



## Management Committee Meeting Minutes

Wednesday 2<sup>nd</sup> March 2022

**Present:** Nicole Cadogan, Nick Osborne (via Zoom), Dwight Graham, Lauren Jukes, Janine Curtis, Veronica Lange, Ellie Stanley, Lewis & Brooke (The Athletes Hub)

**Apologies:** Jane Stoodley, Jackie Jukes, David Cadogan, Amber Collits, Isobel Stoodley, Liz Gold, Amy Kahler, Donna Watts-Endresz

**Meeting Opened:** 6.01pm

1. **Previous Minutes:** The Secretary moved that the previous minutes of 25<sup>th</sup> January 2022 be accepted as a true and accurate record.

**Seconded:** Ellie Stanley

**Carried**

2. **The Athletes Hub** – invited guests Lewis & Brooke provided an overview of their service offering for our Club. This included:

Attending our training sessions to facilitate speed and biometric training with a focus on form and technique to prevent injury and maximise performance, no cap on numbers at court sessions. They would group playing positions/fitness levels together.

Alternately could teach our coaches the techniques.

They offer a gym space at Steel River as a wet weather option (caters to a max 25 people), or as a rehab facility for injured players. Gym sessions can commence from 6.30pm onwards (private clients until then).

They are keen to get exposure for their business therefore no fee for their services, but would look at an in-kind arrangement.

Would offer discounted membership fee for any players who want to sign up for gym membership. Have only offered this to three sports Clubs (one per code).

**ACTION:** President to draft email to respond to Lewis & Brooke and circulate prior to sending. Invite them to a training session for a trial on 8<sup>th</sup> March.

3. **Outstanding Business:**

**Coaches and Managers Subsidy Policy** – see Other Business.

**Costings to enact Subsidy Policy.** Treasurer & Registrar to draft spreadsheet to estimate associated costs with coaches and managers subsidies

**ACTION:** Treasurer to present at next meeting

**Club Credit Card.** Applying for credit/debit card at Greater Bank would need the Club to move to a single authorisation, which is more open to misuse or fraud. The Committee decided against pursuing the Club Credit Card option and would use personal card and seek reimbursement. This was used successfully at the Registration Day, and therefore there is no requirement for the Treasurer to create a credit/debit card policy

**Training Courts.** The Coaching convenor to provide an update on courts. Courts 8 & 9 have been allocated for Nettyheads on 6<sup>th</sup> March. Nicole advised that courts 2, 3 & 4 have been booked for

Tuesdays 4pm-7.30pm and courts 3 & 4 for Thursdays from 6pm-8.30pm. It was noted that we will only need one court from 7.30 to 8.30 on Thursday (court 3 is the preferred option), therefore Nick will contact NNA to seek credit for last timeslot. This credit may need to be applied to courts from 5.00 to 5.30pm in winter.

**ACTION:** Registrar to contact NNA Facilities (Helen).

**ACTION:** Amber to contact NNA to book 1 x court for Goldies (court 19 or 20) on Fridays from 4-5pm

**Duty Statements.** There are still some Duty Statements that need to be checked.

**ACTION:** All Committee members to review Duty Statements and check for currency.

#### 4. **Out of Session Business:**

**New Shirts and Tights.** The President ordered sample of long sleeve shirts and tights. Isabelle shared pictures for review. There was positive feedback received from other players

**Mayfield West Bowling Club disco.** The disco planned for Sat 26<sup>th</sup> Feb was postponed due to COVID

**Policy Review.** Fundraising Policy and Sponsorship Policy still requires review, but is not a high priority.

**Kittyhawks Sponsorship.** Solitech \$850 sponsorship of Kittyhawks for shirts and tights has been received and orders have been placed.

**Goldies training shirt request.** Veronica emailed request for the Club to provide free training shirts to the Goldies. There was some concern at the precedence that this would set (ie having to provide shirts to all juniors). The President noted that she has approached Port Waratah Coal Services for grant to get new training shirts (maroon) for all junior teams. It was agreed that we would await grant outcome and advise Veronica of the options.

The Treasurer moved that if grant is successful and total purchase cost is not more than \$200 above grant amount that we proceed with purchase of training shirts for all junior teams (except Kittyhawks who have Solitech sponsorship)

**Seconded:** Nick  
**Carried**

5. **Treasurer's Report:** The Treasurer reported that at 28 February, the Club had \$16,551 in the bank, which is \$5,097 above budget. The Treasurer is forecasting an end of year surplus to be \$709 above budget at \$2,874. More details are in the report at Attachment 1. The Treasurer moved that the report be accepted:

**Seconded:** Nicole  
**Carried**

#### 6. **Registrar's Report;**

**Registration Status.** 113 players in 12 teams were registered as of 27<sup>th</sup> February. There are some late registrations (including coaches and bench officials) and they will be managed out of session with NNA.

**Registration Day:** The Registration Day was very successful, with many compliments noting that the Club "looks really professional". Payment plans went smoothly, with the Registrar using his personal debit card and then being refunded by the Club.

**Process.** The registration process and payment is relatively simply and there were only three payment plans put in place. The requirement to pay online has been a significant positive for the Club, as there has been no requirement to chase members up in order to ensure registrations.

**Closing Registrations.** The use of the PlayHQ "Register to a team" function enabled the Registrar to close off all registrations, but still enable particular age group options. This was required as there was no other way in which to prevent members registering with the Club, even if a particular age group was full.

**Transfers.** There has been one player transfer outbound and one inbound. There have also been two de-registrations. Although the transfers are clumsy, they are relatively simple to complete, but requires multiple refunds to be actioned.

**De-registrations.** De-registrations, however, are more difficult, as Netball NSW is not sure how to organise the refunds for people who de-register. While the Club can refund the Club component, Netball NSW still has to work out how to refund their other components of the rego fee.

**NNA Documentation.** The Registrar was not available for the NNA registration day, therefore all Club registration documentation was submitted in person to the NNA Registrar on Sunday 27<sup>th</sup> February. The Registrar was grateful for the flexibility that NNA Registrar provided.

**Lights and Affiliation.** These lights and affiliation fees were paid via direct transfer on the 27<sup>th</sup> February.

**Non Playing Members (NPM).** There are still some NPM managers yet to register on PlayHQ. As fees are set to zero on PlayHQ, NNA will invoice the Club separately.

The Registrar moved that the report be accepted:

**Seconded:** Dwight

**Carried**

The Committee thanked Nick for all his efforts in setting up the new registration process

**7. Uniform Coordinator Report:** Liz has ordered the following new coach and committee shirts.

Shirts on order with "Coach" on back panel

Jackie Jukes  
Bec Farquharson  
Amber Collits  
Belinda Ingram  
Alex Connell  
Keely Endresz  
Hayley Endresz

Shirts on order with blank back panel

Lauren Jukes  
Donna Endresz  
Ellie Stanley  
Liz Gold

**8. Selection Committee Report (from Jane Stoodley)**

Senior and U22 team Selection was held on Tuesday 15<sup>th</sup> February at Charlestown Netball courts due to the resurfacing of the Newcastle courts.

Thank you to Amber, Veronica and Chelsea for their assistance on the day. Thank you to Dwight and Jackie for their Selection expertise.

The trials ran smoothly with all players being viewed at least twice. There was a good turnout although a number of players sent apologies either because of work commitments or COVID restrictions.

Five Senior teams and one Under 22 team were formed however several teams were low in circle defenders so team announcements were delayed while attempts were made to recruit further players. This had limited success resulting in a number of players being moved outside of their preferred teams to fill the gaps. There was one appeal which was able to be accommodated. One player withdrew due to personal reasons.

Teams will be registered with between 8-11 players. Generally, Waratah aims for 10 players per team and with the virulence of the current COVID strain it would have been preferable to have all teams have 10 players. The use of the Borrowing Policy between Club teams should be discussed by coaches prior to the season to ensure all coaches understand the rules and to facilitate the borrowing process.

## 9. Preseason Training Report (from Jane Stoodley)

The Senior Preseason Training was run two weeks prior to Selection trials and one week afterwards. The first two weeks were held at Foreshore Park and were fitness based. Both sessions had about 20 players from Seniors, Under 22s and U 18s teams. The weather was variable and the first session was shortened. Players appeared to enjoy the sessions and there were only a few grumbles about the intensity. Thank you to Jackie Jukes for her organisation.

The last session was held at the resurfaced Newcastle courts and was a mix of fitness, fun games and rotational netball. Overall, all sessions were well received and allowed players to refresh their skills, renew old friendships and introduce new players to the broader Waratah Community. Thank you to Amber and Belinda for their assistance at the last session. I would anticipate Preseason Training continuing in the future

The President thanked Jane for all her efforts in arranging these sessions

**ACTION:** Amber to review NNA Borrowing Policy and speak to coaches to facilitate pre-season discussion between coaches regarding borrowing players from other teams. Amber to also outline in session coach roles and responsibilities, COVID etc.

**ACTION:** President to contact NNA to check if players can play two games in one day

## 10. Umpiring Report

Ellie attended NNA umpiring meeting Mon 28<sup>th</sup> Feb. NNA recommended that, in the juniors, only players who want to umpire should be umpiring. This was because uninterested members don't provide good umpiring. NNA suggested that those umpires who 'want to umpire' should be added to an umpiring pool. Ellie advised that Waratah did not accept the recommendation, and will continue to do umpiring rosters for all players and Waratah will continue to provide support mechanisms.

**ACTION:** Ellie to contact coaches to speak about umpiring responsibilities for their players and support mechanisms and be in touch with managers to distribute info about players interested in umpiring pathways

## 11. Correspondence: See attachment 2.

### Other / New Business:

## 12. Coaches and Bench Officials Subsidy.

As per action items from the previous meeting, the Registrar presented an amended Coaches and Bench Officials policy. Following discussion, he moved that it be accepted.

**Seconded: Dwight  
Carried**

*Afternote: Updated policy is now on the website [Registrar]*

## 13. Gala Day.

The President has contacted Kotara and Shortland to invite them to Gala Day (awaiting response from both). The Committee agreed that not to invite entire Nova Club due to large size of Club.

Secretary confirmed that 5 x Courts have been booked

**ACTION:** Lauren to purchase 2 x 24pk water bottles, ice, esky, gazebo, sunscreen, table

The Club will not be arranging food this year. Teams to organise own umpires. Uniform is preferred, but not mandatory,

Ellie advised that new resealed courts had a protective coating that is meant to wash off within 2 weeks which is why they were so slippery.

## 14. Mother's Day BBQ

Lauren advised date for BBQ is Sunday 1 May 9am-1pm, markets on the green, 8.30am start cooking, bacon and egg rolls on the menu.

**ACTION:** Lauren to organise timeslots, food and equipment

- 15. Nettyheads pre-season session** President provided and update on junior Nettyheads session, which is booked in for Sat 5<sup>th</sup> March, 9am-11am. The President will contact Nettyheads about who makes wet weather call. The President noted that Nettyheads plan for at least 40 juniors

*Afternote: 21 Juniors attended NettyHeads. Overall it seemed a successful event [Registrar]*

- 16. Sponsorship status.** We are still awaiting outcome on Mayfield West Bowling Club sponsorship. However, the President advised the successful outcome of the request for Molycop sponsorship. The Club has sent an invoice to Molycop. The discussion re signage in Maude Street was deferred until the next meeting.

**ACTION:** President to update at next meeting.

**ACTION:** All executive - any invoices/important info that is emailed, also place on WhatsApp chat so it is not missed

**17. Grants:**

**Port Waratah Coal Services (PWCS) Youth Sport in Portside Suburbs** – The President has submitted an application to PWCS. If successful this grant will be used for training shirts per para 4 *Goldies training shirt request*.

**Local Sport Grants Program.** The Registrar noted that there are still two submissions under the Local Sport Grants Program – the outcomes of these are due from April 2022:

NettyHeads Grant: Requesting \$2000

Senior Rego Grant: requesting \$5000

- 18. Next Meeting Date:** Monday 4 April 6pm

**ACTION:** Secretary to check Bowling Club for room availability for next meeting.

**Dates to note:**

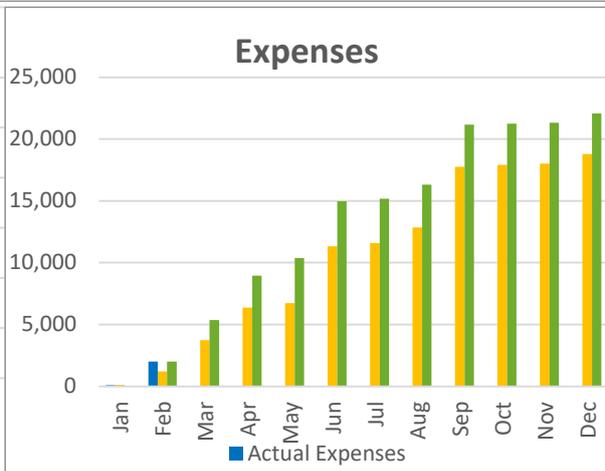
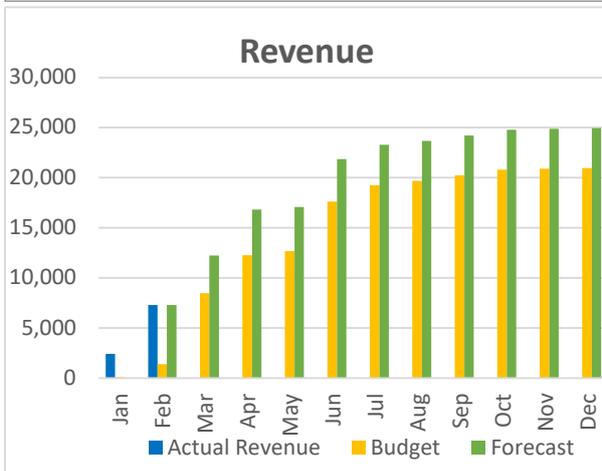
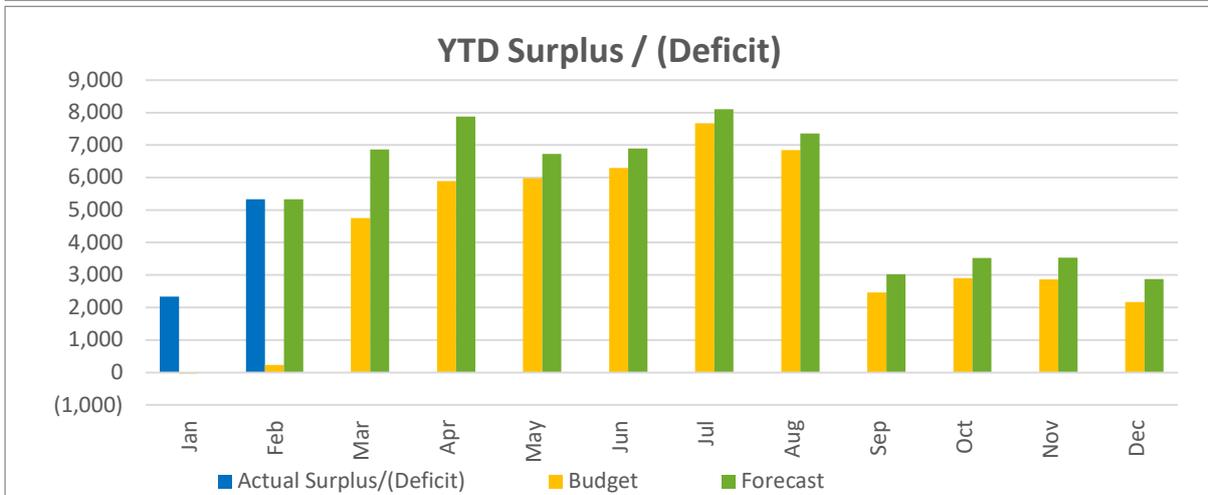
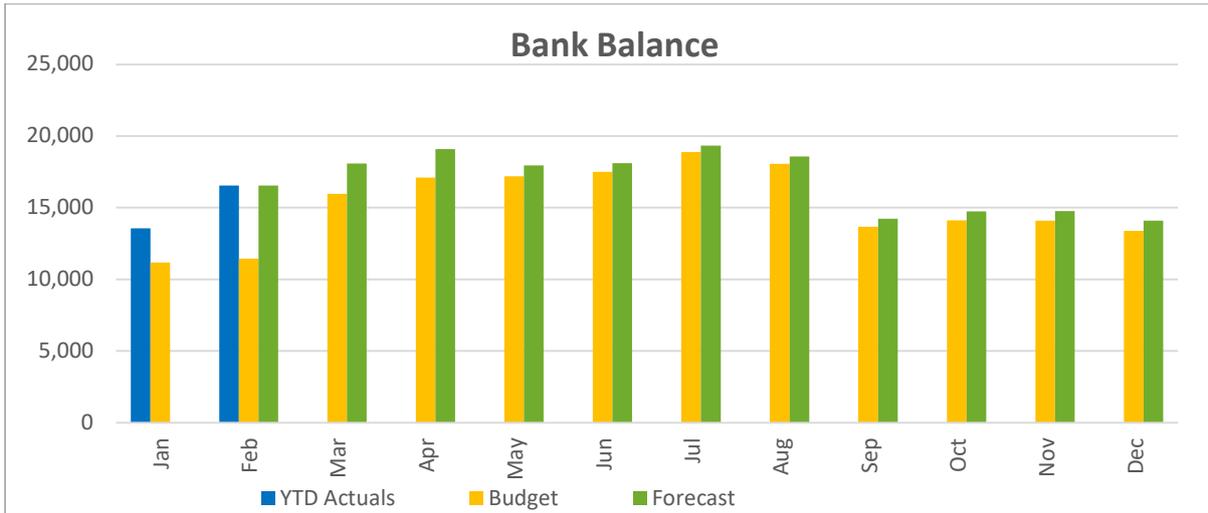
Gala Day Saturday 19 March

