



**Merredin Sports Council  
General Meeting MINUTES  
Tuesday 11<sup>th</sup> October 2015**

The Meeting was declared open by President Ben Jardine at 7.10pm

**Present:**

Ben Jardine, Chairperson  
Erica Carlson, Secretary  
Brett deLacy, Treasurer  
Steve Gregory, MRC&LC Manager  
Craig Lane, Nukarni Cricket Club  
Paddy Hooper, Nukarni Football Club  
Kristy Cooper, Merredin Netball Association  
Mark Maloney, Merredin Amateur Basketball Association  
Maxine Christie, Merredin Women's Hockey Club  
Allan Walker, Civic Bowling Club  
Lisa O'Neill, Merredin Netball Association  
Tessa Crook, Burracoppin Hockey Club  
Darren Gardiner, Burracoppin Football Club  
Camray Gethin, Merredin District Lawn Tennis Club  
Luke Growden, Merredin District Lawn Tennis Club  
James Morris, Merredin Junior Cricket Association

**Apologies:** Donna Whisson, Mick Caughey, Robert Broomhall, Warren Crook, Kate Crees

**Disclosure of Interest – Nil**

**Minutes of Previous General Meeting dated 14/7/2015**

Minutes from the General Meeting held 14/07/2015 were distributed to members via email.

*Motion: That the minutes of the General Meeting dated the 14<sup>th</sup> July 2015 be accepted as a true and correct record.*

**Moved:** Kristy Cooper

**Seconded:** Lisa O'Neill

**Carried**

**Business Arising from Previous Minutes**

**Strategic Plans**

The Merredin Ag Society and the Merredin Club have both renewed their membership and haven't handed in a Strategic Plan. Our by-laws state each member is bound by the Constitution and shall;

- Be incorporated, or working towards incorporation in Western Australia under the Act or similar legislation.
- Hold a completed or be working towards completing a Strategic Plan.
- Do all that is reasonable necessary to enable the objectives of the Merredin Sports Council to be achieved.
- Become liable for such fees and subscriptions as may be fixed by the MSC.
- Appoint two adult voting Delegates to represent it at General Meetings in accordance with the MSC Constitution

Erica has made contact with the Ag Society, who have stated they will commence the process shortly. An email has been sent to the Club to establish a list of their contacts.

**Action:** Erica to continue to liaise with the Ag Society to encourage them to meet our membership

requirements. Contact details to be established at the Merredin Club and a relationship formed to enable our membership requirements to be discussed.

#### Hockey/Tennis Carpark

A Letter (tabled in correspondence) was received from the Golf Club requesting an update on the project. Erica contacted the Shire who gave the following response;

The line marking project was deferred due to more pressing priorities within the roads program. The project remains on the list and will be considered during budget deliberations for the 2016/17 budget.

Kind regards Bec

**Rebecca McCall**

Deputy Chief Executive Officer

**Action:** Merredin Sports Council to continue to liaise with the Merredin Shire to ensure the project be considered as a priority for the 2016/17 budget.

#### Central Wheatbelt Games

The idea of rejuvenating the Central Wheatbelt Games has been discussed briefly. Civic Bowling have a corporate bowls competition running in 2 blocks for six weeks at the end of the year and beginning on 2016.

**Action:** Await for feedback from the Civic Bowling on the success of their Corporate Cup bowls events. A proposal to work something on the back of these events to be considered at a later date.

#### Furniture for playroom

Grant for furniture has been sent to Bankwest. Nothing has been received and it is presumed it was not successful.

**Action:** Merredin Sports Council to further investigate other grants that maybe available.

#### Furniture for outdoor area

Ben provided an update on the patio area.

**Action:** MSC Committee to look into furniture for the new outdoor patio area.

#### Upgrade of football lights

Steve has received a quote for \$328000. Exact requirements to be finalised with the current users and quote redone. Meeting resolved that it was important to do it correct the first time, rather than doing it cheaply.

**Action:** Steve to meet with current & potential user groups to establish needs

#### Treasurers Report

Monthly Finance Report was distributed.

***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 deLacy

**Seconded:** Craig Lane

**Carried**

#### Correspondence

Monthly correspondence records were distributed.

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

**Moved:** Erica Carlson

**Seconded:** Tessa Crook

**Carried**

#### Reports/Project Updates

##### MRC&LC Building & Maintenance

##### Kitchen

Requested power points aren't a budgeted item for this year. There is also issues with the wall, as it is single brick. Two microwaves have been donated by CBH.

**Action:** Letter and plan to be submitted to John Gearing outlining power point requirements. Letter

to be written to CBH thanking them for the microwaves.

**Electronic Score Boards** – Electrician has been through and rewired and retested the plugs. Hopefully it has solved the problem.

**Leaking Roof** - Netball Grand finals were interrupted with Rain coming in on the court. Problem has been previously reported.

**Action:** Sports Council to write to the Shire and make them aware of the problem.

### **Friday Night meals**

Last rostered day on current roster is the 6/11/15.

Problems of Sports Council representatives not passing on the roster to their sport, particular sport being fussy about what weekends they do and the format for 2016 was discussed.

**Action:** Resolved that a roster system with a standard menu was the best system for sports. Erica to send old roster to Craig Lane and Steve to complete a new roster until Christmas. Sports Council representative to ensure they pass the information onto their sports.

**MRC&LC Manager Report** - MRC&LC Manager presented a verbal report.

- Store room to be cleaned up, please put the stuff back where it belongs.
- Meeting Room - Basketball/Netball/Hockey – rooms needs to be kept neat and tidy. What you put in to use, take it away. Sporting stuff to go in cages, not the room
- Fixtures to be sent to the MRC&LC asap and booking forms to be completed, so fields can be marked etc. Please hand winter keys back in and summer sports needs to arrange to pick them up.
- Steve to look into sorting out the Gas for the BBQ.
- Champions to country – Flyer held out. Breakfast to be held. Details to be back in by Thursday. Aim for 50 people.

### **Honour Boards**

Netball/Basketball are awaiting for display cabinets to be re-located to court area. Honour boards will be designed to fit it remaining designated area.

## **General Business**

### Allocation of Funds

Following from our last meeting the Executive has met to discuss how we distribute any funds raised by the Sports Council. Recommendation below;

Allocation of Sports Council Funds

To assist members to make decisions on whether funds should be allocated the following guidelines are proposed;

1. Funds allocated for distribution will be held in an account under the Merredin Sports Council Inc.
2. Funds must be allocated towards improving the infrastructure within the Shire of Merredin
3. The allocation of funds must be directed in accordance to the priority outlined in the Merredin Sports Councils Strategic Plan
4. Committee of Management may budget up to \$5000 per year for additional &/or replacement of sundry items such as tables, chairs and kitchen items.
5. For all major resurfacing costs, sports are required to contribute 1/3 of the total cost as outlined in the Shire of Merredin renewing of infrastructure policy. Sports may apply for assistance with this cost if it has been demonstrated they have planned for this expenditure in their strategic plan and significantly fundraised for this expenditure over this period of time.
6. Applications to be provided to the Committee of Management, who shall have the final decision, in writing by the 30<sup>th</sup> June each year.

**Motion: That the allocation of Sports Council funds guidelines be accepted as presented.**

**Moved:** Alan Walker

**Seconded:** Craig Lane

**Carried**

### Accreditations database

An objective of the Merredin Sports council is to maintain a database of personal accreditations and specific or special equipment that members hold that can be used to promote Sport & Recreation in the Merredin Shire. We have briefly discussed this and moved to capture this information on the renewal of Sports Council membership. The idea is good, however there are a

few issues surrounding the capture of this information. The most important one, is maintaining the information once it is captured. As accreditations expire it would be pointless to capture information and not maintain it.

We have been in discussion with the Shire, who have consulted DSR on possible ways this can be done. Options are currently being discussed and we hope to see some ideas/solutions shortly.

In the meantime, it would be beneficial if sports maintained accurate records of accredited coaches umpires and trainers, in something as simple as an excel spreadsheet. You may also want to consider capturing Working with Children check information from those coaches/umpires that require it.

Once captured the Sports Council will access the information to determine trends such as;

1. What type of courses are required to maintain the accreditations currently held
2. What type of accreditations are required
3. The opportunity to self educate/train/assess accreditations from within our own community.

**Motion: That members collect accreditation data from their members and forward to the Sports Council by March 2016. Excel template to be provided to members to fill in.**

**Moved:** Erica Carlson

**Seconded:** Tessa Crook

**Carried**

#### Delivery of Training

This item has been identified as an action needing to be followed up from the recent Strategic Planning and vision workshops the Merredin Shire held.

The action was, for the shire to provide easy and not expensive training for our volunteers in sport. The Merredin Sports Council recognises the importance of providing training opportunities to our members and lists this as one of our objectives. The Executive has therefore agreed to work with the Shire to meet this action on their behalf.

Meeting discussed what type of training each club needs and the workshops being offered by the CRC over the next 12 months.

**Action:** Sports to rsvp to CRC stating reason why they aren't attending the upcoming series of meetings. Sports to discuss topic amongst their members and approach Sports Council of any courses identified.

#### Membership Application

Our Constitution states that all new members must be accepted at a meeting. As Railways tennis were not a member last season the following motion is required.

**Motion: That the Railways Institute Tennis Club be accepted as an Associate Member of the Merredin Sports Council**

**Moved:** Lisa O'Neill

**Seconded:** Kristy Cooper

**Carried**

#### Drugs in Sport

Letter received from the CRC was tabled in Correspondence.

**Motion: That the Sports Council members agree to assist the CRC in promoting their drug free message to the wider community, through the publicity of their information and logo. That the Sports Council encourages and assists each member to look into developing policies on how they handle drug effected members.**

**Moved:** Brett de Lacy

**Seconded:** Lisa O'Neill

**Carried**

Meeting closed 8.20 pm

The next scheduled meeting for the Merredin Sports Council will be held Tuesday 8<sup>th</sup> December 2015 commencing at 7pm.

*These minutes have been approved as a correct record of the meeting held on the*

*Signed:*

*Position:*

*Date:*