



**Merredin Sports Council  
General Meeting  
MINUTES  
Tuesday 17<sup>th</sup> September 2013**

**1. Opening of Meeting:** 6:07pm

**2. Present:** John Gearing, Ben Jardine, Mick Caughey, Glen Riethmuller, Debbie Morris, Andrew Crook, Courtney Stenhouse, Mark Turner, Glen Crees, Erica Carlson, Martin Morris, Warren Crook.

**Apologies:** Kristy Sharp, Tracey McFarlane, Brett de Lacy, Rob Broomhall, Cam Gethin, Stephen Crook,

**3. Minutes of Previous General Meeting dated 20/08/13**

The last General meeting was held on the 20/08/2013 at the MRC&LC. Copies of the previous minutes were distributed and read.

***Minutes dated 20/08/13 were accepted as true and correct.***

**Moved:** Ben Jardine      **Seconded:** John Gearing      **Carried**

**3.1 Business Arising from Previous Minutes**

**3.1.1 Mark Turner** – Still getting around to seeing all the clubs

**3.1.2 Sound System** – The high quality microphone has arrived. The microphone we originally thought was good isn't working properly so we need to buy another one. This will give us a good quality microphone and a moderate one. **Andrew will now** go back to Rick and tell him that the sound system is at about 60% of how we want it. If we need an external aerial to make it work then it needs to be done. The Shire has already invoiced us but it won't be getting paid until the sound system is 100% right and the job is finished. The Ag Society will contribute \$3000 to the sound system, in two lots.

**Rec Centre Sign** – Golf are still not on the sign, John thinks it's around \$40 to get them on there, **John will look** in to. Glen says Golf is in the process of doing up their plan/requests for what they require regarding the path from the course to the Rec.

**4. Treasurers Report**

- Not a lot has changed
- Term deposit is in the process of going through. Hasn't been finalised yet, due to signatories.

***Treasurer's report accepted and endorsed as true and correct.***



**Moved:** Ben Jardine

**Seconded:** Glen Creees

**Carried**

## 5. Correspondence

### Inward

- 26/8/13 Merredin.Com forms
- 27/8/13 Merredin Shire – MRC&LC Management Issues
- 27/08/13 Merredin Shire – MRC&LC Fees
- 29/08/13 Mdn Railways Tennis Membership Fee
- 10/09/13 Invoice – Mdn Shire sound System
- 10/09/13 Statement Bankwest Aug 2013
- 12/09/13 Membership Forms
  - Merredin Ag Society
  - Merredin Cricket
- 15/09/13 Apologies for Meeting
- 16/09/13 Membership Forms
  - Merredin Junior Hockey
  - Burracoppin Football Club
  - Merredin Civic bowling Club

### Outwards

- 26/08/13 Minutes from Previous meeting
- 27/08/13 Merredin Shire – Letter declining bar
- 27/08/13 Solum, Caroline Robinson – Thankyou, request for invoice
- 04/09/13 Sporting Clubs Membership Forms
- 15/09/13 Agenda for meeting

**Correspondence accepted and endorsed as true and correct.**

**Moved:** Courtney Stenhouse **Seconded:** Mick Caughey **Carried**

## 6. Agenda Items

### MARK TURNER FINDINGS

#### 6.1 Unauthorised Drinking - Golf

- Police are aware that golf have been drinking over at the shed, which is not a part of the licensed area at the MRC&LC. This is taking place on Shire land and therefore they are liable for the unauthorised drinking.
- The Shire are aware of this and would like to advise clubs that this is prohibited.
- The purpose of the Rec Centre is to have all sports in a central location, it defeats the purpose of clubs moving to the MRC&LC.
- Glen saw a Shire Councillor before they did this to make sure it was ok and as a result was of the understanding it was ok if they had fewer than 75 people. **Martin will give Mark** a copy of the licence. They did



this because the Rec Centre was full with hockey, footy, netball etc.

