



## Management Committee Minutes

16 October 2023

**Attendance:** Jane Stoodley, Nicole Cadogan, Dwight Graham, Liz Gold, Hannah Morgan, Janine Curtis, Nadine Gallaway, Lauren Jukes, David Cadogan

**Apologies:** Nick Osborne, Bec Farquharson, Jacqui Garcia, Donna Endresz, Emily Reed, Jackie Jukes, Amber Collits, Jess Grissell, Veronica Lange, Caitlin, Andrew Trenfield, Nikki Spence, Kat Easton, Liv Lane, Alex Connell

### Management Committee Meeting Opened: 6.27pm

1. **Previous Minutes:** The Secretary moved that the minutes from the previous meeting held on 6 September 2023 be accepted as a true and accurate record.

**Seconded:** Liz Gold

**Carried**

2. **Action Items:** Janine reviewed the open action items in Attachment 1

3. **Correspondence:** See attachment 2.

4. **Out of session Business:**

Exec agreed to purchase 10 tickets to NNA's Inaugural Awards Presentation Night being held on 28 Oct at total cost of \$200 [confirmed via *Exec group chat 11 Sept 2023*]

5. **Treasurer's Report:** The Treasurer presented the September report at Attachment 3 and moved that the report be accepted.

**Seconded:** Nicole

**Carried**

Nicole advised to consider reducing junior registration costs in 2024 as NSW Active Kids vouchers have been reduced. Dwight to consider as part of budget in 2024.

Nicole advised Club is reconsidering raffle proceeds vs return on numbers attending – for consideration in budget. We need to provide a better Club focus, rather than a team focus to increase attendance numbers.

6. **Registrar's Report:** See AGM report

7. **Coaching Convenor Report:** Hannah excited about the new role.

8. **Umpiring Convenor's Report:** Nil

9. **Uniform Coordinator Report:** Liz to purchase uniforms ready for registration day.

10. **Fundraising Report:** Nil to report, but will work on plan for 2024 which will include raffles, trivia night and pie drive

11. **Publicity Report:** Comms are going well.

12. **Tri-Series Report:** Jane advised that EOIs coming in for players. Coaching staff have been appointed.

Congratulations to Dwight & Sara (co-coaches of Champs), Jackie & Andrew (co-coaches of Opens), and Nick &

Hannah (Head and Assistant Coaches of 23s) for appointments. Trials will take place on Thu 26 Oct & 2 Nov, commencing 5.45pm. Thanks to those who have volunteered to help out at trials. Selections discussions will take place post-trials. Need more promotion for additional player EOIs.

**ACTION ITEM #121:** Donna to promote on socials.

13. **Strategic Committee Report:** See AGM report

14. **Sponsorship status update (President)**

Liz advised that Tilly's indicated they are interested in sponsoring us again in 2024 along with a soccer club.

15. **Social Coordinator Business**

Presentation wrap up. Junior – turn gazebo around. Hire a dedicated photographer for both junior and senior presentation. From Kat: Thanks to everyone who helped for presentation especially Liz. Just a note that if we run with Paint & Sip, I have all the easels and leftover paint/rags at Kat's home.

**Any Other Business:**

Dwight raised end of season feedback and this will be considered at next Strategic Committee.

16. **Next Meeting Date:** 11.30am Sunday 19 Nov for committee meeting with end of season lunch and bowls

