



ABN: 72 893 760 500

## **ANNUAL GENERAL MEETING**

Minutes of the Hockey Albury Wodonga Annual General Meeting held on the 19<sup>th</sup> of November 2018 in the Alexander Park Clubrooms commencing at 7.10pm.

### **PRESENT:**

Board	Bert Eastoe, Michael Darmody, Doug Agar, Deb Lawrence, Kylie Heagney, Josh Mason and Cayte Campbell (Operations)
Life members	Joanne Duffy
Falcons	Wayne Nagle, Rowan Wallace, Rod White
Magpies	Darryl Lavis, Anthony Corby
Norths	Paula Harvey, Gay Harvey
Scots	Doug Agar
Wodonga	Kyle Brereton, Alan Warhurst
Wombats	Michelle Bailey
United	Jemma Lumby, Kay Lumby, Jan Willett
Wangaratta	Paula Collins, Lou Campbell, Tamara Mercer
Beechworth	Ian McVea

### **APOLOGIES:**

Resolved that the following be accepted.

Life members	Bill Russell (Public Officer)
Falcons	Hayden (Billy) Anderson
Wodonga	Don & Deb Cullen. Marg Brown
Norths	Le-Vene Horne, Tracy Wood, Daniel Moore

**Moved** Wayne Nagle, **Seconded** Gay Harvey. **Carried**

## **1. OPENING**

The President Bert Eastoe opened the meeting and explained about voting. He then went on to advise that three clubs had outstanding debts but two of them were minimal and in discussion and the third was Falcons who were cleared at the last P&S to be entitled to vote.

## **2. PROXIES**

As per submitted forms.

### **3. MINUTES OF 2017 AGM**

**Resolved:** That the Minutes of the last AGM be signed as a true and accurate record.

**Note** It was noted in error that the minutes that the Budget would be sent to the clubs. The Schedule of Fees would be sent to clubs with the Financial report forming the basis for budget purposes

**Moved:** Bert Eastoe – Chair, **Seconded** Deb Lawrence. **Carried.**

**Business arising:** Nil

### **4. PRESIDENT & BOARD REPORTS**

The President and Directors gave their reports. (these are included in the Annual report)

- President Bert Eastoe
- Competitions Deb Lawrence
- Umpires Josh Mason
- Representative Kylie Heagney
- Development Doug Agar
- Carnivals & Special Events Position vacant. Verbal report given by President.

**Resolved:** That the director's reports as read be accepted

**Moved** Bert Eastoe, **Seconded** Gay Harvey. **Carried**

- Finance Report Michael Darmody

Michael Darmody presented the 2018 Financial report with Profit & Loss & Balance sheet. Question & comments included. Payment of Loan, Wodonga turf sales, Sponsorship income, Representative expenses, Canteen income.

**Resolved:** That the Audited Financial report as presented be accepted.

**Moved** Michael Darmody, **Seconded** Alan Warhurst. **Carried**

### **5. APPOINTMENTS**

#### **5.1 Accounting**

The Association accounts have been audited by Mr. Edwin Burkitt of Milham & Davis.

A query about the independence as Milham Davis arose if the activity statements and audit are by the same person. Finance Director advised that Ed Burkitt does the audit however the BAS is completed at arm's length. If required Rod Bramich can lodge our BAS.

**Resolved:** That Milham & Davis be appointed the Associations Auditor for 2019.

**Moved** Michael Darmody, **Seconded** Deb Lawrence. **Carried.**

## 5.2 Public Officer

Bill Russell is the Public officer for the Association and is prepared to continue in that role.

## 5.3 Legal

While Legal counsel has not been appointed, it was noted that Peter Simpson of Simpson Law is prepared to assist on a needs basis.

**Moved** Michael Darmody, **Seconded** Paula Harvey. **Carried**

## 6. BUDGET & AFFILIATION FEES

Michael spoke about the 2019 budget which has a 2% rise in line with Consumer Price Index.

The proposed second part of the increase of the affiliation fees for United will not go ahead due to expense offset. Using United's figures, the cost for ground preparation and line marking is approx. \$2400 (based on market rates for 80 hours of work). The reduced amount of fees saves them \$1,200 and this is their contribution and will they pay for half the ground works. United President agreed that the figures are correct and they are happy with the middle level.

Beechworth and Wangaratta are clubs still in need of development and warrant the lower level of fees.

The Schedule of Fees will be put on the web and sent out to the Clubs later in the week.

**Resolved:** That the recommendation of a 2% rise for 2019 be adopted

**Moved:** Michael Darmody, **Seconded** Alan Warhurst. **Carried**

## 7. NOTICE OF MOTION

### FINES

**Resolved:** Change the minimum fine for offences as per the by-laws change to \$50 per offence in line with the recommendations at the P&S in 2017.

