



SUNBURY LITTLE ATHLETICS CENTRE INC.

ABN 95 588 251 207
PO BOX 673
SUNBURY, VIC, 3429

Minutes of Committee Meeting Held: August 5, 2009

1. Meeting Opened: 7.41:17pm	
Present:	Gary Lampard, Joy Robinson, Jo Dinsdale, Angela Robinson, Paul Stannard, Sam Meeks, Pat Sherlock, Jeanetta Rodwell, Steve Rodwell.
Apologies:	Neil Isles, Leah Wilkins, Megan Feain, Lisa Sette, Melissa Taylor and Les McLean

2. Minutes of previous meeting:			
All accepted			
Moved:	A.Robinson	Seconded:	J.Robinson

3. Business arising from previous meetings / Status of outstanding actions:			
<p>Grants: Hume Council Grants are due in the next couple of weeks. There is an activity grant worth \$700 and the capital works grant. Sam suggested that activity grant be requested for the Coburg Vs Sunbury day. Gary suggested that the capital works grant be requested for the external high jump mat covers. The club would be able to do the shed extension liasing with the correct council committee.</p> <p>Action: Gary to write and lodge the grant requirements.</p> <p>Honour Board: Neil is currently undergoing pricings.</p> <p>Signs: Steve in under way making the required signs for the gates.</p> <p>Tax: Paul is still looking into the tax requirements and what the club is currently eligible for regarding tax exemptions.</p> <p>Audit: Paul is under way with the audit and will be focused on this over the next month.</p> <p>Police Checks: Currently only two committee members are still required to submit a police check. This will be done over the next month.</p> <p>WWC Checks: All the required committee have completed their WWC check. The book is now up to date.</p> <p>Telegraph: A letter has been sent to the Telegraph newspaper from Gary Lampard (President) and he has received an email in return to meet with the paper and discuss some future advertising of the club coming up to the start of season.</p> <p>Hat Grant: Gary will contact Maureen to see if she has the paperwork regarding the hat grant.</p> <p>Chocolate Drive: Gary will contact Vaughan (Fundraising Manager) and advise the club does want to go ahead with the chocolate drive. There was a competition with the Cadbury chocolate drive the prize is \$5000 we would need to take the option up before the end of September to go in the running.</p> <p>Cross Country Presentation: The cross country club presentation went very well at McDonalds all the competing athletes received a McDonalds voucher and a PB Certificate.</p>			
Moved:	J.Robinson	Seconded:	J.Dinsdale

4. Correspondence:

Mail In:

Hume – G Lampard

Hume

VLAA - BOM Elections

- JDS 2009/10
- Coaching Clinics
- On Trak workshop
- U14-15 Multi Event clinic

Hume – Summer Season Ground usage

VLAA – Ballot Papers

Hume – Invoice

Kismit PS - Cheque

CBA – Statement

Hume – Invoice

Hume – Sports express

VLAA – AGM General Meeting.

- Albert Park Relocation
- Uniform guidelines.
- Co opt standing committee
- Making tracks
- Registrars training

Mail Out:

Telegraph paper.

Email In:

K Marsh – NMR minutes AGM & July meeting

Kombat – Uniform artwork

Kerry Ware – Flowers for X country organisers

Louise Humphreys – 3nrg

Lauren Dick – Competition Panel Meeting

VLAA – AGM Registration reminder

Email Out:

Leader Newspaper – state athletes

3NRG

VLAA – Uniform guideline request

- Application for uniform change

Kombat – Uniform artwork request

Moved:

P.Stannard

Seconded:

S.Meeks

5. Treasurer's Report:

Currently no report as we put a budget in place last meeting and there was little activity over the previous month. Gary requested that the committee receive the basic income – outgoing – balance amounts each month. It was suggested that Paul create a purchase request for any purchases made within the committee. After Paul watched the Centrefest DVD he realised that all purchases have to be tabled.

Action: Paul to create a document for all committee members to compete for any purchases.

Joanne tabled to spend \$110 for two club members (Cat Edwards and Mandy Hiatt) to be sent on a food handler's course on August 25 in Sunbury.

Moved: S.Meeks

Second: J. Rodwell

Moved:

Paul Stannard

Seconded:

J.Rodwell

6. Region Report:

It was noted that the Secretary had not been sending through the monthly minutes to Region.

Action: Joanne to send through minutes from April, May, June & the AGM.

The next Region meeting is in Sunbury, Joy will arrange the food and drink. Sam will attend with Joy and Gary and all will bring a plate along as well on the 7th September.

Action: Gary to contact council for use of facility for the night.

Region report attached.

Moved:

J.Robinson

Seconded:

P.Stannard

7. Registrar Report:

Nil to report.