Mother's Day BBQ Sunday 1 May 9am-1pm

**Meeting Closed: 7.50pm**

*Janine Curtis*

Janine Curtis  
Secretary



**Notes**

**YEAR-TO-DATE VARIANCES**

**At 28 February, we had \$16,551 in the bank, which is \$5,097 above where we had budgeted. The year-to-date operating result of a profit of \$5,330, which is also \$5,097 above budget.**

The main drivers in the result being different to budget were:

- \$850 of sponsorship received for the Kittyhawks. This is offset by uniform purchases
- A total of \$6,408 of registration fees were received, which is \$5,408 ahead of where I budgeted, due to the new registration system bringing forward when we receive this revenue
- On the expense side, we are \$410 under in preseason costs. However, with the Gala Day next month, I believe we will catch these up
- \$731 of uniform purchases, which were largely the Kittyhawks sponsorship
- Court hire fees of \$850 were on budget but paid out a month earlier than I expected.

**Forecasting**

**I am forecasting we will have \$14,095 in the bank, which is \$709 more than budget. I am also forecasting the end of year surplus to be \$709 above budget at \$2,874.**

There are some increases in both revenue and costs:

- \$850 of sponsorship received for the Kittyhawks
- \$2,500 from Molycop as per recent the agreement – Nice work Nicole!
- \$630 of registration fees being more than I budgeted
- Increased equipment purchases and uniform purchases offsetting the increased revenue above.

**Other**

- Nil



**Waratah Netball Club Inc**

**Financial Report**

YTD, ending 28 February 2022

Income	2022 Month Budget	February Month Actuals	Variation Fav / (Unfav)	2022 YTD Budget	2022 YTD Actuals	Variation Fav / (Unfav)	2022 Budget	Forecast	Variation Fav / (Unfav)
Registration	1,000	3,985	2,985	1,000	6,408	5,408	6,115	6,745	630
Sponsorship	-	850	850	-	850	850	4,500	7,850	3,350
Fundraising - Trivia	-	-	-	-	-	-	1,200	1,200	-
Fundraising - Other	-	-	-	-	-	-	1,000	1,000	-
Pie Drive Income	-	-	-	-	-	-	4,500	4,500	-
Uniform Sale	250	50	(200)	250	50	(200)	2,000	2,000	-
Other Income	83	-	(83)	167	-	(167)	1,000	1,000	-
Presentation Fees	-	-	-	-	-	-	650	650	-
<b>Total Income</b>	<b>1,333</b>	<b>4,885</b>	<b>3,552</b>	<b>1,417</b>	<b>7,308</b>	<b>5,891</b>	<b>20,965</b>	<b>24,945</b>	<b>3,980</b>