**Dates to note:**

Registration Day Sat 3 February

Proposed NNA game dates – see Attachment 4

**Meeting Closed: 7.16pm**

*Janine Curtis*

Janine Curtis

Secretary

## Attachment 1: Open Action Items

**As of 16 October 2023**

	Action Item	Lead	Due by	Status
2	Regular review of goals and tasks	Secretary	May 2023	Standing agenda item two or three times per year
12	Promote rego through Club signage	Nicole	<del>12 Oct 22</del> April 2023 July 2023	MWBC advised they would be happy to have their sports club signage up permanently. [Nick] 28/11/22: Quotes received. [Nick 29/12/22]" Nick has received 10 x coreflute signs 900mm x 600mm CM 23/01/22. Meeting will defer decision re large sign until later in the season. For April meeting. CM 03/04/23. Meeting will defer decision re large sign until at least July CM 26/6/23. Nicole advised she is liaising with Baseball and Cricket Clubs re potential to create single large sign that acknowledges sponsorship to several sports Clubs. CM 7/8/23. Nicole has engaged Cricket and Baseball clubs. She is waiting on final details from them, but reports that they are in favour of the intent. CM 6/9/23: No further details. Nicole to continue to chase up CM 16/10/23: Nicole has been in touch with other clubs. Cricket has signage contact and are taking the lead.
30	Update / refresh Club website	Asst CommsO / Nick	01 Jan 24	CM 24 Feb 23: Nick to engage MCM to see if we can separate database from website, and maintain emails. Intent is to possibly revert to PlayHQ website options. 3/2/23 Nick discussed with and sent email to MCM who will send other design options via email.
31	Explore vacation care activity or come and try netball session through WEMOOSH for example. Bec available to assist.	Alex / Bec Strat Planners	2024	Strategic Planning Committee to review in 2024
66	Registrar consider the "really late registration" factor when building teams	Registrar	30 Jan 24	
67	Registrar be observer in 2024 selections, but NOT a selector	Selectors	30 Jan 24	
NEW ACTION ITEMS FROM 15 May 23				
76	Nick & Hannah to action potential training opportunities expressed in Hannah Morgan's email	Hannah / Nick	CLOSED	Added to 2024 Coaching Convenor tasks.

	Action Item	Lead	Due by	Status
<b>ACTION ITEMS FROM 26 June 23</b>				
80	Donna to present umpiring training proposal to Exec out of session	Donna	01 Jan 24	
90	Janine to create a flyer to promote registration for next season	Janine	CLOSED	
<b>ACTION ITEMS FROM 07 Aug 23</b>				
92	Janine & Nick to add any past enquiries' details to OneDrive\2024\Registrar\2023 Enquiries	Nick / Janine	01 Jan 24	Ongoing
93	Liz to provide costing for stock for try-ons ready for registration day and have all sizes available	Liz	CLOSED	6/9/23: \$600 approved to purchase sizing stock
94	Nicole to contact Molycop re: continuing sponsorship. Uniform Coord to buy appropriate apparel as soon as members register	Nicole / Uniform Coord	01 Dec 23	6/9/23: Nicole advised no action as yet. However, Club to manage 2024 purchase at risk.
102	Liz to get costs for chair and Jacqui can assist with screen printing by next meeting	Liz / Jacque	CLOSED	This is part of Club Feedback outcomes. Only one request for chairs, therefore recommended close this action.
<b>NEW ACTIONS FROM 06 Sep 23</b>				
103	Liz and Dwight to consider cost to provide stock for sale at rego day, for presentation to Exec out of session	Liz	CLOSED	Liz to order stock
104	Kat to create new survey that covers several topics such as social activities and merchandise. Nick to use forms for the survey, and to create QR code for use at Presentation.	Kat / Nick	CLOSED	Results emailed to Exec on 9 <sup>th</sup> October
105	Submit Smartygrants reconciliation for NettyHead grant	Registrar / Treasurer	CLOSED	Submitted
106	Amy to draft a change proposal re NNA forfeit rules for the Executive (Action: Secretary) to present to NNA	Amy / Janine	01 Oct 23	16/10/23: Janine to contact Amy
107	Coaches and managers to get names of prospective umpires to the Umpiring Convenor early in 2024	Coaches / Managers	30 Jan 24	
108	Buy up to five benches (at approx. \$55 per bench), with Nicole to arrange placing the "Currawong" and "Waratah Netball" logo on the benches	Dwight/Nicole	01 Jan 24	Benches bought 8 <sup>th</sup> September. Still waiting on logos (Nicole)
109	Tri-series coaches and managers to ensure each team is suitably represented at the Tri-series Presentation evening	Tri-series	CLOSED	Tickets bought
110	Strat Rec #1: Set up a Netball board in the Bowlo	Nicole / Liv	01 Jan 24	
110	Strat Rec #2: Survey membership by adding question to AI 104	Kat	CLOSED	Results emailed to Exec on 9 <sup>th</sup> October
111	Strat Rec #3: investigate the use of "Stack" app for Club wide messaging instead of a closed Facebook group	Nicole	CLOSED	Under trial with Nicole.

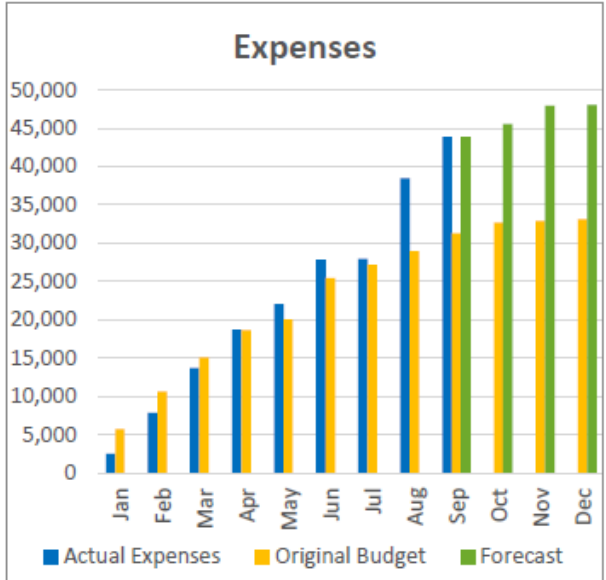
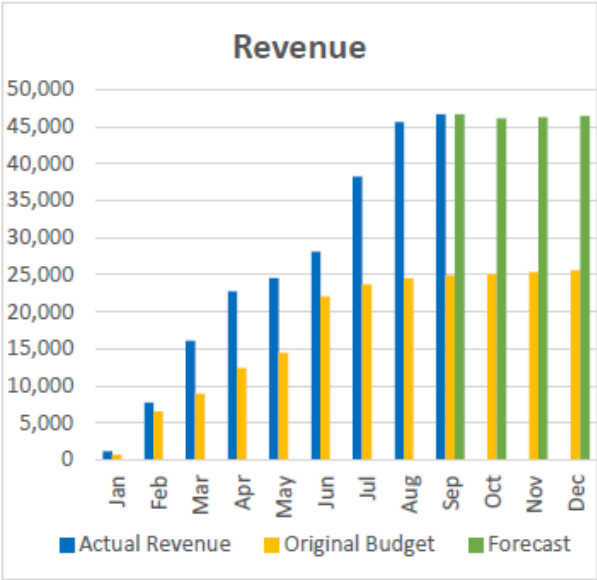
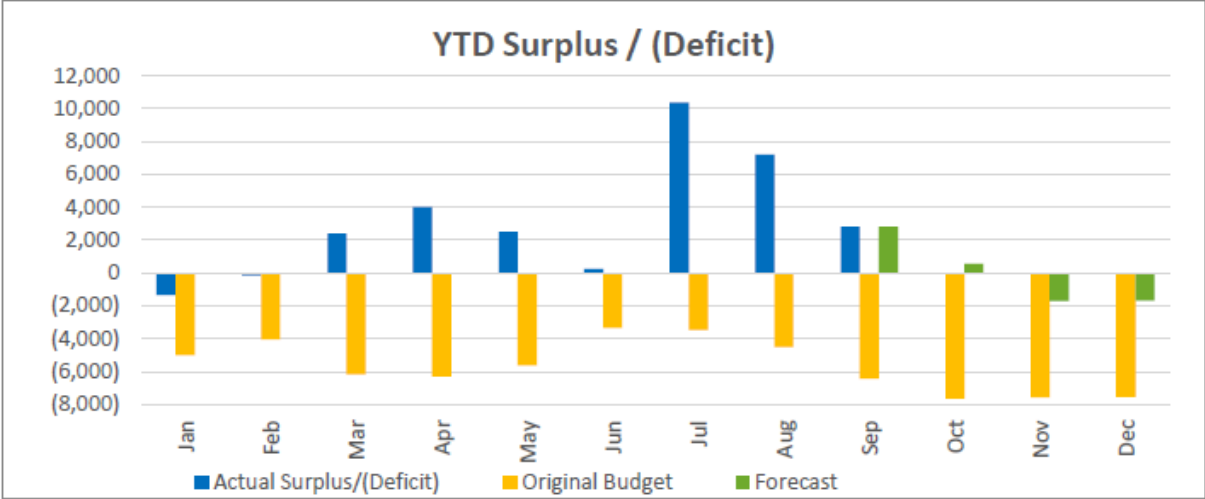
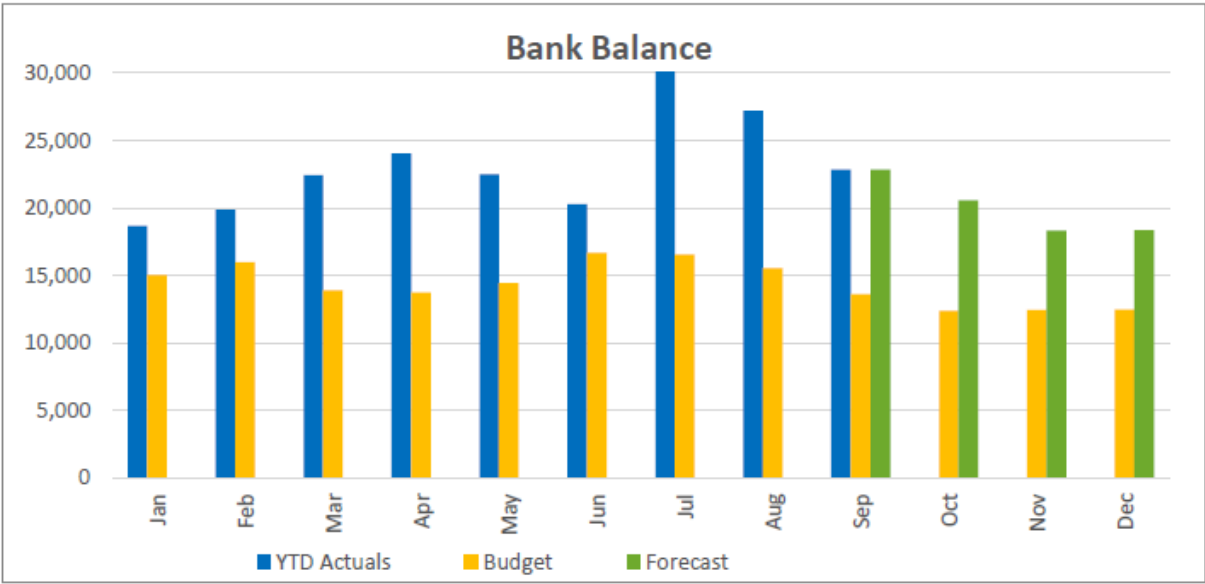
	<b>Action Item</b>	<b>Lead</b>	<b>Due by</b>	<b>Status</b>
112	Strat Rec #5: Create a Comms strategy	Liv, CommsO	01 Jan 24	
113	Strat Rec #6: Design an infographic to present our goals and values to the membership	Liv	01 Jan 24	
114	Strat Rec #7: Advertise our Committee and Coaching positions at and before Presentation	Nick / Janine	CLOSED	Emails, Group Messages, and Pamphlet action complete
115	Strat Rec #8: Exec to discuss include hoodies, training shirts, and Molycop as part of compulsory uniform	Nick	01 Jan 24	
117	Strat Rec #9: Replace Senior/Junior training with combined training at similar age groups.	Nick / Coaching Convenor	01 Jan 24	
	<b>NEW ACTIONS FROM 16 Oct 23 AGM and Committee Meeting</b>			
118	Source pricing for double sided pinnies	Liz	01 Jan 24	
119	Source quote for new gazebo bag	Dwight	01 Jan 24	
120	Source pricing for pinnies bag to protect velcro patches	Liz	01 Jan 24	
121	Promote Tri-series trials on socials	Donna	26 Oct 23	