- Clubs that do this still purchase from the bar so the Shire is still making money.
- In future for this to take place, clubs have to send a letter to the Shire requesting permission.
- We need to streamline everything and start working together, with the Shire.

### **6.2 MRC & LC Staffing & Administration**

- There is a new administration Officer at the MRC & LC, Rose Gilbert.
- David Pettit has handed in his resignation; he finishes the end of September. Clubs may have to pitch in until a new Bar Manager is found.
- Storeroom, needs to be cleaned out a minimum of twice a year, at the completion of the season's sports. It needs to be labelled clearly so when all sports know where items go. **Mark will organise** this.
- Winter Sports will have to hand over their Rec Centre keys so we can issue summer sports with their keys.
- Bookings system is not currently working. No bookings will be taken unless and booking form is filled out to confirm. They will take tentative bookings for up to 2 weeks, if no form is received after this time the booking will be cancelled. There are procedures in place which need to be adhered to avoid issues.
- We need to communicate more between sports so we know what is going on. A perfect example is the locking up of the Centre. Is there somewhere we can display a board or some sort of spreadsheet so clubs are aware of what is booked for that week. **Mark will look into.**
- The office will be open for longer hours to accommodate sports, there will be a split shift in the office.
- Mark still needs to establish the clubs kitchen requirements.
- The key to success is staff
- Need more centre initiative programs to get people in the Centre.

### **6.3 MRC & LC End of Financial**

- Expenses approx \$970, 000, Income of approx \$316,000, loss of over \$500,000. Cost recovery is 35%, Merredin Shire subsidise 65% of the MRC & LC. An appropriate subsidy level would be 40%
- The Rec Centre has been broken down into areas and analysed to see what can be run more efficiently.
- The hydro pool to be open longer hours, booking cancellations to be charged to ensure the pool is getting maximum use.



#### **6.4 Fee Structure**

- Will come into play in October as proposed. Summer Sports will be getting invoiced one sum.
- Keep in mind the fees are a work in progress
- Mark is still meeting with clubs to finalise

#### **6.5 MOU**

- Club MOUs serve no purpose and will be getting abolished
- Rec Centre will run as a simple hire

#### **6.6 MRC & LC Bar**

- The Shire are keeping the bar
- Hopefully getting someone in to manage it with a two year contract
- Incentive package is a possibility to encourage manager to encourage them and make the place something
- Kitchen is a possibility to be a part of the package for the new manager to make it more attractive.

#### **6.7 Strategic Plans**

- All clubs need to have a strategic plan in place
- Dep of Sport and Rec won't consider any grant applications unless the club has a strategic plan
- If a club appears to be working on its member base, trying to be successful it becomes more appealing.
- **Mark can help** clubs organise their strategic plans
- Clubs need to have a strategic plan in place so the shire can incorporate items into their 10 year plan

#### **6.8 Merredin Sports Council**

- The Sports Council needs to have legitimacy with the Support of the Merredin Shire
- We need to work with the Shire to ensure the success of the Centre
- A forum for sports to work out amongst each other their needs

### **7. General Business**

#### **7.1 Turf Shelter**

- The Turf alliance want to thank John Gearing for doing up the plan for the Game Day Office/shelter for the turf at such short notice.
- We missed the funding application or August but will apply for one that comes out in February



### **7.2 Memorabilia**

- Erica and John have a proposal to put to the Sports Council executive about the display of memorabilia.
- **Organise a meeting** prior to the next sports Council meeting to go over.

### **7.3 Secretary**

- Courtney is leaving so a Secretary for Sports Council is needed.
- **Executive** to headhunt
- A possibility is to get the office staff at the MRC & LC or CRC to do it.
- DSR could offer a grant for clubs development. **Deb will look** in to and forward through details.

**Next Meeting Tuesday 15<sup>th</sup> October at 6:00pm.**

**7. Close of meeting: 8:32pm**