

# COFFS HARBOUR BASKETBALL

## 6<sup>th</sup> June 2022 Amended Meeting Notice and Agenda Coffs Harbour Board of Management

**Meeting:** Coffs Harbour Basketball Association Board of Management  
Felicity Cook

**Convened by:**

**Attendees:** Michelle Betland, Leonie Woodward, Michelle Parker, Natalie Ballard, Adam Jones, Ashley Markham & Elliot Plater (zoom)

**Location:** Sports Central

**Date and time:** Monday 6<sup>th</sup> June 7:00pm

**Apologies:** Nil

**Minutes by:** Secretary Natalie Ballard

### Meeting Minutes

No.	Agenda item
1	Meeting Open and Welcome
2	<b>Attendance:</b> As per above
3	<b>Apologies:</b> Nil apologies for this meeting
5	<b>Business Arising Previous Minutes / outstanding items open items.</b> Discussion regarding meeting minutes and how these will be communicated to members supporting motion put forward and passed at AGM. Meeting minutes to be posted to CHBA website following BOM meetings for members to access.  Adam has spent time since last meeting looking at various aspects of competitions and referees to discuss in General Business role as director.  CHBA staff emails to be consolidated to make more user friendly for members to contact and have their matter addressed by the appropriate person.
6	<b>Correspondence in/out:</b> Email from Judy Smith received by President Resignation received from Jeremy Salter and Bryce Suly effective 01/07/2022
7	<b>Electronic Voting</b> nil

8	<p><b>Financial Director Report:</b>  Report Tabled.  General discussion regarding current state of finances  Main priority is organising court bookings and payments for upcoming month</p>
9	<p><b>Coaches Director Report:</b>  Coaches' director report tabled by Felicity Cook.</p>

	<p>General discussion had regarding report. Discussion held around online opportunities for free online courses that can be provided to domestic/new coaches  Action Item: Felicity to move forward with organising 3 x July school holiday clinics and seeking guest coaches to attend and run these with the support of CHBA coaches</p>
10	<p><b>Rep Director Report:</b>  No report tabled for meeting.  General discussion had on current state of representative programs/teams including issues with representative referees for the representative round just completed.  Action Item: CHBA players/coaches/referees who have been selected for Nationals to be supported with \$500 payment by CHBA as agreed in previous BOM motion. Michelle to look at making these payments to those eligible</p>
11	<p><b>Referee Director:</b>  No report tabled as no current referee director undertaking portfolio.  Discussion held around RDO &amp; Referee Supervisor positions and the pathway forward of roles within CHBA. Need to finalise this to ensure our domestic referee program continues to progress and our green shirt referees have opportunity for development and assessment  Action Item: Adam to make contact and arrange meeting to discuss with RDO &amp; Supervisors.</p>
12	<p><b>Competitions Director Report:</b>  No report tabled as no current referee director undertaking portfolio. Adam has sought quotes for trophy ideas for senior men and women finalise coming up. Adam raised idea of different form of recognition for finals this season, board unanimously agreed.  Action Item: Adam to place order for current season senior men's and women's finals.</p>

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**General Business:**

**Email from Judy Smith:**

Judy has recently spent time in the CHBA office with Steph, Jeremy and Bryce supporting them and the BOM. Judy has provided some suggestions for the board to look at ranging from paid staff, competitions, refereeing, financials and player development, including those that require immediate action.

Action Item: Board to continue to work on suggestions provided addressing as a priority the paid office manager position.

**Department of Fair Trade:**

2021 documents have been lodged and all associated Department of Fair-Trade requirements are current.

**Web Page and Regulation Updates:**

CHBA website requires review and updating including paid staff, board members and our regulations to ensure these are current and looking at addition to meeting minutes to be added.

Action Item: Ashley has sought required access and will work on completing required updates to website

**Women's Draft League:**

Suggested that for the Senior Women to go back to the draft league due to JPL NJL finishing up and giving the younger players an opportunity to play with the Snr women.

	<p>Action Item: Draft League nominations for Snr Women to be sent out for Term 3 Competition.</p> <p><b>Sunshine Conference:</b> Expressions of Interest to be posted to determine nominations. Action Item: Natalie to post Expression of Interest via Google Docs.</p> <p><b>North Coast Shield:</b> Email sent to North Coast Shield to ascertain if CHBA can nominate teams from the academy kids. Awaiting response.</p> <p><b>Publicity Officer:</b> Discussion regarding publicity officer. Action Item: Felicity to arrange meeting with Aiden to discuss this role.</p> <p><b>Junior Domestic Competition:</b> A few of the Bayside Bandits teams are struggling due to players not playing or not enough. Discussion regarding the age group delegate form that was sent out and making contact with those nominations to form a committee for Juniors. Action Item: Natalie to find results of form and bring to the board those that nominated.</p> <p><b>CHBA Member Forums:</b> General discussion was held around current state of CHBA including recent resignations, concerns from members around this and social media posts. Action Item: Open forums to be organised and held to allow an open line of communication for any concerns or issues to be raised and discussed with the BOM and look at ideas to proactively work together to move forward as an association through suggestions or ideas from members.</p> <p>Sub-committees &amp; Role of Directors were on the agenda however due to time restrictions unable to be discussed tonight and held over to next BOM meeting.</p>
14	<p><b>Next Meeting:</b> Teams meeting to be determined. <i>Standard Board Meetings: 3<sup>rd</sup> Monday of the Month 630pm at sports central.</i></p>
15	<p><b>Meeting Close:</b> Felicity closed the meeting 9:15pm</p>