

COFFS HARBOUR BASKETBALL

16th May 2022 Amended Meeting Notice and Agenda Coffs Harbour Board of Management

Meeting: Coffs Harbour Basketball Association Board of Management
Convened by: President Eliot Plater
Attendees: Michelle Betland, Leonie Woodward, Michelle Parker, Chris Knight, Adam Jones, Elliot Plater
Location: Sports Central
Date and time: Monday 16th May 1800hrs
Apologies: Nil
Minutes by: Secretary Natalie Ballard

Meeting Minutes

No.	Agenda item
1	Meeting Open and Welcome (staff not invited to this meeting as it is the first meeting of the new board)
2	Attendance: As per above
3	Apologies: Nil apologies for this meeting
4	April Meeting held off due to General Meeting being held for members.
5	Business Arising Previous Minutes / outstanding items open items. Discussion regarding all meeting minutes. Secretary to continue to seek historical minutes and advise board when actioned.
6	Correspondence in/out : Department of Fair Trade – Documents have been finalised and submitted.
7	Electronic Voting Appointed Director Role Felicity Cook – Felicity sought clarification of term remaining for appointed director role that she currently holds due to advice received. Clarified through fair trading documents length of term and board supported this clarification. Action Item: President to advise outcome and details to Felicity
8	Financial Director Report: Report Tabled. General discussion regarding current state of finances

	<p>Motion moved by Natalie Ballard and seconded Michelle Parker for bank signatories for Coffs Harbour Basketball financial accounts. Signatories Michelle Betland, Elliot Plater Stephanie Rickards. Motion moved and approved by board.</p>
9	<p>Coaches Director Report: Coaches' director report tabled by Felicity Cook. General discussion had regarding report Agreed Action Item: Promotion of coaching opportunities with senior players for Monday skills sessions to be undertaken.</p>
10	<p>Rep Director Report: Rep director report tabled by Leonie Woodward General discussion had regarding report including successful representative home round weekend. No action items raised from report.</p>
11	<p>Referee Director: No report tabled as no current referee director undertaking portfolio.</p> <p>Discussion held around RDO position and agreed BOM member to have line of communication with RDO and RS to work more collaboratively.</p> <p>Discussion regarding senior referees, JPL, YLM and the future and what is needed, RDO working with Snr refs in their development programs and progression.</p> <p>CK tabled informal concern and action was for NB to follow up any actual formal request from parties.</p> <p>New BOM member AJ asked for details of RDO structure, duties and agreed wage/conditions. MB verbally provided details.</p>
12	<p>Competitions Director Report: No report tabled as no current referee director undertaking portfolio. General discussion undertaken regarding portfolio moving forward with BOM members to seek more information to have understanding of role in decision to take on this portfolio. Action NB to provide role description</p>
13	<p>General Business: Letter from Secretary tabled regarding events leading up to and during AGM. General discussion had regarding this and recognition of CHBA volunteers and the work they undertake. Discussion undertaken regarding survey of all members to gain understanding of concerns or what is needed, and confirmation provided of purpose of working party.</p> <p>General discussion had regarding invited director positions and options considered.</p> <p>General discussion re banners in the stadium on Friday night, agreed it can be done but would need to have permission from stadium manager to confirm no conflict with their sponsorship packages. General discussion regarding changes coming in relation to JPL teams, to be communicated wider once finalised.</p> <p>CHBA and Braves Merger Working Party. Zoom meeting held with independent, Geoff Tripp Natalie Ballard and Shane Dunlop. The meeting was scheduled to provide update on Terms of Reference and Heads of Agreement documents, that had been brought up at the previous meeting</p>

	<p>prior to outgoing President's departure and non-attendance at previous meeting due to work commitments. Confirmed CHBA committed to working party and terms of reference to be a part of the process and a communications package to be provided to all members, including the process as previously discussed. Next meeting scheduled for after June long weekend where the new president other CHBA representative are to be involved.</p> <p>Public Officer: Motion moved by Leonie Woodward and Seconded by Michelle Betland that Natalie Ballard secretary of the Coffs Harbour Basketball Association be listed as the Public Officer with the Department of fair trade and the Form A9 be completed and submitted to the Department of fair trade. Motion Carried.</p>
14	<p>Next Meeting: Teams meeting to be determined. <i>Standard Board Meetings: 3rd Monday of the Month 630pm at sports central.</i></p>
15	<p>Meeting Close: President closed the meeting 2019hrs</p>