting with Luke Barry, Michelle Keays involved and working towards getting the information out there.

**Coaching Director Report:**

Prepared by Felicity Cook

- Holiday Camps- Need to get coaches organised for these.
- Jamboree this weekend. Tim Mallon is presenting a coach's course Saturday 7:30-8:30pm at Sportz Central. I have organised players to be part of the demonstration group. Thank you to those families.
- Spring Development- finishes this week. 3 wks seems a bit short when we used to offer 6 then 4... but we did this because it was our first time running 'Winter Workouts' which is essentially the same thing, at the same time. Meant less numbers at Spring but all sessions have run well even with lower numbers. Thanks to the committed coaches of all programs.
- 2025 Div 1 Coaches announced last week. Overall, a good response. Most have assistants in place, but aim is for every team to have an assistant. Div 2 still in progress. Most teams filled, only a few remaining (will depend on trial numbers too). Selection trials I will have panels of 3-4 coaches in place to help with selections.
- Senior Waratah Teams expression of interest coming out this week- as we only have 2 weeks to get those in to see if and what teams we might be entering in 2025.
- Michelle and I have spoken to Cristi regarding her email and will be implementing a club training day on Saturdays. This was originally part of

the plan when we moved our domestic competition from the weekend to weekdays so we will be aiming to have all our teams train at Sportz Central on Saturday. This will help build a community culture we couldn't have when teams trained at the uni and jetty and Woopi this year. Coaches will then put their 2 preferences into Michelle and I to sort out their other training day during the week. I have done a mock draft of how Saturday training could potentially look, and Sam is checking the booking availability with Troy. Then Michelle and I will be handling the coaches and training cancellations etc will come through us to Michelle and Sam, so Sam is not dealing with 20 different coaches or managers. We hope this will alleviate some pressure and stress off Sam in this space of 'rep'.

- We will be implementing some mentor coaches to work with the coaches. These mentors will be Mat Cook, Drew Williams (to confirm), Elliot Plater, Cristi Juffermans, Laurie Van Loo and myself. Mat, Drew, Elliot would look after our 16/18 coaches and Cristi, Laurie and I with our 12/14s coaches. So coaches will be told of the mentors and they can go to any of those 3 who they feel comfortable with or we may ask one of those 3 to go along to a training here and there to support. I will oversee the mentors and keep us all on the same page, but it is a good way to offer support to some of our new and less experienced coaches, keep coaches who don't have teams involved, and I can't physically get around to everyone during the week.
  - Rising Suns finishes tomorrow. Thanks to Les and coaches. We will give out the rep trial flyer at the last session on Tuesday.
  - Presentation Night- thank you to everyone for your help. Next year are we happy with the stadium as the venue? Season Sunrise/ Sunset idea: great: let's do them at the beach (as a free fun day) but we can't cater for everyone effectively to host presentations at the beach. I think we should book the back 3 courts of the stadium- set up tables and then have some games in the front 2 courts- inflatables or a disco if we held it at night or just shoot around. We could look at the C.ex as the venue every 3 years maybe? Lots of people have said they loved that it was professional and bit more formal to celebrate the achievements, but always get the few negative comments too regarding how long and boring and the food not being very good. I sent Kelvin McMillan a message thanking him yesterday and he was appreciative of the 'thank you' bottle of red wine and said we had everything organised very well and he didn't have to do much.
  - Rep coaches, player and family feedback google forms- results- discussion.
- ITEMS FROM LAST REPORT TO REVIEW:
- Can we please update the Coaches Code of Conduct document to have the new CHBA logos on them not the old one.
  - Coaches Course: Do we still want to host one? Club or Association? If so I will get back onto it.
  - Joel president news/report? or from the BOM with updates? Probably a good time now- review of presentation (highlight 22 rep teams, u18 graduates, Coffs carnival, jamboree, rep trials, domestic, BNSW representatives.
  - VALUES SYSTEM FOR SUNS completed.

**Next Meeting** Scheduled Meeting Monday 14 October 2024

**Meeting Close**