**Moved:** Bert Eastoe, **Seconded** Michael Darmody. **Carried**



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## BOARD MEMBERS

Proposed Notice of Motion as per the Agenda:

*That the Hockey Albury Wodonga Constitution, Clause 19.1 be amended to read as follows*

*The Board of Management of the Association shall be the*

- (a) President*
- (b) Directors (8). Each Director being responsible for a portfolio*
  - Finance*
  - Competitions*
  - Carnivals & Special Events*
  - Athlete Development*
  - Umpiring*
  - Junior Representative Hockey*
  - Senior Representative Hockey*
  - Marketing, Promotion and Media*

Proposed by Joanne Duffy, Life Member Representative, that the Motion be changed to the following and each Director change voted on individually.

*That the Hockey Albury Wodonga Constitution, Clause 19.1 be amended to read as follows*

*The Board of Management of the Association shall be the*

- (a) President*
- (b) Directors (8). Each Director being responsible for a portfolio*
  - Finance & Facilities*
  - Competitions*
  - Carnivals & Special Events*
  - Athlete Development*
  - Umpiring*
  - Junior Representative Hockey*
  - Senior Representative Hockey*
  - Marketing, Promotion and Media*

**Resolved** The mover and seconder agreed and the amended motion became the motion and was passed.

**Resolved:** The Director of Finance, Facilities, Marketing and Promotion role be split into two roles:

- Director of Finance
- Director of Marketing Promotion and Media

**Moved** Michael Darmody, **Seconded** Joanne Duffy. **Carried**

**Resolved:** The Director of Representatives Hockey be split into two roles:

- Director of Junior Representative Hockey
- Director of Senior Representative Hockey (concentrating mainly on Capital League)

**Moved** Bert Eastoe, **Seconded** Kylie Heagney. **Carried**

Details of the change and consequential changes to the Constitution and By-Laws are in Appendix 1.

## **8. ELECTION OF OFFICE BEARERS**

No nominations were received in line with the Constitution time frames. One was received late. The four vacant positions are the three that were due in the original rotation and

- **Finance & Facilities:** no nominations
- **Junior Rep** **Kylie Heagney**
- **Carnivals & Special Events** no nominations
- **Senior Rep** no nominations
- **Marketing Media and Promotion** no nominations

Further nominations were requested from the floor. As no further nominations were received.

The Board of Management for Hockey Albury Wodonga for 2018 is:

- **President** Bert Eastoe
- **Competitions** Deb Lawrence
- **Umpires** Josh Mason
- **Junior Representative** Kylie Heagney
- **Development** Doug Agar
- **Finance** vacant
- **Carnivals & Special Events** vacant
- **Senior Representative** vacant
- **Marketing Media and Promotion** vacant

## **GENERAL BUSINESS: (record of issues raised)**

**Tribunal Process:** We have made inroads with our tribunal process but it is a difficult task. We are trying to use the Marshals initiative to assist clubs to manage their member both on and off the field. We need to look after our umpires. A third umpire to be investigated as a possible option who can observe from the sideline and perhaps see issues better from

there. If there are any indiscretions they need to be reported to the Board or the office so they can be dealt with.

**Best & Fairest dinner:** The increase in cost for the dinner compared to last year was due to our guest speaker. All agree Eliza Ault-Connell was worth the money. An excellent speaker

**Accounts:** Advertising has gone up substantially. The difference was signage paid to support Capital League. No Bad debts is an excellent result. The loan for the Albury synthetic that was kept open with \$0.02 outstanding has now been paid off.

**Finals:** Board Members on the Tech Bench at all finals was a good move this year. Putting the results straight into OneSport and on Facebook as the finals finished was received well.

**Competitions:** Deb thanked Dionne Hartley for taking on the Masters competition this year. There will be a competitions meeting post Christmas. United were commended for their actions on the joint premiership in the U12 boys.

**Representative:** Thanks to Steve Ronnfeldt for taking on much of the Capital League coordination role. Capital League players were approached as coaches for the Canberra Rep trip due to time constraints.

**Accreditation:** Any persons who need to have their accreditation signed off on last year's courses need to contact Doug. As at the Queen's birthday weekend we hope to have all coaches qualified. RPL will be considered. There will be an elite coaches night and anyone wishing to use their RPL for accreditation will need to attend this.

**Survey:** There have only been 6 responses to the survey. We need have feedback on both the things we need to improve on and those that we are doing well.

**Umpiring:** Thanks to those who have assisted with the school umpires. It was noted the improvement in the system once Josh took over and started organising and coordinating the role compared to the start where it was all HTA's. An umpire Development Levy was mooted and will be discussed at the next P&S. It was suggested that we get HV funds included as part of the development budget.