Moved:

Seconded:

8. Fundraising:

Our current sponsor list appears to be as follows:

Western Water

FMC Physio – an email has been sent for a dollar donation

Sporstco – Steve will speak to Peter to see if he will continue with the same program as last year.

3D Paint – has been confirmed with Steve they will provide paint for line marking.

Home Hardware – Jeanetta will contact the owner to see if they will provide raffle donations.

Slipstream – will contribute sign painting.

Manny’s Butcher – Jo will contact to see if they will donate meat trays for our raffles.

Rodwells – Donated medals for our Cross Country Open Day.

Goonawarra Winery – Jo to contact Shannon to see if they will continue with raffle donations

McDonalds – Jo has confirmed they are happy to contribute dink container athlete awards- Major Sponsor

IGA – Major Sponsor.

Seasol – Steve will try and contact over the next two weeks.

Bakers Delight – Jeanetta will contact to see if they will provide bread for special event days.

3NRG – Jo confirmed they will continue to promote us and have us on air.

Vaughan was chasing the following local businesses:

Target

Olive Tree

Yamaha

Sapore

Gisborne Chiropractic

We need to finalise the sponsors within the next two weeks and have their artwork (logo) sent in to Gary, Les or Neil by that time so they can make the handbook, otherwise they will only be put on our webpage.

Moved:

S.Rodwell

Seconded:

P.Sherlock

9. Team Managers Report:

We had the **Essendon Open Day** we had all the regulars attend and it made for a good day.

On the 26th July we went to Bundoora for the **State Cross-Country** event. We had good weather and great performances. All went very well and it was a well-run event by VLAA.

Cross-Country presentation day went well. The super handicap event didn't really run well. Overall our Sunbury athletes did very well.

Steve has had an email from Shane Bertrand from VLAA we have one team running in the **Sandown Relay** on August 4th they are the U8 boys their team name is the Sunbury Speed Demons.

We need to promote the success of the cross-country at the start of the track and field season to try and encourage growth in this area. Gary suggested handing out the trophies that have not been received yet and get a group photo of all the Sunbury cross-country squad to place on the website.

We need to finalise if we are having a cross-country open day next year so we can place an add on the VLAA calendar. The motion was agreed that the open day should go ahead next cross-country season.

Moved: G.Lampard

Second: P.Stannard

All in all the 2009 cross-country season has been very successful.

Moved:

P.Sherlock.

Seconded:

S.Meeks

10. Coach's Report

Nil to report

Moved:

Seconded:

11. General Business:

AGM: Gary has booked both he and Neil to attend the AGM but unfortunately Neil is now unable to attend if anyone else wants to go please let Gary know.

Handbook: - Sponsors have been sorted

- Competition Dates have been agreed upon

- Include a coaching team page to explain new system

- Policies have been signed and need to be scanned

- Program has been sorted – it is all agreed that Sunbury will run a Medallion Day (6th March) only Sunbury athletes can run for medals.

Moved: S.Rodwell

Second: P.Stannard - **All in favour.**

The Coburg day has also been locked in.

Event program: has been updated. Walks will start at 8.15am. Sam suggested that Long Jumps be altered in week 3 there are too many age groups competing and it slows the whole program down as past seasons have proved. **Moved:** P.Stannard **Second:** J.Rodwell

Pat suggested that more parents need to be involved with the triple jump process. Gary has introduced more triple jumps to help solve this problem.

Uniform: Jo and Mel have been working on a new club uniform. Over the past week everyone has seen and has commented on the new design. There has been a lot of positive feedback and the athletes also really like it. Gary suggested we order only 100 at first so we don't outlay too many dollars. We will go ahead and order 90 T-shirts and 10 singlets in a range of sizes – more in smaller sizes (size 6-10)

Jo suggested that we also order a Team Manager's top and an Assistant Team Manager's Top and the club would pay for this. It was agreed that the club would pay for these tops only. All other committee members must purchase their own committee tops.

Moved: G.Lampard **Second:** S.Meeks.

Working Bee: The Sunbury Athletics Centre will be having a working bee on the 13th of September.

Registration Days: Dates for registration days will be the 12th and 19th September. We will arrange advertising in local school newsletters including Diggers Rest and Riddells Creek P.S, there will be an email to all previous athletes, and Gary will contact the Telegraph to arrange a promotional add. Jo suggested maybe reducing the size of the advertisement in the Leader as it was very costly last year. Paul to investigate how much it cost.

Registration Packs: Registration packs will be available as of the 21st August. We will need to arrange to get them packed. Jo to see if Shane Bertrand can drop off rego packs to her.

12. Next Meeting:	Wednesday September 9th 2009
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13. Meeting Closed:	10.20:09 Thanks Ang!
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