

Meeting of the Bankstown Sports AFL Club

Date: Tuesday 6th December 2016

Location: Bankstown Sports Club

In Attendance:

Tim Hall	President
Matt Oliver (MO)	Vice-President
Wayne Yeend (WY)	Secretary
Karella Taylor (KT)	Registrar
Mudassir Ishtiaq (MI)	Treasurer
Michael Macey (MM)	General Committee Member - Sponsorship
Phil Spratt (PSP)	General Committee Member
Paul Swinton (PSw)	General Committee Member

Guests:

Sam Zikman (SZ)	AFL
Pat Donnelly (PD)	Under 11s Coach
Andrew Fanning (AF)	Under 12s Coach

Agenda Item 1: Meeting Opening

MO opened the meeting at 7:13 pm. TH welcomed the 2017 committee members and guests. TH expressed thanks to the inaugural committee members, ably led by MO.

Agenda Item 2: Secretary's Report

2.1 Apologies

Alicia Oliver (AO) General Committee Member – Multi Media
Greg Roberts (GR) General Committee Member

2.2 Previous Minutes

The previous minutes were not able to be presented. The last meeting evolved around discussions for the upcoming AGM and end of year presentation day.

2.3 Previous Action Items

Action Item #25: Purchase of a Siren – MM advised he had inquired into the cost of a siren which would be around \$487 + installation costs. It may be possible to get this installed for free. The committee felt a siren would be a good asset for the club. It was agreed to revisit this closer to the start of the next season to see if the cost can be justified. **Target Date:** 31/03/2017

Action Item #28: First Aid / Emergency Response – It is a requirement to have an Emergency Response Certificate. One of the club's major costs last year was the costs of a medico. SZ advised that the AFL runs training courses. The club could pay attendance fees as each match would need someone to attend. SZ advised that it is usual to pay \$25 for game which would be up to \$100 if all 4 teams played. This is much cheaper than current payments. AF advised there could be a couple of parents already qualified. WY to send an email to all parents to identify if anyone had relevant first aid / emergency response certificate and if they would be interested in attending home matches. **Target Date:** 28/02/2017.

Action Item #35: Additional Footballs – A discussion was held on the number and associated costs of footballs required for each grade as there is a need for an age-appropriate size for each team. Costs

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varied from \$22 for size-2 training balls to \$84 for match footballs. H will check with Maree Kanaan if these costs would be reimbursed. MO will review our existing supplies and requirements for the 2017 team and order additional footballs as required. MO will report the status at the next committee meeting.

2.4 Correspondence In/Out

WY discussed correspondence received since last Committee meeting which included:

- Bankstown Sports club letter requesting clubs clearly and separately report in their financial statements all Bankstown sports club subsidies and funding.
- NSW junior football newsletter advising that all registrations for junior AFL and Auskick are now open and the AFL is providing a club marketing kit to each club at a cost of \$250.

Agenda Item 3: Treasurers Report

MI tabled details of the clubs financial status and recent expenses and receipts. Summary:

- Closing balance at NAB as at 23/11/2016 was \$4,092.
- Incoming items included: \$1,200 registration fees from presentation day; \$541 online registration fees; \$260 Auskick incentive; \$631 AFL Sports Star, \$230 raffle proceeds.
- Outgoing items included \$420 presentation catering expenses and \$350 movie day costs.

MI provide the committee with a detailed financial statement showing costs and receipts on a month by basis.

MI explained the importance of issuing receipts with a clear description of the nature of the item and the date as not all items had a receipt and some were not legible or did not provide any details. In addition, MI advised that going forward better control of cash income and payments would be needed especially regarding the canteen and umpire fees. It is important that funds are kept separate are not comingled.

The Committee noted that the online registration opened after our presentation day. Ideally, we would like to encourage online registration as this provided clearer records and avoided manually handling cash. For 2017 the committee should consider holding presentation day after online registrations had commenced.

Committee also noted there is a fee charged for all online registrations.

The Committee noted that the club's financials must be lodged with the NSW Fair Trading office.

Discussion was held on accounting software to help the Treasurer maintain club records. An example was TinyHQ accounting software.

Action Item 36: SZ to provide an AFL letter regarding umpire fees so the club can seek reimbursement of umpire costs for 2016.

