



**Merredin Sports Council  
General Meeting MINUTES  
Tuesday 12<sup>th</sup> November 2013**

The Meeting was declared open by President Andrew Crook at 6.02pm

**Present:**

Andrew Crook, President  
Erica Carlson, Secretary  
Brett de Lacy, Treasurer, Merredin Swimming Club, Merredin Mens Hockey  
Ben Jardine, Vice President, Merredin Cricket Association  
Steve Gregory, MRC&LC Bar Manager  
Matt Berryman, Railways Tennis Club  
Brian Waterhouse, Railways Tennis Club  
Sally Trunfio, Merredin Basketball Association  
Scott Cooper, Merredin Basketball Association  
Paddy Hooper, Nukarni Football Club  
Tessa Pearse, Burracoppin Hockey Club

**Apologies:**

Kristy Sharp, Cam Gethin, Mick Caughey, Brad Anderson, Glen Reithmuller, Donna Robartson, Mark Turner, Debbie Morris, Julie Alvaro

**Minutes of Previous General Meeting dated 15/10/13**

Minutes from the General Meeting held 15 /10/13 were distributed to members via email.

***That the minutes of the General Meeting dated the 15<sup>th</sup> October 2013 be accepted as a true and correct record.***

**Moved:** Brett deLacy

**Seconded:** John Gearing

**Carried**

**Business Arising from Previous Minutes**

**Turf Lights**

**Reported by John Gearing**

The setting of the lights is not sport applicable but in fact lux applicable. A lux meter reading was taken in different places around the ground when the lights were installed. This reading was deemed to be suitable.

Meeting suggested that an alteration to the set up of the different banks of lights coming on for tennis and hockey may solve the problem. John agreed to further investigate.

**Meeting Room**

Basketball thanked the MRC&LC staff and John Gearing for ensuring the availability of the office area in the meeting room in time for the start of basketball. The use of the office on game night is working well.

**Treasurers Report**

Monthly Finance Report was presented by Treasurer, Brett de Lacy.

***That the members receive and accept the monthly Treasurers report as a true and correct record of the financial position of the Merredin Sports Council.***

**Moved:** Brett de Lacy

**Seconded:** Sally Trunfio

**Carried**

## Correspondence

Monthly correspondence records was read.

**That the Merredin Sports Council members receive and accept the inward and outward correspondence record.**

**Moved:** Erica Carlson

**Seconded:** Scott Cooper

**Carried**

## Reports/Project Updates

### MRC&LC Building and Maintenance

#### 1. Speaker System

Reported by Andrew Crook

Andrew informed the meeting that Martin Morris had offered to personally contribute to the cost of the new Speaker System. Martin had requested we use this donation to ensure the sound coverage on the oval was suitable and with any remaining funds we then purchase an additional mic. Andrew has discussed the sound to the oval and has been reassured the oval coverage will be fine with additional cable to the receiver system. Andrew will organise for this to be tested.

**That the offer of financial assistance from Martin Morris be accepted and we proceed with the purchase of an additional mic subject to the receiver system providing adequate oval coverage.**

**Moved:** Sally Trunfio

**Seconded:** Matt Berryman

**Carried**

*Andrew to organise purchase of additional mic with John. Instruction sheet is still to come.*

**That a formal letter of thanks is written to Martin Morris for his donation.**

**Moved:** Brett delacy

**Seconded:** Ben Jardine

**Carried**

#### 2. Memorabilia Project

Reported by Erica Carlson

Memorabilia Project had been well supported. Erica & John to now meet individually with the sports concerned to discuss design, cost and location of the boards.

**That the Merredin Sports Council proceed with the honour project with those organisations that have filled out an EOI. The final location of the honour boards to be endorsed by the Executive and written permission obtained from the Shire.**

**Moved:** Erica Carlson

**Seconded:** John Gearing

**Carried**

#### 3. Maintenance Issues

Sports Council Executive have looked into the purchase of some lounges, bar tables and footleg stools to try and make the bar area a little more homely. Quote has been received from Comfort style, Merredin. Meeting general agreed that the room was stark and was needing something. It was reported that Bruce Rock have them in their bar area and it tends to work well.

**That the Merredin Sports Council purchase additional bar area furniture to the value of \$5500**

**Moved:** John Gearing

**Seconded:** Brett delacy

**Carried**

It was agreed that the purchase of Outdoor furniture should be considered as the next priority.

