



Central Coast Waves Basketball

Meeting Minutes
16th August 2018

Opening

The regular meeting of the Central Coast Waves Basketball was called to order at 5.30pm on 16th August 2018 in Niagara Park Stadium by Evan Bennett.

Present

Evan Bennett, Margaret Bennett, Jeanine McVay, Karen Clarke, Matt Smith, Ann Plush, Kylie Hickson, Angela Lewandowski, Sharon Coates, Aimee Morris, Michelle Page, Michelle Cleverly, Dion Spiros, Wendy Ellis, Jo Leonard.

Apologies

Tim Lewandowski, Lyndsey Plush.

Agenda

The agenda was made available and distributed to all in attendance.

Approval of Minutes from Previous Meeting

The minutes of the previous meeting were approved

Moved – Margaret Bennett

Seconded – Unanimously

Matters Arising from Previous Minutes

1. Coaches Application Procedure - Due to the issues that have risen with the board this procedure was not completed.

Motion - That this item will be carried over until the next meeting. Moved Anne Plush Seconded Margaret Bennett **Motion Passed**

2. The costing and use of courts at Lake Haven. Evan approached Lake Haven for a price as was advised that it would be \$60.00 per hour court hire. It was discussed that some parents find it difficult to transport their children there due to work commitments. It was discussed that if coaches and parents felt it necessary for a 2nd training session that it be decided between them. **Motion – That if an extra session is requested or desired that the coaches and parents come to some arrangement. This will come at an extra cost above the Representative Fees.** Moved – Evan Bennett Seconded – unanimously **Motion Passed**



3. Coaches Applications – Do we have enough coaches for all Representative Teams? We currently have coaches for all 2019 teams. We are still looking to put together teams for U12's M, U12's W and U18's W. It was suggested that we approach some of the youth league players to become coaches or assistant coaches. Evan advised that he has spoken to some of the Youth League Players about coaching.
4. Available referees – Do we have enough referees for the number of Representative Teams? Yes we currently have enough for the teams we have now.
5. Early Morning Sessions – Evan advised that early morning court hire is available at Niagara Park Stadium. If Coaches wishes to use this time available or we set up a skills and drill with different coaches. Evan advised that no coaches were interested.
6. It was decided at the beginning of the next comp Office staff would hand out to all managers information on regards to what is required for Domestic Comp. It was also suggested that we enforce that if there are no uniforms with numbers then points will be deducted for each game until teams have team colour singlets and numbered. Teams would be allowed 4 weeks to adhere to the guidelines and rules and on the 5th week penalties would apply. For the current comp It was decided that a texta would be provided with the clip boards and each child need a number on leg and arm.
- 7.

Correspondence In

Email regarding Seaside Classic Port Macquarie

Email from Lori and Graeme Brown re resignation

Email from Michael Madigan re resignation

Email form Angela Lowendowski re support from the club for the kids who made Jamboree in October

Correspondence Out

Not available



Presidents Report

It has been a difficult year. However, we have a lot of children that want to play and our club has grown greatly. We have now moved forward our trial dates so to incorporate our Representative teams in training and participation of Port Macquarie Seaside Classic. The training and team nomination fee for Seaside Classic is included in the Representative fees. The Coastal Classic Tournament at Terrigal is optional if a Coach wishes to put in a team.

Treasurer's Report

Not available – held over until next meeting

Fundraising Report

Not available – held over until next meeting

Presentation Committee Report

Quick discussion on the progress of the organization of Presentation day. Everything is going smoothly. Invites are ready to go and will be sent to Managers next week. Regarding the big slide their public liability insurance runs out on the 14th September 2018. Once they have their C.O.C it will be forwarded to Jeanine, sent to Council to be signed off. There is a \$500.00 float for reimbursement of expenses for items related to presentation day.

Open Issues

Evan welcomed and thanked everyone in attendance. Evan advised that Lori and Graeme Brown along with Michael Madigan have officially resigned via email sent on Friday 10th August. As President of the Club Evan personally phoned the above mentioned and thanked them for their contribution to our Club and wished them well. This now leaves several openings for board member that will be required to be filled tonight. It is requested that anyone who is nominated and accepts the position will do so until the AGM.



Nominations:

Director of Administrations	Nominated Sharon Coates Nominated by Ann Plush Seconded by Angela Lewandowski Sharon Coates Accepted Motion passed
Director of Finance	Nominated Michelle Cleverly Nominated by Angela Lewandowski Seconded by Sharon Coates Michelle Cleverly Accepted Motion passed
Director of Member Services	Nominated Ann Plush Nominated by Angela Lewondowski Seconded by Sharon Coates Ann Plush Accepted Motion passed
Director of Sports Development	Nominated Angela Lewondowski Nominated by Seconded by Ann Plush Angela Lewondowski Accetped. Motion passed
Public Officer	Nominated Wendy Ellis Nominated by Angela Lewondowski Seconded by Michelle Cleverly Wendy Ellis Accepted Motion passed
Gear Steward	Nominated Karen Clarke Nominated by Ann Plush Seconded by Angela Lowendoski Karen Clarke Accepted Motion passed