Agenda Item 4 Planning

4.1 Game Day Scheduling

- a) We may have two Under 9 teams in 2017. Discussion was held around ability to play all games at once especially if we also have Under 10s game.
- b) Possibility of Friday night game was also discussed. One option was 1 game per team in each half of the season. 8 teams in all.

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- c) Discussion was held around our holding pre-season games with our neighbouring teams such as South West Tigers, Liverpool Eagles, Moorebank Magpies and Penshurst Panthers.

4.2 AFL Schools Program - The club is targeting schools near Kelso Oval for Terms 1 & 2 in 2017. Start advising schools of the school program on either 8th or 15th February.

4.3 2017 Season Launch

Key dates: Schools return 30/01/2017

Club footy starts 02/04/2017

Auskick starts 29/04/2017

Agreed that we should hold two “come and try” open days on Wednesday evening on the 08/02/2017 and 15/02/2017.

The GWS Giants AFL club have advised that they will commit to having 4 Giants players available to the club from 5:00 - 7:30-for the pre-season. Date TBA.

Committee agreed that pre-season training would be held on Wednesday and Friday nights.

Practice games could be held on Sunday 12/03/2017 and 19/03/2017.

Action Item 37: MO to book Kelso Oval with the Bankstown Canterbury Council for practice nights and practice games.

4.4 Teams

- Several of our Youth Girls will be playing in the Catholic Girls High School competition.
- AFL is promoting youth girls football at the Mt. Saint Joseph Girls high school.

4.5 Recruitment & Registration

School newsletters should be sent out at the start of the year. SZ advised AFL will provide 1,000 flyers.

4.6 Sponsorship

The Committee agreed to a \$500 sponsorship package.

MM advised he can purchase sport jackets at a cost of \$32 plus \$5 per logo. MM also advised, on behalf of GR, of a donation of \$1,500 to buy 60 jackets.

MM shared copies of sponsorship and marketing packs he has obtained from other nearby clubs who were willing to help us out with ideas. MM advised he will finish the sponsorship package brochure/material by 31/12/2016.

A discussion was held on a PA system that the AFL could provide to the club. Question on “In Kind” invoice. SZ advised the AFL prefers “in Kind” to be capital.

Action Item 38: MM to prepare a sponsorship package by 31/12/2016.

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4.7 Registrar Update

At the moment the club had:

- 26 club players registered for 2017 including the Youth Girls and Youth Boys
- 9 Auskickers registered

At the moment the retention rate is 23%. Our goal is to have a retention rate of 80+%.

4.8 Grounds Manager (GM) – This position must be accredited with the AFL. There is one GM meeting a year. The Committee discussed the option of having a paid GM. SZ advised that a fee of \$25 would be reasonable and our Auskick coach (Jay) and several AFL staff could be interested.

Agenda Item 5 Any Other Business

5.1 Club Song – A question was raised about the status of the club song. The committee agreed that a modified version of the Western Bulldogs AFL club song would be the best option. SZ advised the club could purchase the instrumental version of the AFL Western Bulldogs club song and we could arrange for a local choir or barbershop quartet to provide the lyrics.

5.2 Mission Statement / Vision – The Committee discussed the need for the club to formally document a mission statement and the club's vision. The Committee believed that at this early stage of the club it was not critical to have these.

5.3 Canteen – TH advised he had spoken to our 2016 canteen manager (Penny Thirkell) who was not keen to provide information on any concerns and issues around running the canteen. TH will continue to try and have a chat with her.

5.4 Social Media – TH had held discussion with other clubs about their use of social media. For example, the Goannas web site was very good and Camden had their own domain name which cost them around \$150 pa plus \$10 month to maintain. Our current set up needs improvements to be made. TH also advised that the club needs to get Facebook up and running.

5.5 Coaches – TH advised that he believed it was important for the coaches to have a voice at each committee meeting. This could be a shared role on a roster basis. The Committee agreed.

PSP advised he is prepared to help out with the coaches on Wednesday and Friday evenings.

5.6 Player Fees for 2017

Discussions were held on the pricing of Auskick and Club player fees. A number of options were considered but it was agreed to keep the fees at the previously agreed amounts.

5.7 Fundraising – The best options are Bunnings BBQ, Woollies BBQ and a McDonald's night. MM will approach these parties to find out what our options are.

Agenda Item 7 Meeting Close

Next Meeting: Tuesday 24/01/2017 at Bankstown Sports Club at 7:00 pm

The Meeting was declared closed at 9:47 pm