**Teenager Development Program:** A program for juniors for development is being planned with guest speakers such as Jarrod Paine, Eliza Ault Connell and Clarke Rostier. It will be two half day sessions and three full days then three days. Each club will be asked to nominate two standouts to build skill sets.



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**Wangaratta Club:** Paula Collins spoke about Wangaratta moving forward and building with their new committee. Cathedral College is still on board for synthetic turf and they hope will be their home ground. They are looking forward to running a Coaching course locally and HAW have committed to assist them with coaching resources.

**Protective Officers:** In the past we have had persons listed on the web site as Protective Officers whom people could go to with issues. Dennis Martin and Marg Brown were the last two that could be remembered and that was about 6 years ago. Cayte to investigate and ensure we are adhering to current legislation for this for next season.

**Wodonga Turf:** We are still selling off the turf with the plan for it to be gone by Christmas.

**Border indoor.** This year two U13 teams went to the HV Indoor Championship and next week two U15 teams are going. The competition in Wodonga runs on one night - three courts. Matt Davis doing to a great job

**Fundraising:** Next year we may look to some alternative fundraising such as raffling a car but first we need to investigate the economics of it. It was suggested a Harley Davidson bike raffle might work better. Consider doing online ticketing.

**Gender Equity:** This has been discussed at all levels and we consider that we are ahead of the game in our competition with the alternating of the last (men and women) Grand Finals each year.

**Meeting closed at 9pm.**

## APPENDIX 1

### CHANGES TO THE BY LAWS – changes in red

- 1.7 The Director of **Finance & Facilities** shall:-
- 1.7.1 Be responsible to the Board for all matters involving finance.
  - 1.7.2 Carry out all duties as directed by the Board.
  - 1.7.3 On behalf of the finance committee present the budget for the following year to the Board of Management at the October meeting.
  - 1.7.4 Receive all monies and forthwith pay the same to the credit of the association and shall report thereon to each meeting of the Board of Management and shall supply full particulars of such income and expenditure to the auditor whenever required to do so.
  - 1.7.5 Present to the annual General Meeting of the association a properly audited statement of receipts and expenditure and balance sheet of the financial transactions of the association from the date of the last statement of receipts and payments and balance sheet.
  - 1.7.6 be responsible for advising clubs and/or members of monies due and be responsible for collection of same.
- 1.8 The Director of Competitions shall:-
- 1.8.1 Be responsible to the Board for all matters involving competitions conducted by the association.
  - 1.8.2 Carry out all duties as directed by the Board.
- 1.9 The Director of Carnivals & Special Events shall:-
- 1.9.1 Be responsible to the Board for all matters involving carnivals & special events.
  - 1.9.2 Prepare and submit to the Director of **Finance & Facilities** by the 31st August in each year a Carnivals & Special Events budget for the following year.
  - 1.9.3 Carry out all duties as directed by the Board.
- 1.10 The Director of Umpiring shall:-
- 1.10.1 Be responsible to the Board for all matters involving umpiring.
  - 1.10.2 Prepare and submit to the Director of **Finance & Facilities** by the 31st August in each year a umpiring budget for the following year.
  - 1.10.3 Carry out all duties as directed by the Board.
  - 1.10.4 To promote the advancement of umpiring standards by arranging suitable seminars, clinics, exhibitions, etc. for both senior and junior umpires.
- 1.11 The Director of Athlete Development shall:-
- 1.11.1 Be responsible to the Board for all matters involving athlete development.
  - 1.11.2 Prepare and submit to the Director of **Finance & Facilities** by the 31st August in each year an Athlete Development budget for the following year.



- 1.11.3 Carry out all duties as directed by the Board.
- 1.11.4 The Director of Athlete Development shall carry out where practical and within the available resources of the association the following:-

To plan and implement a programme of coaching designed to effect an improvement in playing standards at all representative team levels (including indoor hockey)

To investigate and implement within the guidelines of the National Coaching Plan a coaching plan on a continuing basis with the object of raising the standard of coaching and development of a consistency of coaching policies through-out the Albury-Wodonga district and by doing so raising the playing standard.

To undertake the organisation of a systematic programme of coaching clinics for children through the schools system to increase the numbers playing hockey and to provide coaching seminars for teachers.

To promote junior hockey.

To establish an information centre in respect of all aids and material including publications for the coaching of hockey.

- 1.12 The Director of **Junior** Representative Hockey shall:-
  - 1.12.1 Be responsible to the Board for all matters involving representative hockey.
  - 1.12.2 Prepare and submit to the Director of Finance & Facilities by the 31st August in each year a Junior Representative Hockey budget for the following year.
  - 1.12.3 Carry out all duties as directed by the Board.
- 1.13 The Director of **Senior Representative Hockey** shall:-
  - 1.13.1 Be responsible to the Board for all matters involving representative hockey.
  - 1.13.2 Prepare and submit to the Director of Finance & Facilities by the 31st August in each year a Representative Hockey budget for the following year.
  - 1.13.3 Carry out all duties as directed by the Board.
- 1.14 The Director of **Marketing, Promotion & Media** shall:-
  - 1.14.1 Be responsible to the Board for all matters involving marketing, promotion and media.
  - 1.14.2 Prepare and submit to the Director of Finance & Facilities by the 31st August in each year a marketing, promotion and media budget for the following year.
  - 1.14.3 Carry out all duties as directed by the Board.
- 1.15 These duties and responsibilities can be amended upon a resolution of the board, from year to year or month to month.

## CHANGES TO THE CONSTITUTION - changes in red

### BOARD OF MANAGEMENT

19.1 The Board of Management of the association shall be the: -

- (a) President
- (b) Directors (8). Each Director being responsible for a portfolio.
  - Finance & Facilities
  - Competitions
  - Carnivals & Special Events
  - Athlete Development
  - Umpiring
  - Junior Representative Hockey
  - Senior Representative Hockey
  - Marketing, Promotion & Media

19.2.1 The Board of Management have the power to conduct the day to day affairs of the association between Board meetings.

19.2.2 All Directors shall report to each meeting of the Board the activities of the Policy & Operating committees.

### POLICY COMMITTEES

19.2.2 Reporting to the Board through the Director responsible on the Board, are eight Policy committees each comprising of at least three persons plus the Director on the Board as the chairperson, and consist of:-

- (a) Finance & Facilities
- (b) Competitions
- (c) Carnivals & Special Events
- (d) Athlete Development
- (e) Umpiring
- (f) Junior Representative Hockey
- (g) Senior Representative Hockey
- (h) Marketing, Promotion & Media

19.2.3 Each Policy committee has the power to conduct the day to day affairs of its portfolio between Policy committee meetings in accordance with the association by-laws.

### OPERATING COMMITTEES

19.2.4 Reporting to each Policy committee (excluding Finance & Facilities) is an Operating committee each comprising of such members as determined by the Director of the Policy committee in accordance with the association by-laws.

- (a) Fixtures, Records, Investigation  
Reporting to Director, Competitions
- (b) Easter Carnival, Championships, Other Carnivals.

Reporting to Director, Carnivals & Special Events

(c) Academy, NCAS, Schools, Minkey.

Reporting to Director, Athlete Development

(d) Appointments, Assessment, Development, Rules.

Reporting to Director, Umpiring

(e) Juniors -

Appointments & Selections.

Reporting to Director, **Junior** Representative Hockey

(f) State League, Veterans, Seniors -

Appointments & Selections.

Reporting to Director, **Senior Representative Hockey**

- 19.2.5 Each Operating committee has the power to conduct the day to day affairs of its portfolio between Operating committee meetings in accordance with the association by-laws.
- 19.3 The provisions of rule 21 so far as they are applicable and with the necessary modifications, apply to and in relation to the election of persons to any of the Board mentioned in clause 19.1.
- i. Each Director of the association, with the exception of the President, shall hold office for two years. In years ending in an even number the directors of **Finance & Facilities**, carnivals & special events, **marketing, promotion & media** and **junior** representative hockey shall be elected. In years ending in an odd number the directors of competitions, umpires, athlete development and **senior representative hockey** shall be elected. The President shall hold office for a three year term and is eligible for re-election.
  - ii. In the event of a casual vacancy of any director referred to in clause (19.1) the Board may appoint one of its Policy committee members to the vacant office and the member so appointed may continue as director until that director's portfolio is due for re-election.

## Hockey Albury Wodonga 2018 AGM

### Attendance Sheet

Albury Hockey Centre Clubroom, 7.00, Monday 19 November 2018

Name	Club/Board affiliation
Paula Harvey	Norths Hockey Club
Douglas Agar	Scots/BOM
Gary Harvey	Norths/Life Member
Jemma Twmby	CRU
Kaylene Wmby	CRU
Wayne Nagle	Falcons
Rowan Wallace	FALCONS
ROD WHITE	FALCONS-LIFE MEMBER
Joanne Duffy	Life Members.
Michael Jarmosy	BOM
Darryl Hairs	Maggies
Jan Willett	CR. United
Deb Lawrence	BOM.
Anthony Cooky	Maggies -
Paula Collins	Wangaratta
Lou Campbell	Wangaratta
Josh Mason	BOM
Bert Eastoe	BOM

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### Attendance Sheet

Albury Hockey Centre Clubroom, 7.00, Monday 19 November 2018

Name	Club/Board affiliation
IAN MEVIA	BEECHWORTH.
Alan Warhurst	warrum
Kyle Heagney	Board
Kyle Brereton	WODONGA
Tamara Mercer	Wangratta
Michelle Bailly	Wombats
Cayo Campbell	Operations.