## Attachment 2: Correspondence

IN	OUT	RESPONSE	ACTION
8 Sept – Anon concern re photography of minors in public places		Responded advising that we follow Netball NSW Photography policy para 4.1 and any concerns should be alerted to club/assoc officials in a timely manner	
10 Sept – Invitation from NNA to purchase tickets to attend inaugural Awards Presentation on 28 Oct		Tickets purchased as covered in Out of session business	
20 Sept – from MWBC that City of Newcastle is significantly increasing their rent		Dwight provided detailed suggestions as to how they might approach Council, based on his Local Govt experience	
	24 Sept – acquittal completed for Local Sport Grant Program		
24 Sept – Tax file number received for Waratah Netball Club: 527 754 852			
2 Oct – NNA advertising NetED program, a Netball NSW Performance Coaching session on 15 Oct		Dwight Graham and Jane Stoodley attended	



September 2023 Finance Report





## September 2023 Finance Report

### Notes

#### YEAR-TO-DATE VARIANCES

**At 30 September we had \$22,822 in the bank, which is \$9,225 above where we had budgeted. The year-to-date operating result of a profit of \$2,802 is also \$9,225 better than budget.**

The main drivers in the result being different from the budget are:

- \$11,921 of registrations, which is \$2,921 ahead of the budget. We have 2 more teams than I budgeted, most senior teams are full of players and we had several casual registrations throughout the season.
- Sponsorship of \$16,686 is \$9,686 more than the whole year budget. This is due to the unbudgeted receipts of the Currawong Aviation Training Services (\$3,000), OP Finance (\$3,000) sponsorships related to the Triseries, Currawong Aviation Training Services (\$500) sponsoring new balls, and \$4,686 of Tillys sponsorship for our juniors.
- Apparel (uniforms):
  - Sales of \$4,407 are \$3,907 more than budgeted
  - Purchases of \$19,403, are \$9,668 ahead of budget
  - The net difference of \$14,996 is covered by sponsorships for the Triseries (\$6,000); Molycop (\$2,500) and Tillys (\$4,686) sponsorships: and club reserves (\$1,810) – noting the purchase of \$677 in stock recently distorts this.
- Fundraising of \$4,230 is \$2,750 ahead of budget. This includes the Trivia night and the monthly raffles at the Bowling Club.
- Preseason costs are \$1,623 under budget due to running only a few Nettyheads sessions.
- Pie drive profit of \$500 was budgeted but the actual profit was \$919.

#### FORECASTING

**I am forecasting we will have \$18,353 in the bank at year end, which is \$1,663 below where we started the year but \$5,862 ahead of the budget. I am forecasting the year to be a loss of \$1,663, which is also \$5,862 ahead of the budget.**

The significant improvement over the budget is due to:

- Year to date variances outlined above
- We were unsuccessful in gaining the Port Waratah Coal Services \$1,500 grant and I have removed it from both forecast revenue and expenses
- Executive has agreed to purchase 30 new match balls at a cost of \$1,320, which I have forecast later in November
- I estimate there will be another \$823 of stock purchases late in the year as we stock up for next year.
- A number of other smaller variances

#### Other

- Nil





# Waratah Netball Club Inc

## Financial Report

YTD, ending 30 September 2023

Income	2023 Month Budget	September Month Actuals	Variation Fav / (Unfav)	2023 YTD Budget	2023 YTD Actuals	Variation Fav / (Unfav)	2023 Budget	Forecast	Variation Fav / (Unfav)
Registration	-	(135)	(135)	9,000	11,921	2,921	9,000	11,921	2,921
Sponsorship & Grants	-	-	-	7,000	16,686	9,686	7,000	16,686	9,686
Fundraising	150	273	123	1,630	4,503	2,873	2,180	5,000	2,820
Pie Drive Income	-	-	-	5,500	7,243	1,743	5,500	7,242	1,742
Apparel Sales	-	110	110	500	4,407	3,907	500	4,407	3,907
Other Income	50	729	679	450	770	320	600	10	(590)
Presentation Fees	200	25	(175)	800	1,120	320	800	1,120	320
<b>Total Income</b>	<b>400</b>	<b>1,002</b>	<b>602</b>	<b>24,880</b>	<b>46,649</b>	<b>21,769</b>	<b>25,580</b>	<b>46,386</b>	<b>20,806</b>