Expenditure:									
Coaches Courses	42	287	(245)	83	287	(204)	500	500	-
Equipment	-	-	-	-	-	-	500	3,000	2,500
Coaching Equip & Balls	200	-	200	200	-	200	750	1,000	250
Pie Drive Costs	-	-	-	-	-	-	4,000	4,000	-
Trivia Night	-	-	-	-	-	-	-	-	-
MyClubMate Fees	-	-	-	-	-	-	470	470	-
Preseason	500	90	410	500	90	410	1,500	1,500	-
Presentation	-	-	-	-	-	-	4,700	4,700	-
Presentation Vouchers	-	-	-	-	-	-	800	800	-
Court hire	-	850	(850)	-	850	(850)	1,000	1,300	300
Rego & Other Refunds	-	20	(20)	-	20	(20)	-	20	20
Social Memberships	-	-	-	-	-	-	280	280	-
Uniform Purchases	250	645	(395)	250	731	(481)	3,500	3,750	250
Fundraising Costs	-	-	-	-	-	-	-	-	-
Miscellaneous Costs	75	-	75	150	-	150	800	750	(50)
<b>Total Expenditure</b>	<b>1,067</b>	<b>1,892</b>	<b>(825)</b>	<b>1,183</b>	<b>1,978</b>	<b>(795)</b>	<b>18,800</b>	<b>22,070</b>	<b>3,270</b>
<b>FY18-19 Inc/(Exp)</b>	<b>267</b>	<b>2,993</b>	<b>2,727</b>	<b>233</b>	<b>5,330</b>	<b>5,097</b>	<b>2,165</b>	<b>2,875</b>	<b>710</b>

Bank Account		Petty Cash	
Balance at 01 Jul 21	11,221	Balance at 01 Jul 21	292
Total Credits	7,308	Income:	
Total Debits	1,978	Outgoing:	
Current Balance	<b>16,551</b>	Closing Petty C	<b>292</b>

Net Worth		Outstanding Debtors	
Bank Balance	16,551	Registration	-
Petty Cash	292	Uniforms	-
Less debtors	-		
<b>Net Worth</b>	<b>16,843</b>		
<b>Increase/(Decrease)</b>	<b>5,330</b>		

check ok

check ok

*DJ Graham*  
Dwight Graham  
Treasurer



## Attachment 2: Correspondence

IN	OUT	RESPONSE	ACTION
03/02/22 – NNA confirmation that new uniform approved and Waratah tights can be worn under dresses for playing			
06/02/22 – request from Veronica Lange for new training shorts for Goldies			For discussion at meeting
06/02/22 – Rebecca Furner – query if WNC offer a boys team		Registrar responded that we do not have plans for boy's team in 2022.	
07/02/22 - thenetballcoach.com subscription renewal		Jackie asked coaches wanted this resource and responded yes. Subscription renewed.	
08/02/22 – email offer from The Athletes Hub		Nicole invited Lewis & Brooke to attend meeting	
16/02/2022 – NNA confirmation of courts 3&4 for training on Tuesdays			
22/02/22 – NNA notification of AGM (Winsor Terrace Room, South Newcastle Rugby League Club, on Monday 14 March 2022 at 7.30pm. One (1) vote for every Senior team registered and one (1) vote for every five (5) Junior and Sub Junior teams.			<b>ACTION</b> – Secretary to advise managers to nominate a person from each U/22 team and above to attend. Mandatory as you get points on the table. Need to be a registered member (eg player, or a registered manager). Open to one person if they would like to attend.
25/02/22 – NNA reminder that rego paperwork due by 28/02.		Registrar submitted rego paperwork 27/02.	
26/02/22 – NNA nominations for committees (Umpires, Coaching, Fixtures, Judiciary, Grading, 70 <sup>th</sup> Anniversary) close 28/02			Shared but no nominations from Waratah

<p>25/02/22 – NNA Boys 13-17yrs competition. Clubs to register any expressions of interest to NNA by 04/03 so NNA can determine whether a comp can proceed</p>			<p><b>ACTION</b> – Secretary to advise Monique @ NNA that we had 1 x EOI but cannot pursue this.</p>
	<p>16/02/22 President approved change of business account structure with Greater Bank as per their request</p>		