#### 4. General issues needing attention

1. July meeting moved that we would clean out the storeroom every three months and at our last meeting Mark reported that the MRC&LC had cleaned out and reorganised their bits and pieces. Given the timing of the season and the absence of the MRC&LC manager at the meeting it was decided to leave this on the Agenda until our next meeting.

2. In the August meeting it was reported Golf have no access through the turf and bowls because it's all blocked off. The proposed access (east side of bowls) for golf is unfinished. The path is only half paved, on wet days it's muddy and all the mud gets trampled through the bar. Golf will do up a letter/proposal of what they require and send it to Sports Council. The Sports Council has not yet received any proposal. Given the absence of Golf at the meeting it was decided to leave this on the Agenda until our next meeting.

## Education Courses

### 1. Strategic Planning

Debbie Morris has spoken to DSR in relation to the Business Case submitted for the Club Development Funding to hold the strategic planning workshops.

***That the CRC apply for DSR funding on behalf of the Sports Council to assist with Sporting Clubs to complete full strategic plans***

**Moved:** Erica Carlson      **Seconded:** Sally Trunfio      Carried

### 2. WACOS Governance Course

This month the CRC has submitted an application into Lotterywest to fund the cost of holding a WACOS Governance Course in Merredin. Once advised the outcome of this grant will be advised.

### 3. MSC Constitution Review

The Executive continues to work on this project.

## MRC&LC Administration

### 1. Booking Procedure

The Sports Council had received a letter from Julie Alvaro requesting guidance on booking the turf area for general use. It appears there is no clear direction for people to book the area for general use. Given the absence of the MRC&LC Manager it was decided to leave this item on the agenda until our next meeting. Nukarni Football Club reported that their trainings had been booked and on sending the booking form in immediately received a reply from admin confirming the dates.

### 2. Calendar of Events

Previous request for a calendar of events to be clearly displayed in the centre have not been met. This is to be followed up.

## General Business

### Secretary Position

As advised at the September meeting, Courtney Stenhouse has resigned from the position of Secretary. As directed at the meeting the Executive have spent time looking for a replacement and have engaged Erica Carlson to undertake the role until the next AGM.

***That Erica Carlson fill the vacant Secretary role of the Merredin Sports Council.***

**Moved:** John Gearing      **Seconded:** Sally Trunfio      **Carried**

***That the signatories for the Merredin Sports Council Bank Accounts held at Bankwest Merredin, be amended to include Erica Carlson and to remove Courtney Stenhouse, with the requirement of any two signatories to sign remaining.***

**Moved:** John Gearing      **Seconded:** Brett deLacy      **Carried**

Brett to organise

### Communication Chain

The Executive will meet with CEO, Greg Powell on Wednesday night to discuss issues raised from our letter addressed to council regarding Communication.

### Introduction of Bar Manager

Steve provided the meeting with a brief background of himself and an overview of some ideas he hopes to implement into the bar area. He informed the meeting he would be starting next Monday and is trying to obtain a visual on how we want the bar to run.

Steve will be meeting with each sports President to discuss opening hours and to obtain a copy of their fixtures so opening hours can be determined.

The meeting generally discussed volunteering behind the bar and the ability of sporting clubs to be able to make money using the kitchen facilities.

Erica to supply list of sporting contacts and encourage members to make contact with Steve. All sports are encouraged to support Steve in his new role.

### **Gala Night**

Email from Brad Anderson regarding Gala Night was read to members. No other official information has been received.

### **Office inside the meeting room**

With access now granted to the Sports Council to use the office inside the meeting room it was discussed to ensure that it doesn't become another storage room that exclusive use should be granted to Basketball & Netball. This would allow them to set up the office to best suit inside court sports all year, much like the bowls room.

### **That the Basketball & Netball Associations have exclusive use of the office area inside the meeting room.**

**Moved:** John Gearing

**Seconded:** Sally Trunfio

**Carried**

### **First Aid**

Basketball had a serious incident last Thursday night and the ambulance had to be called into the centre. Basketball had to call John Gearing, as nobody seemed to have access to remove the bollard blocking the access road. This incident poses the question on sporting clubs ability to access first aid supplies and other equipment held at the centre.

Erica to further investigate with the MRC&LC to ensure there is access to essential first aid items, along with emergency access and that all parties are aware of their responsibilities.

### **Rec Centre Manger appointment**

Position has been advertised and we are unaware of the outcome to date.

With no further business Andrew Crook closed the meeting at 7.19pm. The next meeting will be held on the 17<sup>th</sup> December 2013.