Expenditure:	2023 Month Budget	September Month Actuals	Variation Fav / (Unfav)	2023 YTD Budget	2023 YTD Actuals	Variation Fav / (Unfav)	2023 Budget	Forecast	Variation Fav / (Unfav)
Coach and umpire deve	83	-	83	750	620	130	1,000	770	230
Equipment	21	-	21	187	95	92	250	195	55
Coaching Equip & Balls	125	275	(150)	750	1,254	(504)	750	2,574	(1,824)
Pie Drive Costs	-	-	-	5,000	6,324	(1,324)	5,000	6,324	(1,324)
Trivia Night	-	-	-	-	-	-	-	-	-
MyClubMate Fees	-	-	-	500	465	35	500	465	35
Preseason	-	201	(201)	2,500	877	1,623	2,700	1,026	1,674
Presentation	2,000	4,819	(2,819)	5,000	7,314	(2,314)	5,000	7,400	(2,400)
Presentation Vouchers	-	-	-	1,060	1,060	-	2,060	2,260	(200)
Court hire	-	-	-	1,850	1,658	193	1,850	1,858	(8)
Registration	-	-	-	3,090	3,676	(586)	3,090	3,676	(586)
Apparel Purchases	-	-	-	9,735	19,403	(9,668)	9,735	20,226	(10,491)
Fundraising Costs	21	-	21	224	847	(623)	300	904	(604)
Miscellaneous Costs	73	80	(8)	653	249	403	870	369	501
<b>Total Expenditure</b>	<b>2,322</b>	<b>5,375</b>	<b>(3,053)</b>	<b>31,299</b>	<b>43,843</b>	<b>(12,544)</b>	<b>33,105</b>	<b>48,046</b>	<b>(14,941)</b>
<b>FY18-19 Inc/(Exp)</b>	<b>(1,922)</b>	<b>(4,373)</b>	<b>(2,451)</b>	<b>(6,419)</b>	<b>2,806</b>	<b>9,225</b>	<b>(7,525)</b>	<b>(1,660)</b>	<b>35,748</b>

Bank Account		Petty Cash	
Balance at 01 Jan 23	20,016	Balance at 01 Jul 21	292
Total Credits	46,649	Income:	
Total Debits	43,843	Outgoing:	
Current Balance	<b>22,822</b>	Closing Petty C	<b>292</b>

Net Worth		Outstanding Debtors	
Bank Balance	22,822	Registration	-
Petty Cash	292	Uniforms	-
Less debtors	-		
<b>Net Worth</b>	<b>23,114</b>		
<b>Increase/(Decrease)</b>	<b>2,806</b>		

check ok

check ok

*DJ Graham*  
Dwight Graham  
Treasurer

## Attachment 4: NNA Calendar 2024

<b>Proposed Fixtures Schedule 2024</b>					
<u>Date</u>		<u>Further activities</u>	<u>Friday Night Games</u>		
6th April	1		5th Apr	1	
13th April	2		12th April	2	
4th May	3		3rd May	3	
11th May	4		10th May	4	
18th May	5		17th May	5	
25th May	6		24th May	6	
1st June	7		31st May	7	
8,9,10th		Senior state Titles			
15th June	8		14th June	8	
22nd June	9		21st June	9	
23rd June		Adverse Weather Day see Policy			
29th June	10		28th June	10	
6,7,8		Junior State Titles			
20th July	11		19th July	11	
27th July	12		26th July	12	
3rd Aug	13		2nd Aug	13	
10th Aug	14		9th Aug	14	
11th Aug		Adverse Weather Day see Policy			
17th Aug	15 + minor	Minor R14	16th Aug	15	
24th Aug	semis	Major R14, minor & major R15	23rd Aug	16	
31st Aug	Finals				
7th Sept	Grand Finals				

**This information refers to NNA Adverse Weather Policy**

· Games not played due to weather conditions in the first round will NOT be replayed. No points will be awarded for these games.

· Games not played due to weather conditions in the second round will NOT be replayed providing the CORRESPONDING GAME in the first round was played. No points will be awarded for these games.

· If the corresponding game in the second round is also not played due to weather conditions, then it will be played on either 23rd July or 20th August.