Member Protection Officer

Nominated Kylie Hickson
Nominated by Ann Plush
Seconded by Angela Lowendowski
Kylie Hickson Accepted
Motion passed

First Aid Officers

Nominated Karen Clarke, Jeanine McVay and
Kylie Bullock
Nominated by Ann Plush
Seconded by Sharon Coates
Accepted
Motion passed

Fundraising Officer

Nominated Jo Leonard
Nominated by Aimee Morris
Seconded by Sharon Coates
Joe Leonard Accepted
Motion passed

Finance Assistant

Nominated Margaret Bennett
Nominated by Angela Lowendowski
Seconded by Ann Plush
Margaret Bennett Accepted
Motion passed

New Business

1. Jo Leonard discussed how the publicity of the club is handled. Jo said she would be happy to incorporate some publicity under Fundraising. It was suggested that Fundraising and Publicity be brought under the same banner in the new Constitution. After discussion it was decided that in the new Constitution it will be kept and 2 separate roles
2. Bank Signatures – Currently there only two (2) people with bank signature those being Margaret Bennett and Karen Clarke. Margaret requested that outstanding and current invoices be paid immediately with the current signatures available. These invoices were on going for the girls wages (until such time we have other available signatures), Basketball NSW ARP Payment – currently overdue and Matt Smith – BTHW for presentation times (Managers Jackets and Players warm



- up tops). **Moved – Margaret Bennett Seconded by Ann Plush. Motion Passed**
3. It was agreed that Michelle Cleverly and Wendy Ellis will be set up as additional signatures. **Moved – Margaret Bennett Seconded by Angela Lowendowski Motion Passed -- Action Margaret Bennett to arrange for Michelle Cleverly and Wendy Ellis to become signatures**
 4. It was agreed that Margaret Bennett be removed as a bank signature. **Moved - Angela Lowendowski Seconded unanimously Motion Passed -- Action Margaret Bennett to arrange for her name to be taken off as a bank signature**
 5. Ann requested that at least one member of the Clubs office staff attend our meetings as they are often involved in many decisions that are made. They also know first hand what is going on in a day to day basis. **Moved Ann Plush Seconded unanimously Motion Passed.**
 6. Evan advise that the last 6 weeks of term 4 that any Representative Team training on a Thursday night will have to move to a Friday night due to the courts being booked out for Hockey. The question was asked if the coach decided that Friday did not suit they could look at alternative courts and Waves will cover the cost of the hire for those 6 weeks.
 7. Development team – Are we having development team this year? We are currently waiting on NSW Basketball as to how it will be organized this year. If there will be CPL, Div 1 an Div 2 or Div1, Div 2 and Div3. Evan believes if they have a Div 3 comp that we should enter teams if we have the numbers. If this is not the case Evan was under the understanding that some of the coaches will be having 5 or 6 train on players.
 8. It was suggested that we could train our extra players to play in Port Macquarie. As a club we are only allowed to enter 2 teams per age group so this would not be the case.
 9. Under 14's W and U16's M will be naming squads not teams. The commitment fee of \$100.00 will cover cost of training until Port Macquarie and Port Macquarie Entry Fee. The teams will be announced after Port Macquarie.
 10. All new members will now expire at the AGM of each year. **Moved Margaret Bennett Seconded Ann Plush Motion Moved**
 11. Representative Fees
 - \$600 first child
 - \$570 second child
 - \$550 third child
 - \$300 development child



\$100 commitment fee non – refundable (this covers training up till Port Macquarie and Port Macquarie entry fee)

A breakdown of these fees to be put into the representative booklet

12. Team commitment day set for 1st September
13. Managers to be appointed before Club Day. Anyone interested in becoming a manager for their child's team should email the club to advise the Coach. Coach will then be picked. It was also decided that unless we have no other option we will not have husband and wife as Coach and Manager.
14. Will there be some financial funding for the children that made Jamboree. Yes the club always has made available some funds and will continue.
15. It was discussed re the selection of Awards and our structure on how the awards picked. We currently have not policy and procedure. There is too much conjecture and inuendo sitting on those people making those decisions with no guidelines to follow. It was suggested that we put something in place for the 2019 Representative season such as a criteria and guidelines to follow. It was discussed with some draft/examples of how we could proceed with this. We discussed the use of a point system 3,2,1 for the MVP and players player. It was noted that the Coaches are happy to still pick the MVP as they already do. It was decided that it would be beneficial to have a meeting with the Coaches and discuss their input to so a start to setting up a policy and procedure. Evan will approach coaches as to their input.

Adjournment

Meeting was adjourned at 8pm by Evan Bennett. The next general meeting will be at 6.30pm on 30th August, in Niagara Park Stadium. A special meeting will be held first where the new constitution will be discussed at 5.30pm.

Minutes submitted by: Sharon Coates

Approved by: